

21st Century School Facilities Commission

Process, Procedure, and Educational Specifications Subcommittee

Dr. Kevin Maxwell, Co-Chair

Dr. Theresa Alban, Co-Chair



Agenda

October 3, 2017

1:00 p.m.

House Office Building, Room 120

Annapolis, Maryland

Work Session

Timeline of Current Process for a Project

- Bob Gorrell, Public School Construction Program (PSCP)
- Kim Spivey, PSCP
- Fred Mason, Maryland State Department of Education
- Michael Bayer, Maryland Department of Planning

Educational Facility Standards – revised draft

- Bob Gorrell, PSCP

Alternative Construction Materials and Delivery Methods

- David Lever

Co-chair memo regarding proposed changes by LEAs

IAC Process Overview and DRAFT Educational Facilities Standards



PSCP

Bob Gorrell, Executive Director
Kim Spivey, Manager
Fiscal Services

MSDE – School Facilities

Fred Mason, Branch Chief

MDP

Michael Bayer, Manager of
Infrastructure and Development

staff to the
Interagency Committee on School Construction

Presentation to:
21st Century School Facilities Commission
Procedures and Process Subcommittee
Martin Knott, Chair
October 3, 2017

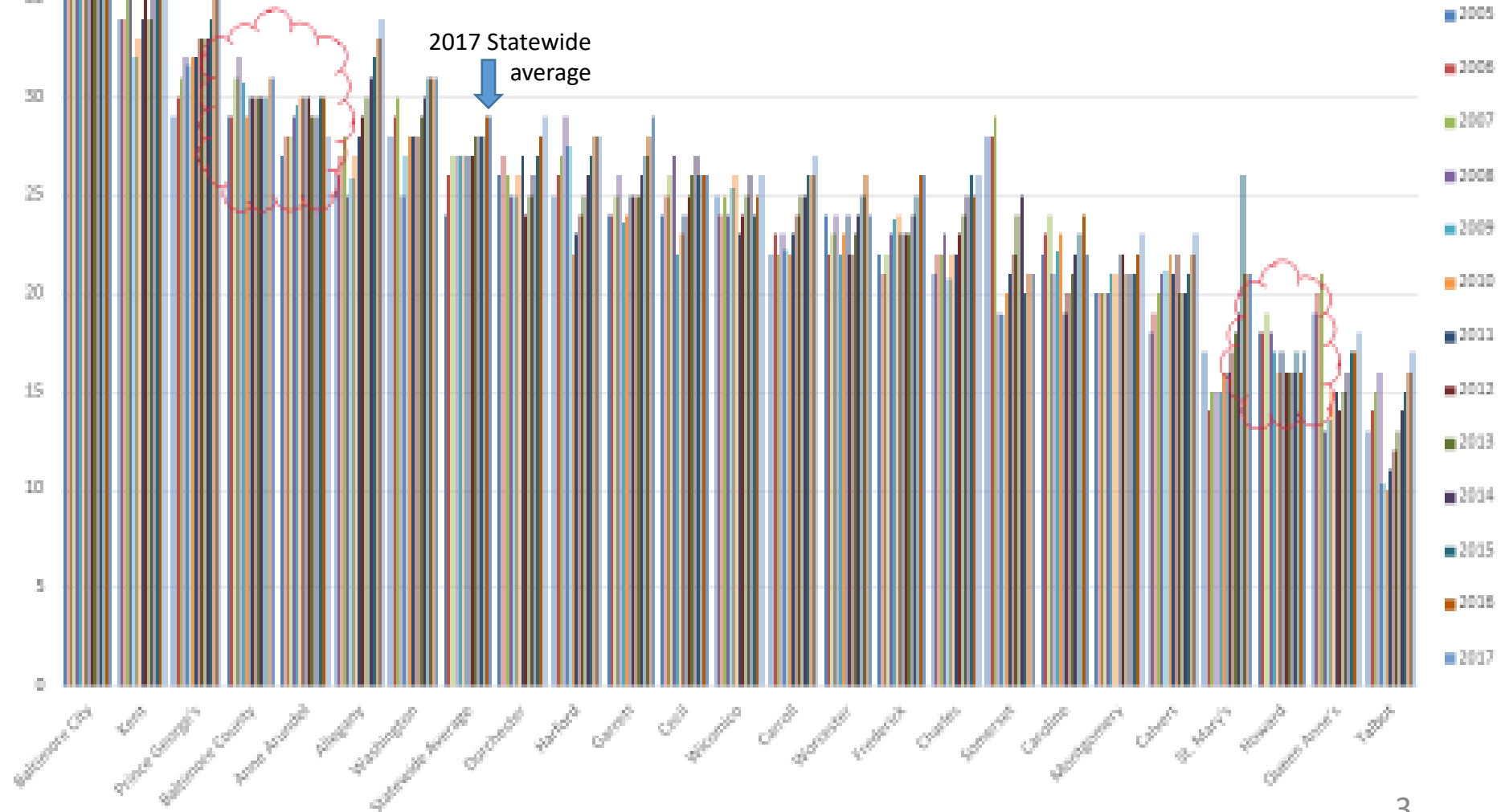


Objective

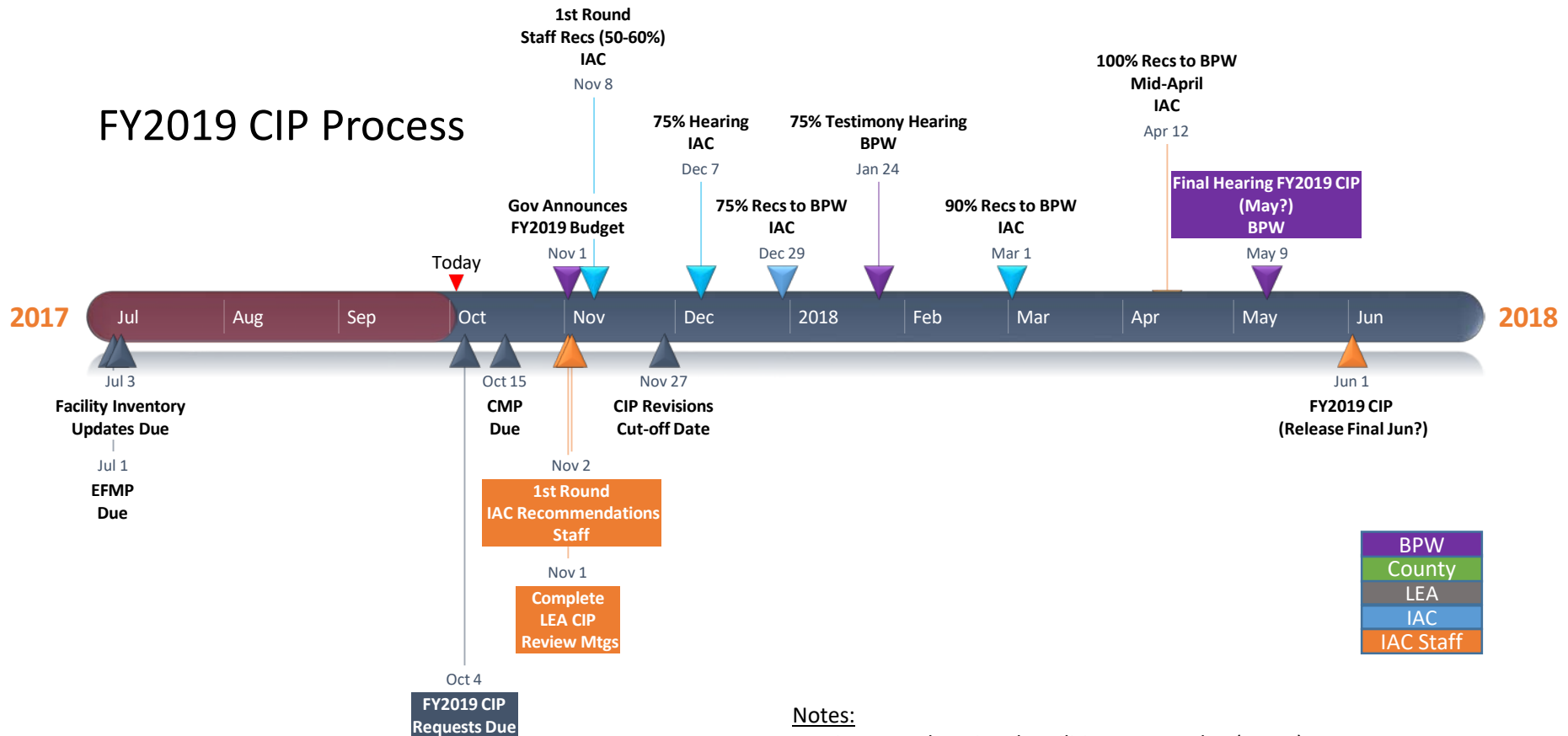
- To provide healthy and safe physical environments that support the effective delivery of education programs that meet Maryland's education standards.
- Utilize limited State and Local funding to achieve the most efficient educational facilities that are free of educational support deficiencies;
- Generate the greatest functional improvement with the least possible total cost of ownership;
- Equalize opportunities for all students; and,
- Ensure our schools are fiscally sustainable.

Average age of LEAs facilities 2005 - 2017

MFR Objective 1.1 For each local education agency (LEA), in any one year the deviation from the statewide average age of the square footage for that year will remain constant or improve compared to the deviation recorded for fiscal year 2005 (baseline year). The 2005 statewide average age baseline was 24 and now 29.

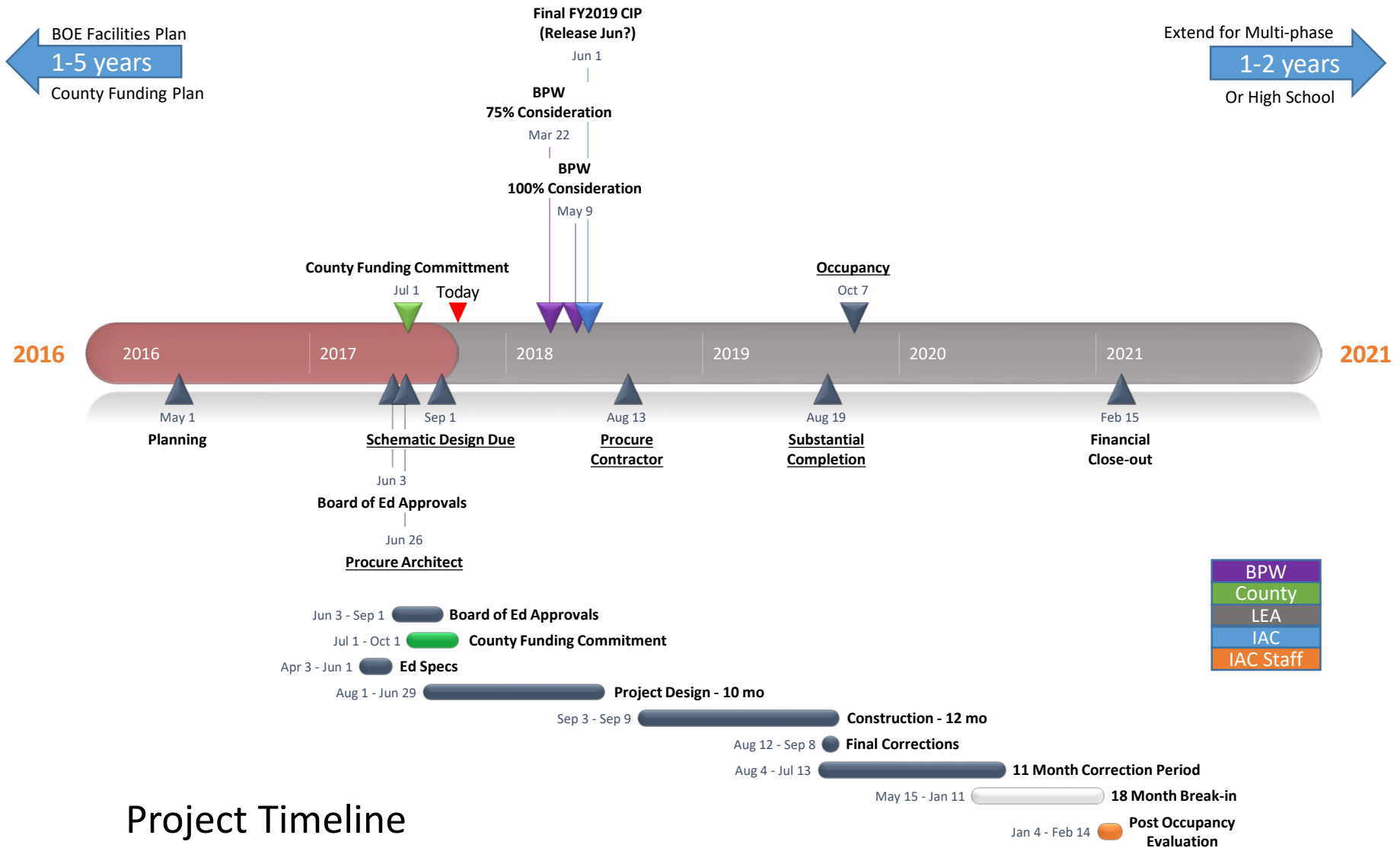


FY2019 CIP Process

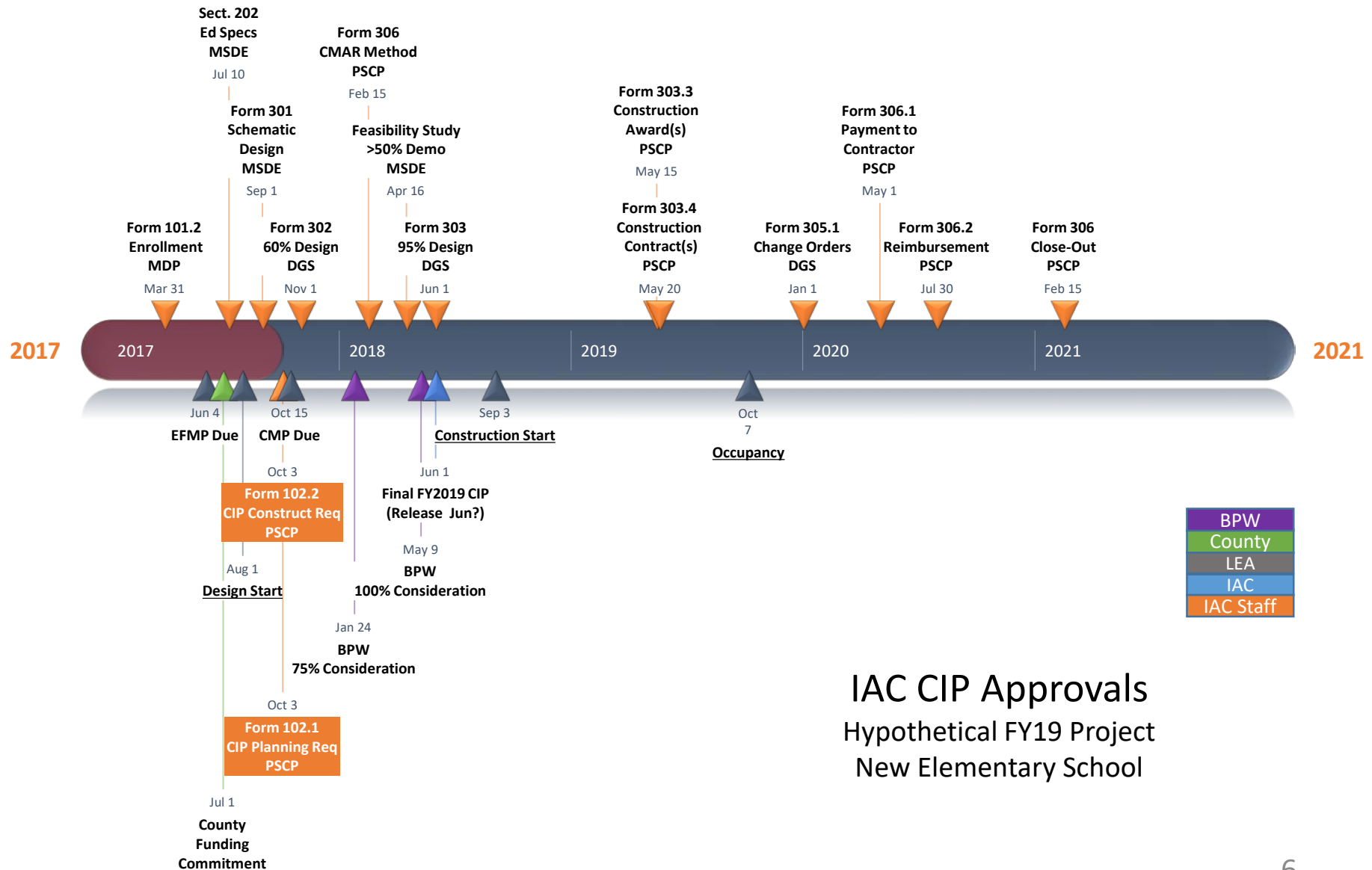


Notes:

- Current Educational Facilities Master Plan (EFMP)
- Current Comprehensive Maintenance Plan (CMP)
- County funding match commitment
- Local capacity to deliver projects
- Site Approval - MDP
- CMAR Procurement - PSCP



Project Timeline
Hypothetical FY19 Project
New Elementary School
with IAC Schematic required Sept 1 date



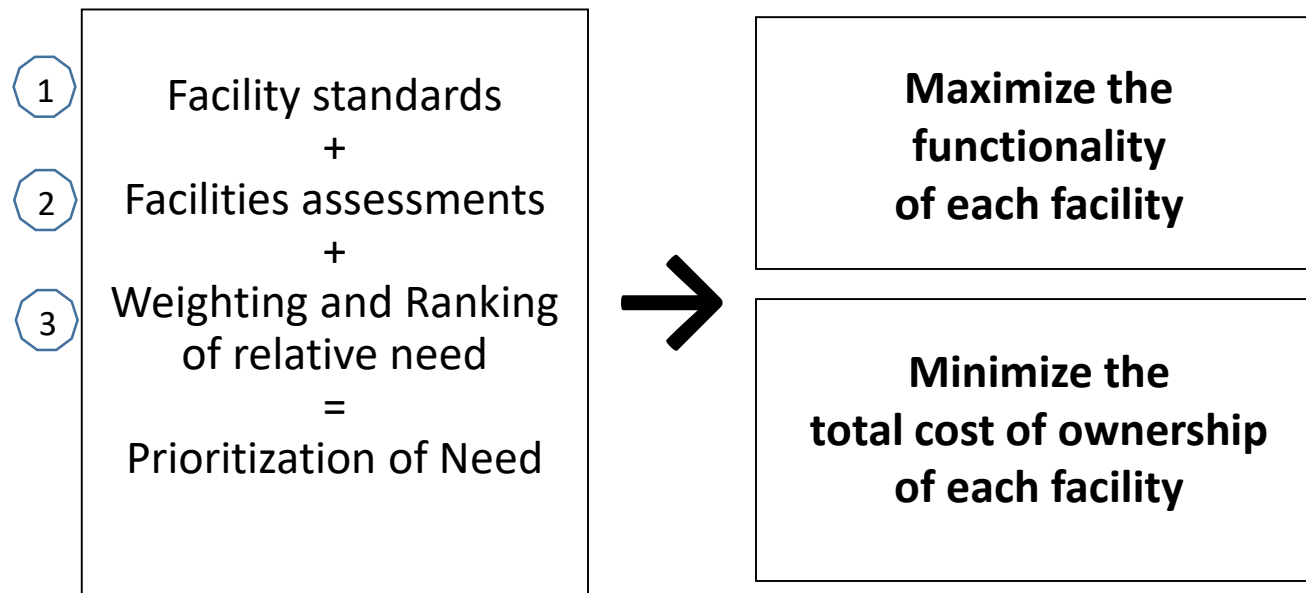
Facilities Standards and Need

- The 2004 Kopp Commission reported the need for “minimum facility standards,” important to safely, sufficiently, and efficiently support educational programs.
- The 2004 Public School Act requires assessment each 4 years.
- The DRAFT K-12 statewide facilities standards are limited to space and attributes needed to support State required education and technology programs and curricula defined and justified by the Maryland State Board of Education, and that are sustainable within the operational budget for staffing, maintenance, and full utilizations of the facilities.

Handouts -

1. DRAFT - Facilities Standards (13Sep2007, with red line)
2. Summary of Revisions for 13Sep2017 IAC Meeting

The Essential Tools



Facilities Sufficiency Standards Scope

A definition of the physical attributes of a school facility necessary to sufficiently support the educational programs of the facility.

- 1) Healthy and safe environment; with
- 2) sufficient number and size of the spaces; and with the
- 3) specific attributes that combined are sufficient to support the intended educational programs.

① Existing (or missing) facilities are measured against the Facilities Sufficiency Standards to identify educational support deficiencies.

Facilities Need Good Measures

- 1 • Facilities Educational Sufficiency is the defined measure of ability to support the programs.
- 2 • The Facilities Condition Index (FCI) is the common measure of the overall bricks and mortar condition of a facility.
- 3 • Weighting of the above two measures to prioritize what matters most e.g. basic housing of students in healthy and safe environments.

"If You're Not Keeping Score, You're Just Practicing"*
Vince Lombardi, former head coach of the Green Bay Packers

School cost of ownership = 100%

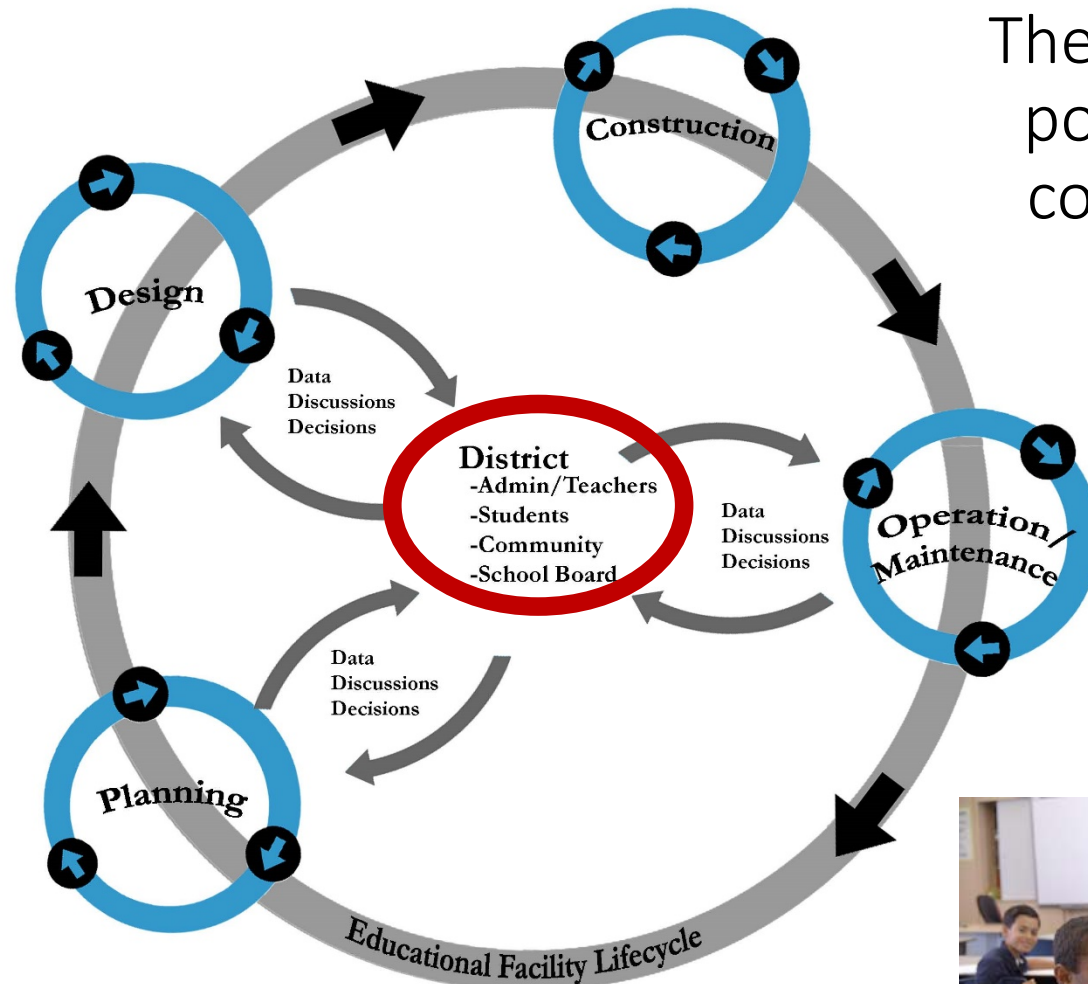
92% - Salaries, paper, copiers, phones, buses, food, insurance, legal, etc.

6% - Heating, cooling, lighting, cleaning, snow removal, daily and emergent maintenance, building systems replacement, etc.

2% - Building the facility including planning and design (0.12%).

Source – National Institute of Building Science.

The facilities portion of cost is 8%



Facilities Cycle-of-Life





Questions / Discussion

and Thank You!

Note: References to COMAR are provided to explain basis of certain items in the current draft. Please do not hesitate to suggest revisions that would conflict with current COMAR.

I. PURPOSE. The purpose of Maryland Public School Facilities Assessment Standards (*COMAR 13A.01.02.04*) is to establish acceptable levels for the physical condition, capacity, and educational suitability of school facilities. The application of these standards shall be limited to space and attributes needed to support educational programs and curricula, defined by the Maryland State Board of Education, that is sustainable within the operational budget of the school systems for staffing, maintenance, and full utilization of the facilities. The Maryland Public School Facilities Assessment Standards are dynamic. The Interagency Committee on School Construction (IAC) ~~plans to~~ shall periodically review them ~~at least annually~~ and recommend changes to them as time and circumstances require. These standards are intended for use in the evaluation of existing public school facilities with projected seven-year future student count and are not intended to limit the flexibility of design solutions for new construction and renovation projects. A companion document [TO BE DEVELOPED] is the “Maryland Public School Planning Guide” provided by the State for use in the programming and design of school projects to meet adequacy. The Maryland Public School Planning Guide is incorporated by reference into these standards and may be amended by the IAC with adequate notice and input from the public. *[Code of Maryland (COMAR) references in this document are to certain Title 13A regulations of the State Board of Education for State School Administration, General Instructional Programs, Specific Subjects, Special Instructional Programs, and Supporting Programs.]*

II. GENERAL REQUIREMENTS. These standards are not intended to supersede or omit, compliance with applicable building and fire code or any other code, regulation, law or standard that has been adopted by State agencies.

A. Building condition. A school facility must be safe (*COMAR 13A.01.04.03*) and capable of being maintained.

1. Structural. A school facility must be structurally sound. A school facility shall be considered structurally sound and safe if the building presents no imminent danger or major visible signs of decay or distress.
2. Exterior envelope. An exterior envelope is safe and capable of being maintained if:

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a) *Walls and roof are weather tight under normal conditions with routine upkeep;*

b) *Doors and windows are weather tight under normal conditions with routine upkeep; and*

c) *the building structural systems support the loads imposed on them.*

3. Interior surfaces. An interior surface is safe and capable of being maintained if it is:

a) *Structurally sound;*

b) *Capable of supporting a finish; and*

c) *Capable of continuing in its intended use with normal maintenance and repair.*

4. Interior finishes. An interior finish is safe and capable of being maintained if it is:

a) *Free of exposed lead paint;*

b) *Free of friable asbestos; and*

c) *Capable of continuing in its intended use with normal maintenance and repair.*

B. Building systems. Building systems in a school facility must be in working order and capable of being properly maintained. Building systems include roof, plumbing, telephone, electrical, and heating and cooling systems, as well as fire alarm, 2-way internal communication, technological infrastructure, and security systems.

1. General. A building system shall be considered to be in working order and capable of being maintained if all of the following apply:

a) *The system is capable of being operated as intended and maintained.*

b) *Newly manufactured or cost-effective refurbished replacement parts are available.*

c) *The system is capable of supporting the standards established in this rule.*

d) *Components of the system present no imminent danger of personal injury.*

2. Plumbing fixtures. A school facility shall be equipped with sanitary facilities in accordance with the Maryland Building Performance Standards as modified by the local jurisdiction. Fixtures shall include, but are not limited to, water closets, urinals, lavatories, and drinking fountains. In all new construction, restrooms shall be available so students will not have to exit the building. In existing facilities, restrooms shall be available for general classrooms for grades 5-3 and below and special needs classrooms without having to exit the building, wherever possible within reasonable cost constraints.

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3. Fire alarm and emergency notification system. A school facility shall have a fire alarm and emergency notification system as required by applicable State fire codes and emergency procedures.
4. 2-way communication system. A school facility shall have a 2-way internal communication system between a central location and each classroom, isolated office space, library media center, physical education space, cafeteria, and other regularly-used spaces.

III. CLASSIFICATION OF PUBLIC SCHOOLS. The classifications for public schools under these standards are:

- A. Elementary school
- B. Middle school
- C. High school
- D. Combination school
- E. Other school (includes special education centers, career technology centers, alternative education schools, etc.)

IV. SCHOOL SITE. A school site shall be of sufficient size to accommodate safe access, parking, drainage, and security (*COMAR 13A.01.04.03*). Additionally, the site shall be provided with an adequate source of water and appropriate means of effluent disposal.

- A. Safe access. A school site shall be configured for safe and controlled access that separates pedestrian from vehicular traffic. If buses are used to transport students, then separate bus loading/unloading areas shall be provided wherever possible. Dedicated student drop-off and pickup areas shall be provided for safe use by student passengers arriving or departing by automobile.
- B. Parking. A school site shall include a maintainable surfaced area that is stable, firm, and slip resistant and is large enough to accommodate 1.5 parking spaces/staff FTE and one student space /~~four~~ten high school students. If this standard is not met, alternative parking may be approved after the sufficiency of parking at the site is reviewed by the IAC using the following criteria:

1. Availability of street parking around the school;
2. Availability of any nearby parking lots;

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3. Availability of public transit;
4. Number of staff who drive to work on a daily basis; and
5. average number of visitors on a daily basis.

C. **Drainage.** A school site shall be configured such that runoff does not undermine the structural integrity of the school buildings located on the site or create flooding, ponding, or erosion resulting in a threat to health, safety, or welfare.

D. **Security.**

1. All schools shall have safe and secure site fencing or other barriers with accommodations for safe passage through openings to protect students from the hazards of traffic, railroad tracks, steep slopes, animal nuisance, and ~~steep slopes to discourage unauthorized access to the campus.~~
2. For schools which include students in grade 5 and below, a ~~fenced or walled~~ protected play ~~equipment area, paved area, and field~~ shall be provided. Play equipment areas shall have surfacing materials that meet or exceed safety specifications for shock absorbing qualities as outlined by the U.S. Consumer Product Safety Commission.

V. **SITE RECREATION AND OUTDOOR PHYSICAL EDUCATION.** A school facility shall have area, space and fixtures, in accordance with the standard equipment necessary to meet the educational requirements of the public education department, for physical education activity. (*COMAR 13A.01.02.05 and 13A.04.13, Physical Education only*)

- A. **Elementary school.** Safe play area(s) and playground(s) including hard surfaced court(s) and unpaved recreation area(s) shall be conveniently accessible to the students. Play area(s) and appropriate equipment for physical education and school recreational purposes shall be provided based on the planned school program capacity.
- B. **Middle school.** Hard surfaced court(s) and playing field(s) for physical education activities shall be provided. Playing field(s) and equipment shall be based on the planned school program capacity.
- C. **High school.** ~~A paved multipurpose play surface and a~~ A playing field for physical education activities shall be provided. Playing fields and equipment shall be based on the planned school program capacity.

D. Combination school. A combination school shall provide the elements of the grades served by Subsections A, B and C above without duplication, but shall meet the highest standard.

E. Other school. Other schools shall provide the elements above necessary to meet the educational requirements of the specific programs and capacity of the schools.

VI. ACADEMIC CLASSROOM SPACE. All classroom space shall meet or exceed the requirements listed below:

A. Classroom space. Classroom space shall be sufficient for appropriate educational programs for the class level needs.

B. Classroom fixtures and equipment

1. Each general and specialty classroom shall contain a work surface and seat for each student in the classroom. The work surface and seat shall be appropriate for the normal activity of the class conducted in the room.
2. Each general and specialty classroom shall have an erasable surface and a surface suitable for projection purposes, appropriate for group classroom instruction, and a display surface. A single surface may meet one or more of these purposes.
3. Each general and specialty classroom shall have storage for classroom materials or access to conveniently located storage.
4. Each general and specialty classroom shall have a work surface and seat for the teacher and for the aide assigned to the classroom, if any, and it shall have secure storage for student records that is located in the classroom or is convenient to access from the classroom.

C. Classroom lighting

1. Each general and specialty classroom shall have a light system capable of maintaining at least 50 foot-candles of well-distributed light. Provide appropriate task lighting in specialty classrooms where enhanced visibility is required.
2. The light level shall be measured at a work surface located in the approximate center of the classroom, between clean light fixtures.

D. Classroom temperature and relative humidity

1. Each general and specialty classroom shall have a heating, ventilation and air conditioning (HVAC) system capable of maintaining a temperature between 68 and 75 degrees Fahrenheit and a relative humidity between 30-60% at full occupancy.

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2. The temperature and humidity shall be measured at a work surface in the approximate center of the classroom.

E. Classroom acoustics

1. Each general and specialty classroom shall be maintainable at a sustained background sound level of less than 55 decibels.
2. The sound level shall be measured at a work surface in the approximate center of the classroom.

F. Classroom air quality

1. Each general, science, and fine arts classroom shall have an HVAC system that continually moves air and is capable of maintaining a CO2 level of not more than 1,200 parts per million.
2. The air quality shall be measured at a work surface in the approximate center of the classroom.

VII. GENERAL USE CLASSROOMS. (ENGLISH LANGUAGE ARTS/LITERACY, MATHEMATICS, SOCIAL STUDIES AND WORLD LANGUAGES (COMAR 13A.03, *General Instructional Programs* and 13A.04, *Specific Subjects*)).

A. Cumulative classroom net square foot (sf) requirements, excluding in-classroom storage space, shall be at least:

- | | | |
|----|-----------------|-------------------|
| 1. | Prekindergarten | 50 net sf/student |
| 2. | Kindergarten | 50 net sf/student |
| 3. | Grades 1 – 5 | 32 net sf/student |
| 4. | Grades 6 – 8 | 28 net sf/student |
| 5. | Grades 9 – 12 | 25 net sf/student |

B. At least 2 net sf/student shall be available for dedicated, in-classroom storage and may be provided vertically to avoid the need for additional floor area.

C. Sufficient number of classrooms shall be provided to meet state and local board mandated student/staff ratio requirements.

VIII. SPECIALTY CLASSROOMS.

A. Career and Technology Education (COMAR 13A.04.02 and 13A.04.10)

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1. Elementary school. No requirement.
2. Middle school. Career and technology education programs shall be provided with no less than 3 net sf/student of the specialty program capacity of the school for career education. Each program lab or classroom space shall not be smaller than 650 net sf.
3. High school. Career and technology education programs space shall be provided with no less than 4 net sf/student of the specialty program capacity of the school for career education. Each program lab or classroom space shall not be smaller than 650 net sf. Cosmetology and barber programs shall comply with the sanitation requirements of the State Board of Cosmetologists and the State Board of Barbers, respectively.
4. Combination school. A combination school shall provide the elements of the grades served by Paragraphs (1), (2) and (3) above without duplication, but meeting the higher standards.
5. Other school. Other schools shall provide the elements above necessary to meet the educational requirements of the specific programs and capacity of the schools.

B. Fine Arts Education. (COMAR 13A.04.16) A school facility shall have classroom space to deliver fine art education programs. Fine arts subjects include art, music, dance, and theater. ~~Fine arts instruction shall be offered to each year for all students in PK-8. Fine arts instruction in 9–12 shall enable students to meet graduation requirements and select electives.~~ Classroom space(s) for fine arts education shall not be smaller than the average classroom at the facility. Fine arts education classroom space(s) may be included in the academic classroom requirement and may be used for other instruction.

1. Elementary school. Fine arts education programs may be accommodated within a general use or dedicated arts classroom. Provide one dedicated classroom for each fine arts subject area staffed with greater than 0.5 full time fine arts teacher. Provide additional dedicated fine arts program storage of at least 60 net sf for each subject area per facility.
2. Middle school. Classroom space(s) for fine arts education programs shall have no less than 4 net sf/student of the specialty program capacity for ~~the four~~ fine arts subjects. Provide one dedicated classroom for each fine arts subject area staffed with greater than 0.5 full time fine arts teacher. Provide additional 60 net sf of storage for each fine arts program subject. ~~Provide additional ancillary space for group music practice, individual music practice room(s), specialized storage/library rooms, and office(s).~~
3. High school. Classroom space(s) for fine arts education programs shall have no less than 5 net sf/student of the specialty program capacity for ~~the four~~ fine arts subjects. ~~Provide additional ancillary space for group music practice, individual music practice room(s), specialized storage/library rooms, and office(s).~~

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4. Combination school. A combination school shall provide the elements of the grades served by paragraphs (1), (2) and (3) above without duplication but meeting the higher standards.
5. Other school. Other schools shall provide the elements above necessary to meet the educational requirements of the specific programs and capacity of the schools.

C. Science (COMAR 13A.04.09)

1. For grades PK through 5, no additional space is required beyond the classroom requirement.
2. For grades 6 through 12, 4 net sf/student of the specialty program capacity for science is required. The space shall not be smaller than the average classroom at the facility. This space is included in the academic classroom requirement and may be used for other instruction. The space shall have science fixtures and equipment, in accordance with the standard equipment necessary to meet the educational requirements of the State Board of Education, Maryland Science Content Standards.
3. ~~Provide For grades 9 through 12 only,~~ at least ~~80-40~~ net sf ~~of space is provided~~ for securable, well-ventilated storage/prep space for each science room having science fixtures and equipment. Storage/prep room(s) may be combined and shared between more than one classroom.

D. Special education (COMAR 13A.05.01) Maryland assures a free appropriate public education for all students with disabilities, birth through the end of the school year in which the student turns 21 years old, in accordance with the student's Individualized Education Program. Early Intervention Services for children from birth through two years is typically provided through the Maryland Infants and Toddlers Program. To the maximum extent appropriate, students with disabilities are educated in the least restrictive environment with students who are not disabled. A continuum of alternative placements shall be provided.

1. If a special education space is provided and the space is required to support educational programs, services, and curricula, the space shall not be smaller than 450 net sf.
2. When the need is demonstrated ~~by the LEA,~~ additional space in the classroom shall be provided with, or students shall have an accessible route to: an accessible unisex restroom with one toilet, sink, washer/dryer, and shower stall/tub, as needed, and at least 15 net sf of storage.
3. When the need is demonstrated ~~by the LEA,~~ in 6th grade classrooms and above, a kitchenette (?) with at least 15 net sf of storage shall be provided.

E. Technology Education (COMAR 13A.04.02)

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1. For grades K through 5, no additional space is required beyond the classroom requirement.
2. For grades 6 through ~~128, 3 net sf/student,~~ and 4 net sf/student for grades 9 through 12, of the specialty program capacity for science is required. The space shall not be smaller than the average classroom at the facility. This space is included in the academic classroom requirement and may be used for other instruction.
3. The space shall have technology fixtures and equipment, in accordance with the standard equipment necessary to meet the educational requirements of the State Board of Education, Maryland Technology Education Content Standards, and in high school, the requirements of Maryland Advanced Technology Education electives.
4. Provide at least 80 net sf for securable, well-ventilated storage/prep space for each technology education room having technology fixtures and equipment. Storage/prep room(s) may be combined and shared between more than one classroom.

IX. PHYSICAL EDUCATION. (COMAR 13A.01.02.05 and 13A.04.13)

A. General requirements. Each local school system shall provide an instructional program in physical education each year for all students in grades PK-8. Each local school system shall offer a physical education program in grades 9 – 12 which shall enable students to meet graduation requirements and to select physical education electives. The following minimum spaces are required: gymnasium, teacher office or planning area, equipment storage, outdoor instructional playing field, ~~and outdoor instructional hard surface area.~~

1. Elementary school. Provide a gymnasium with at least 2,200 net sf. This space may have multi-purpose use in accommodating other educational program activities such as art program performances.
2. Middle school. Provide a gymnasium with a minimum of ~~6,85,200~~ net sf.
3. High school. Provide a gymnasium with at least ~~10,06,500~~ nsf. Provide the elements of the grades served by Paragraphs (1), (2) and (3) above without duplication, but meeting the higher net sf standards.
4. Other school. Other schools shall provide the elements above necessary to meet the educational requirements of the specific programs and capacity of the schools.

B. Additional physical education requirements in addition to space requirements in Subsection A:

1. Elementary school. One office shall be provided. Separate physical education equipment storage shall be provided.

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2. Middle school. One office shall be provided. Separate physical education equipment storage space shall be provided.
3. High school. Two dressing rooms shall be provided, with lockers, showers and restroom fixtures. Two offices shall be provided. Separate physical education equipment storage space shall be provided.
4. Combination school. A combination school shall provide the elements of the grades served by Paragraphs (1), (2) and (3) above without duplication, but meeting the higher standards.
5. Other school. Other schools shall provide the elements above necessary to meet the educational requirements of the specific programs and capacity of the schools.

X. SCHOOL LIBRARY MEDIA CENTER. (*COMAR 13A.05.04*) A school facility shall have a unified school library media program for the use of all students which shall include an organized and centrally managed collection of instructional materials and technologies and direct instruction. Provide space for collections, reference, circulation, instruction, workroom for staff, and storage.

- A. Elementary school. The area for stacks and seating space shall be at least 3 net sf/student of the planned school program capacity. The space shall not be smaller than the average classroom at the facility. In addition, office/workroom space and secure storage shall be provided.
- B. Middle or high school. The area for stacks and seating shall be at least 3 net sf/student of the planned school program capacity. The space shall not be smaller than the average classroom at the facility. In addition, office/workroom space and secure storage shall be provided.
- C. Combination school. Provide the elements of the grades set out in Paragraphs (~~1A~~) and (~~2B~~) above without duplication, but meeting the higher standards.
- D. Other school. Other schools shall provide the elements above necessary to meet the educational requirements of the specific programs and capacity of the schools.

XI. FOOD SERVICE (*COMAR 13A.06.01*)

A. Dining. A school facility shall have a space to permit students to eat within the school outside of general classrooms. ~~Schools must offer lunches between 10 am and 2 pm.~~ Schools are encouraged to provide sufficient lunch periods that are long enough to give all students enough time to be serviced and to eat their lunches. This space may have more than one function and may fulfill more than one adequacy standards requirement. Dining area shall be sized for the planned school program capacity for as many meal periods as scheduled by the school system. The dining area shall have no less than 15 net sf/seated student.

B. Serving area shall be provided in addition to dining area.

C. Kitchen. Kitchen and equipment shall comply with either the food preparation kitchen or the serving kitchen standards defined as follows:

1. Food preparation kitchen. Provide 2 net sf/meal served minimum based upon the single largest serving period.
2. Serving kitchen. Where food is not prepared, there shall be a minimum of 200 net sf with a hand wash sink and a phone.

XII. OTHER FACILITY AREAS.

A. Administrative space. A school facility shall have space to be used for the administration of the school. The space shall consist of a minimum of 150 net sf, plus ~~1.5~~ net sf/student of the planned school program capacity.

B. Faculty workroom/lounge. A school facility shall have workspace/lounge available to the faculty. This space is in addition to any workspace/lounge available to a teacher in or near a classroom. The space shall consist of 1 net sf/student of the planned school program capacity with no less than 150 net sf. The space may consist of more than one room and may have more than one function. This space shall include a break area with a sink.

C. Health services. (COMAR 13A.01.02.05 and 13A.05.05.10A) A school facility shall have a dedicated health services space with areas for waiting, examination and treatment, resting, storage, and an accessible toilet room. There shall be a separate room for private consultations and for use as a health service professional's office. Provide lockable cabinets for medical records and medications and at least one sink in addition to the sink in the toilet room. Provide a minimum of 500 net sf.

D. Pupil services. (COMAR 13A.05.05) A school shall provide a coordinated program of pupil services for all students which shall include, but not be limited to, school counseling, pupil personnel, school psychology, and health services. The school facility shall provide a minimum of 120 net sf for each discipline, except school health services, staffed with greater than a 0.5 full time professional

XIII. GENERAL STORAGE (EXCLUDES LOCKERS, JANITORIAL, KITCHEN, GENERAL CLASSROOM, SPECIALTY CLASSROOMS, AND ADMINISTRATIVE STORAGE). For storage, at least 1 net sf/student of the planned school program capacity may be distributed in or throughout any type of room or space, but may not count toward required room square footages. General storage must be securable and include textbook storage.

XIV. MAINTENANCE OR JANITORIAL SPACE. Each school shall designate 0.5 net sf /student of the planned school program capacity for maintenance or janitorial space. Janitorial space shall include a janitorial sink.

XV. STANDARDS VARIANCE.

A. The IAC may grant a variance from any of the adequacy standards if it determines that the intent of the standard can be met by the school system in an alternate manner or if a variance is required for appropriate programmatic needs as demonstrated by the school system. If the IAC grants the variance, the school system shall be deemed to have met the standard.

B. The IAC may, with adequate justification, also grant a variance from any of the provisions of the Maryland Public School Planning Guide (TO BE DEVELOPED) provided by the State for use in the programming and design of school projects to meet adequacy. Such variance shall be considered through an appeal to the IAC by the school system following a final administrative interpretation of the planning guide. Procedures for achieving final administrative interpretation and filing an appeal to the IAC for a variance are as provided for in the Planning Guide.

End of Standards

NOTES: MARYLAND PUBLIC SCHOOL FACILITIES ADEQUACY STANDARDS – DRAFT
For September 13, 2017 IAC Review
LISTING OF SUBSTANTIAL COMMENTS

In six regional meetings between July 19 and August 22, 2017, all twenty-four LEAs participated in discussions regarding the DRAFT Standards. Suggested revisions to the June 9, 2017 draft are the result of those discussions and written comments received from the following LEAs - Anne Arundel, Baltimore City, Calvert, Harford, and Prince George's. A brief listing of substantial comments are below:

COUNTY	Re: STDS #	COMMENT	RESPONSE
LEAs and staff	I.	Good planning necessitates that the Standards should attempt to remain a constant from year to year.	Review and revisions to Standards should be as necessary, but predictable and based upon circumstances such as repeated variances provided by the IAC under Section XV or mandatory changes to State education requirements.
Some LEAs including Baltimore City and Harford	I.	Questions raised about additional space and without specific requirement to support Title 1.	Standards are for existing facilities. It is assumed that existing programs are currently housed, otherwise they would not exist. This may be a solution or design and construction phase issue. Potentially, a GSF percent increase in certain spaces necessary to support Title 1 population could be included in the "Maryland Public School Planning Guide."
Most LEAs	I.	If the adequacy measure is to be applied to an existing facility (or lack of) and projected seven year capacity is applied, then the Standards should say so.	Language revised to make clear that future capacity is to be used in calculating measures.
Most LEAs	I.	It would be helpful to see a DRAFT of the "Maryland Public School Planning Guide" when reviewing these DRAFT Standards.	Comment will be provided to the IAC.
Harford	II.A.	Suggested that ADA compliance be added.	ADA compliance is covered in the charging language under "code, regulation, law or standard" and is described in the ADAAG under "reasonable accommodation". There is no requirement to bring an existing facility to full compliance.
Calvert	II.B.1.b.	Although refurbished parts may be available in some instances, the proposition can be very time consuming and expensive.	Added "cost effective" to definition.
Most LEAs	II.B.2.	Grades for access to restrooms without exiting the	Language revised.

NOTES: MARYLAND PUBLIC SCHOOL FACILITIES ADEQUACY STANDARDS – DRAFT
For September 13, 2017 IAC Review
LISTING OF SUBSTANTIAL COMMENTS

		building should be lowered from 5 to grade 3 and it should be clear that specialty classrooms would not have the same requirement.	
Prince George's	II.B.2	There should be a minimum adequacy standard for that Kindergarten and PreK students do not have to exit the-classroom to use restrooms.	The language remains the same. The standards are for existing facilities and this was the only suggestion for this more restrictive revision.
Anne Arundel	II.B.2.	Requested that portables be excluded from Standards.	Portables are suitable educational spaces and may be used for housing required educational programs and Standards will apply equally to portables. Note: on the facility condition side of assessments, portables have much shorter expected life than permanent facilities and may be found deficient if they have greatly exceeded their expected life.
Most LEAs	N/A	Do the standards apply to portable or temporary facilities?	Yes. They are educational spaces and the standards apply to them equally to "bricks and mortar".
Calvert	IV.A.	Unobstructed access for emergency vehicles access should be added to the language.	Existing facilities must be assumed to have been built to code at the time they were built and are grandfathered from having to constantly be improved to current code.
Most LEAs	IV.B.	Parking space requirement for HS students is too high. Generally, most concerns were eliminated when raising to 10, but still there were concerns that in some urban areas even this would be too much. Additionally, there were comments that excessive pavement contradicts other MD environmental requirements.	Language revised to one space per 10 students and note that the IAC can on case-by-case basis lower standards in this section.
Most LEAs	IV.D.1.	The DRAFT Standard appears to require school sites to be fenced in their entirety and this would not work for many school sites.	Revisions made to ensure barriers are for safety.
Most LEAs	IV.D.2.	Fencing and walled play area requirements is too prescriptive.	Language revised to "protected" and eliminated specifics.
Harford	V.A.	No mention of providing playground equipment for special needs students. Schools with Special	Existing language includes "Play area(s) and appropriate equipment for physical education and

NOTES: MARYLAND PUBLIC SCHOOL FACILITIES ADEQUACY STANDARDS – DRAFT

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LISTING OF SUBSTANTIAL COMMENTS

		Education programs should offer playground equipment to accommodate the child's needs.	school recreational purposes shall be provided based on the planned school program capacity. " The LEA would determine reasonable specifics for special ed need.
Calvert and Anne Arundel	V.C.	CCPS High Schools do not typically provide multipurpose play surfaces for site recreation /outdoor physical education.	Multi-purpose play surface removed.
Calvert and others	VI.C.	Consideration for daylighting or visual connection to the outside are not mentioned.	Not a requirement by Code or Maryland Education.
Calvert and others	VI.D.1.	HVAC systems are typically designed to maintain space temperatures in the 68 to 76 degree range	Revised upper end to 76 degrees Fahrenheit.
Calvert	VI.E.1.	The 55 decibel sound level allows only 1 unit ventilator manufacturer to satisfy this requirement.	No revision made. Need more information as 55 dB is just below conversational speech. Room noise above this might require amplification for teacher. See links. http://www.noisehelp.com/noise-level-chart.html http://www.industrialnoisecontrol.com/comparative-noise-examples.htm https://www.youtube.com/watch?v=kUHOzBbjA8c
Calvert	Several	Suggested adding unique specialty space requirements	The Standards measure existing facilities and needs for flooring are local choice. On the solution side, design and construction, potentially guidance, not requirements, could be provided in the yet to be created "Maryland Public School Planning Guide".
Anne Arundel and Baltimore City	VII.A.	Suggested revisions to square footage. When reviewed with the other LEAs, there did not appear to be a desire to make revision as the square footages apply to the assessment of existing facilities and not the solution side design and construction.	Square footages remain as is. Additional comments and suggested revisions will be received although it is encouraged that as much evidence for revision as possible is provided. E.g. fact-based studies on square foot per student and educational outcomes.
Anne Arundel	VII.B.	Concern that required storage square footage had to be horizontal (floor area) where they try to utilize	Language revised to make clear that vertical is sufficient.

NOTES: MARYLAND PUBLIC SCHOOL FACILITIES ADEQUACY STANDARDS – DRAFT
For September 13, 2017 IAC Review
LISTING OF SUBSTANTIAL COMMENTS

		vertical to keep GSF down.	
Anne Arundel	VIII.A.	Concerns regarding misunderstanding of student count of “specialty program”	No revision necessary. Ensure definitions in the “Maryland Public School Planning Guide.”
Baltimore City	VIII.B	Standards should not prescribe the quantity of educational programs.	Removed the prescriptive quantity language.
Anne Arundel	VIII.B.2.-3.	Additional ancillary space requirements vague and unnecessary.	Language removed.
Most LEAs	VIII.B.2-.3	Error in naming “the four” fine arts subjects as there may be more.	Removed “the four”.
Baltimore City	VIII.B.2	In middle school, sixty square feet of storage area required for each fine arts program subject.	Added suggested language.
Anne Arundel, Harford, and Baltimore City	VIII.D.a.	Suggested that 450 sf was excessive and that 400 sf should be minimum. Harford and Baltimore City felt that special education classrooms must be the same size as regular classrooms.	Language remains unchanged. Additional comments and suggested revisions will be received although it is encouraged that as much evidence for revision as possible is provided. E.g. fact-based studies on square foot per student and educational outcomes.
Anne Arundel	VIII.D.b-c.	Clarification needed that demonstrated need would be at the LEA level.	Language revised.
Anne Arundel	VIII.E.	Requested that Technology Ed requirements are changing and that for grades 6-8, 3 net sf/student and 4 for grades 9-12 was appropriate.	Language revised and comments will be received on this revision.
Most LEAs	IX.A.	Outdoor instructional hard surface is not necessary.	Language revised. COMAR needs revision to delete as well.
PSCP Staff	IX.A.2.	A middle school Gym at 5,200 sf should meet educational requirements. The larger number, 6,800 sf included in the first draft appears to be an error.	Language revised. Additional comments and suggested revisions will be received although it is encouraged that as much evidence for revision as possible is provided. E.g. fact-based studies on square foot per student and educational outcomes.

NOTES: MARYLAND PUBLIC SCHOOL FACILITIES ADEQUACY STANDARDS – DRAFT
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PSCP Staff	IX.A.3.	A high school Gym at 6,500 sf should meet educational requirements. The larger number, 10,000 sf included in the first draft appears to be an error and to provide also an extracurricular practice gym.	Language revised. Additional comments and suggested revisions will be received although it is encouraged that as much evidence for revision as possible is provided. E.g. fact-based studies on square foot per student and educational outcomes.
Anne Arundel	XI.A.	Requested that that the LEA will determine when best to serve meals.	Times removed.
Anne Arundel	XII.A.	Administrative space in draft is excessive and should be lowered to 1 net sf/student.	Language revised. Additional comments and suggested revisions will be received although it is encouraged that as much evidence for revision as possible is provided. E.g. fact-based studies on square foot per student and educational outcomes.

DAVID LEVER, EDUCATIONAL FACILITIES PLANNING LLC

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COST CONTAINMENT IN SCHOOL FACILITIES: ALTERNATIVE DESIGN / ALTERNATIVE TEACHING METHODOLOGIES

Report to the Process and Educational Specifications Subcommittee

21st Century School Facilities Commission

October 3, 2017

I. ALTERNATIVE BUILDING TECHNOLOGIES

Objective: To determine if there are alternative building technologies that will substantially reduce the cost of school construction without compromising durability, maintenance, building performance, or the delivery of the educational program.

Findings: New building technologies are available that can reduce the total cost of construction when properly implemented, but require a substantial change of procedure to realize their full potential. Promising among these technologies are:

- ***Premanufactured mechanical/electrical/plumbing assemblies.*** These are built off-site and delivered to the site when needed, allowing for rapid assembly, increasing the accuracy of construction, and reducing on-site conflicts of trades.
- ***Demountable interior partition systems.*** Commonly found in office environments, these systems have a high degree of flexibility and allow for rapid assembly and re-configuration to meet new spatial or technological requirements.
- ***Exterior paneling systems.*** These can be customized for specific building installations.

BIM and Pre-manufacturing. These technologies generally involve the combination of Building Information Modelling (BIM) with some degree of pre-manufacturing of building systems or components. “Mass-customization” is possible to meet specific architectural and engineering requirements. Pre-manufacturing can concern units as small as interior “wet walls” for toilets, through panelization of all exterior and interior walls, to complete three-dimensional units delivered to site.

Advantages. Early development of a true virtual building model in BIM allows for:

- Early correction of construction or performance discrepancies (“clashes”; e.g. mechanical duct conflicts with structural or piping elements);
- Coordination of off-site premanufactured work with on-site work prior to delivery and installation (e.g. metal panels with very low tolerance for dimensional discrepancy);
- Improved quality of work performed in factory (e.g. piping connections);
- Identification of on-site conditions that will constrain construction (e.g. swing-radius of construction cranes);
- Accurate construction sequencing and phasing of operations, including large-scale phasing on constrained sites (called “4D BIM”).
- More fluid, rapid, and concurrent communication among all members of the team.

Cost Containment. Cost savings are claimed to result from:

- Concurrency of sitework with off-site pre-manufacturing of components and assemblies, shortening construction durations and reducing schedule impacts from weather;
- Reduction of change orders and schedule delays caused by discrepancies;

- Reduced on-site labor (also resulting in fewer trade conflicts);
- More efficient and safer use of labor in a controlled manufacturing situation;
- Increased accuracy of connections, requiring fewer on-site adjustments; and
- Reduction of waste materials through electronic controls of measuring and cutting.

In order to achieve these results:

- The constructor (general contractor, construction manager) and the key trade contractors (generally site, structure, and MEP) must be involved in the design at an early stage to provide inputs into the virtual model and must be able to communicate on a common virtual platform.
- The design team must commit to substantially greater effort in the early stages of design (with some reduction of the effort normally required at the later stages of design).
- The owner must be more involved than is typical for school design and construction, with a dedication of staff time and requiring some in-house expertise.

Constraints in application to public school construction:

- *Lack of internal capacity.* Most public school system owners do not have the staff expertise, the financial resources, or the available time that are needed to implement the full BIM environment.
- *Lack of track record.* Technologies that may work well in the office environment have not been well tried and tested under demanding public school conditions.
- *Procurement regulations:* Current regulations generally inhibit the trade contractors from being involved in the design at an early stage for compensation (exception: Design Build, which has not been used to date on a major school project in Maryland).
- *Limitations in the local supply chain,* potentially resulting in schedule impacts, increased transportation costs, or reduced ability for contractor call-backs to correct deficiencies.
- *Limitations in local construction skills,* requiring out-of-jurisdiction labor and countering efforts to increase local and MBE employment; and potentially reducing competition, particularly among small contractors.
- *Limitations in the application to existing buildings.* Some of these technologies are best adapted to new construction rather than renovation.

Conclusion:

- Alternative building technologies may reduce costs and improve schedules, but only if the school system is fully capable of exercising a leadership and monitoring role in the use of BIM and pre-manufacturing.
- The cost and schedule advantages may be significant, particularly those resulting from concurrent sitework and assembly.
- It appears that the construction industry has not yet reached the stage where premanufacturing is both conventional and routinely cost-effective, making it a low-risk choice for the public owner. School systems are particularly risk-averse due to the pressure of the school schedule, the constraints of budgets, and the vulnerability of the population that is housed in the school.
- To determine if there are cost advantages, it would be necessary for one of the larger LEAs to undertake a major project using the BIM/pre-manufacturing approach. Comparison of this approach to conventional design and construction would provide insight into the advantages for school construction.

II. ALTERNATIVE EDUCATIONAL METHODOLOGIES

On August 28, educators, architects, engineers and facility planners met to discuss the relation between contemporary educational methods and school design.

Contemporary educational methods:

- Require flexibility and adaptability:
 - The ability to conduct classes using multiple formats, from traditional lecture to small-group projects and individualized instruction;
 - The proportion of time spent by the teacher in front of the class is diminishing;
 - Inquiry-based and project-based learning is increasing, with the teacher as facilitator;
 - Full integration of information technologies into classroom instruction, with the need for future adaptability to new technologies;
 - Ideally, students self-pace with assistance from the teacher.
- For high school:
 - Career-oriented programs organize classwork around the discipline.
 - Learning outside the classroom takes on greater importance.

Implications for School Design:

- The traditional classroom still works:
 - The furniture should be adaptable and easily re-configured; therefore a greater emphasis should be placed on furniture in relation to fixed casework elements.
 - Spaces vary in their requirements for adaptability, e.g. science requires fixed work surfaces, general education classrooms do not.
- There will be increasing need for small spaces for one-on-one or small group instruction, particularly for students with special needs (FARMS, special education, English-language).
- Rather than making classrooms adaptable to all needs, clusters of differently sized and configured spaces may provide adaptability.
- Schools are increasingly becoming community centers; spaces must be designed to support community activities, e.g. an elementary school gym that can allow for adult play.

Adaptable, flexible interior partition and mechanical systems may have application to meet some of these needs, however:

- They must be durable;
- They must be easily maintained and readily accessible (e.g., using floating ceilings);
- They must be tamper-proof;
- In many situations, they must have a high acoustic performance (low transmission and low reverberation);
- They must be cost-effective. Most systems come with a first-cost premium which is presumably recaptured because later changes can be made quickly and with little impact on the existing building. It must be determined whether later changes will actually happen and at what frequency, in order to justify the initial investment. Evidence suggests that spaces change very little even when they are designed to allow for change.

RESOURCES

- Eastman, Chuck *et al*, *BIM Handbook: A Guide to Building Information Modeling for Owners, Managers, Designers, Engineers and Contractors* (Hoboken: John Wiley & Sons, 2008)
- Kieran, Stephen and James Timberlake, *Refabricating Architecture: How Manufacturing Methodologies Are Poised to Transform Building Construction* (New York: McGraw-Hill, 2004)
- Off-Site Construction Council of the National Institute of Building Sciences, at https://www.nibs.org/?page=oscc_resources
- Smith, Ryan E., *Prefab Architecture: A Guide to Modular Design and Construction* (Hoboken: John Wiley & Sons, 2010)

21st Century School Facilities Commission

October 3, 2017

To: 21st Century School Facilities Commission
Process, Procedure and Education Specification Subcommittee

From: Dr. Theresa R. Alban, Co-Chair
Dr. Kevin M. Maxwell, Co-Chair

Re: IAC Process/Procedures/Regulations/Structures Review

On September 1, 2017, the attached communiqué was dispatched to the Superintendents of all 24 Local Education Authorities (LEA) by the Executive Director of the Public School Superintendent's Association of Maryland (PSSAM). The purpose of the solicitation was to capture feedback on the IAC's process/procedures/regulations/structures/etc. Specifically, the LEA's were tasked with reviewing the present status of the IAC and then offering suggestions on elements that could potentially be modified or eliminated. The overarching goal is to strive to make the existing public school construction program more efficient and effective.

As of October 2, 2017, we have received responses from 17 of the 24 LEA's. Included in said responses were approximately 120 individual change proposals. We remain open to receiving any others as we strive to make this examination as inclusive as possible. As we begin to sort through and categorize the various proposals, we believe that a number of commonalities will begin to surface. The work of this subcommittee in the next two weeks will be to vet the individual proposals and begin to formulate our recommendations to the Chair and our fellow Commissioners. A copy of the proposals gathered to date will be provided to each member of this subcommittee electronically so as to save on reproduction costs.

As stated in the attached memo, we appreciate your time and attention to this critical and timely task. We fully understand that not all of the proposals will be accepted by the Commission as a whole, but it is important that they hear the voice of those who are on the front lines of public school construction efforts. Furthermore, some of the proposals may be able to be easily adopted and implemented procedurally while others may require legislative action in Annapolis and thus take longer to effectuate.

Please feel free to contact either of us with any questions about this request or the work of the subcommittee.

Attachment
TRA/KMM

Dear Colleagues:

Mr. Martin G. Knott, Jr., Chair of the 21st Century School Facilities Commission, has tasked Dr. Alban and Dr. Maxwell with Co-Chairing a task group to review and collect proposed changes to the present IAC process/procedures/regulations/structures/etc. We are soliciting your feedback as we strive to make the existing public school construction program more efficient and effective. Please feel free to consult with any internal or external subject matter experts such as your school facilities or business management teams.

We are seeking to capture any existing features of the present IAC process/procedures/regulations/structure/etc. that you would like to see modified or possibly eliminated. In order to better understand your proposal and defend same, we are also asking that you provide your rationale behind the proposal along with any other supporting information or data necessary to bolster your case. We have attached a blank form that may be replicated to capture each of your proposals. We have also attached a sample completed form that may be used as a guide.

We appreciate your time and attention to this critical and timely task. We fully understand that not all of the proposals will be accepted by the Commission as a whole, but it is important that they hear the voice of those who are on the front lines of public school construction efforts. Furthermore, some of the proposals may be able to be easily adopted and implemented procedurally while others may require legislative action in Annapolis and thus take longer to effectuate.

The due date for returning these forms is **Friday, September 29th**.

Please feel free to contact Dr. Alban or Dr. Maxwell with any questions about this request or the work of the task group.

Sincerely,

Dr. Kevin M. Maxwell
CEO-Prince George's County Public Schools

Dr. Theresa R. Alban
Superintendent – Frederick County Public Schools

21st Century School Facilities (Knott) Commission

IAC Process/Procedures/Regulations/Structures Review

Change Proposal Form

Sub-Committee Co-Chairs:

Dr. Kevin M. Maxwell
CEO-Prince George's County Public Schools

Dr. Theresa R. Alban
Superintendent - Frederick County Public Schools

Submitter's Name: _____
Representing (LEA, County, etc.): _____

Email: _____
Phone: _____

Item or topic proposed for alteration or elimination:

Rationale or supporting information for the proposed change:

Note: Use separate sheets for separate topics. If required, start proposal on this sheet which will act as the cover page and attach any additional sheets or supporting data as required.

21st Century School Facilities (Knott) Commission

IAC Process/Procedures/Regulations/Structures Review

Change Proposal Form

Sub-Committee Co-Chairs:

Dr. Kevin M. Maxwell
CEO-Prince George's County Public Schools

Dr. Theresa R. Alban
Superintendent - Frederick County Public Schools

Submitter's Name: Alex L. Szachnowicz Email: aszachnowicz@aacps.org
Representing (LEA, County, etc.): Anne Arundel County Public Schools Phone: 410-222-5308

Item or topic proposed for change:

Discontinue the practice of requiring LEA's to calculate a 2.5% contingency cost figure that the IAC then withholds a percentage of from the initial construction allocations in case change orders occur later in the project. The IAC should distribute the entire maximum state allocation at the outset of the project.

Rationale or supporting information for the proposed change:

The present process requires all change orders to be remitted to the IAC for review. This creates a tremendous workload on both the LEA's and the IAC as well as impacts project schedules. Experience demonstrates that the IAC does not participate in the vast majority of change orders which results in the State's contingency share potentially not being distributed. It would be more efficient and effective for all involved if the maximum State allocation was made available as a funding source at the time of initial project award.

Note: Use separate sheets for separate topics. If required, start proposal on this sheet which will act as the cover page and attach any additional sheets or supporting data as required.

21st Century School Facilities (Knott) Commission

IAC Process/Procedures/Regulations/Structures Review

Change Proposal Form

Sub-Committee Co-Chairs:

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CEO-Prince George's County Public Schools

Dr. Theresa R. Alban
Superintendent - Frederick County Public Schools

Submitter's Name: Alex L. Szachnowicz, P.E.
Representing (LEA, County, etc.): Anne Arundel

Email: Aszachnowicz@aacps.org
Phone: (410)222-5308

Item or topic proposed for alteration or elimination:

The adjacent schools consideration definition should be modified.

Rationale or supporting information for the proposed change:

Current guidance requires LEA's to include all schools that have boundaries touching the school under consideration. Adjacent schools may have geographic limitations such as railroad tracks or rivers that limit transportation. Other adjacent schools may be in different feeders where an elementary school may have space but the secondary level does not, or have too few seats to move communities easily through redistricting (which is a year-long process). Open seats are open seats and do not always take into account the special needs of schools that don't align with the state rated capacity calculations (ex. Title I which has smaller student:teacher ratios). While "waivers" can be granted, the process is time consuming and the outcomes are inconsistent.

Note: Use separate sheets for separate topics. If required, start proposal on this sheet which will act as the cover page and attach any additional sheets or supporting data as required.

21st Century School Facilities (Knott) Commission

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Change Proposal Form

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Dr. Theresa R. Alban
Superintendent - Frederick County Public Schools

Submitter's Name: Alex L. Szachnowicz, P.E. Email: aszachnowicz@aacps.org
Representing (LEA, County, etc.): Anne Arundel County Public Schools Phone: (410)222-5308

Item or topic proposed for alteration or elimination:

Modify the age of building element.

Rationale or supporting information for the proposed change:

Current formula is:

The age of each building portion is calculated by subtracting the year in which construction was completed or the project was placed in service, whichever is earlier, from January 1 of the year following submission of the CIP request.

Edited formula:

The age of each building portion is calculated by subtracting the year in which construction was completed for renovations, additions, replacement or new; or when the systemic project was placed in service, ~~whichever was earlier,~~ from the ~~January~~ October 1 of the calendar year following submission of the CIP request.

Note: Use separate sheets for separate topics. If required, start proposal on this sheet which will act as the cover page and attach any additional sheets or supporting data as required.

21st Century School Facilities (Knott) Commission

IAC Process/Procedures/Regulations/Structures Review

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Superintendent - Frederick County Public Schools

Submitter's Name: Alex L. Szachnowicz, P.E. Email: aszachnowicz@aacps.org
Representing (LEA, County, etc.): Anne Arundel County Public Schools Phone: (410)222-5308

Item or topic proposed for alteration or elimination:

Allow LEA's to pursue value engineering options and other negotiation strategies and bundling strategies to lower overall costs.

Rationale or supporting information for the proposed change:

As long as the LEA is already contributing above the minimum cost share split %, the State should not claw back a portion of any credit change orders garnered via same. At present, if any LEA does a good job at post bid cost reductions, the State seeks to take a portion back even if the local is far surpassing its contribution requirements. Thus there is not sufficient incentive for the LEA to continue to work with contractors and suppliers to continue to identify cost savings opportunities post bid/award. While this may not directly benefit the State, it will most certainly benefit the taxpayers at the local level. Fundamentally, credit change orders should be encouraged, not discouraged.

Note: Use separate sheets for separate topics. If required, start proposal on this sheet which will act as the cover page and attach any additional sheets or supporting data as required.

21st Century School Facilities (Knott) Commission

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Submitter's Name: Alex L. Szachnowicz, P.E. Email: aszachnowicz@aacps.org
Representing (LEA, County, etc.): Anne Arundel County Public Schools Phone: (410)222-5308

Item or topic proposed for alteration or elimination:

Amend the procurement elements of the Education Article and the IAC Procedures to allow for a Quality Based Selection (QBS) process to prescreen and prequalify contractors for all State eligible projects and then allow LEA's to negotiate scope and cost with said prequalified vendors.

Rationale or supporting information for the proposed change:

Permit LEA's to use Quality Based Selection (QBS) as a standard procedure to select a developer/builder, in which the selection is based on a combination of qualification points and cost factors. QBS could be used as an alternative to standard competitive bidding, at the LEA's discretion. Authorize prequalification of performance-based contracting vendors through a competitive QBS bid solicitation, and then allow LEA's to negotiate scope and cost directly with the prequalified vendors. This prequalification would be similar to the Indefinite Delivery Contract in place by the Maryland Energy Administration, but specifically tailored to school construction needs.

Note: Use separate sheets for separate topics. If required, start proposal on this sheet which will act as the cover page and attach any additional sheets or supporting data as required.

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Change Proposal Form

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Dr. Theresa R. Alban
Superintendent - Frederick County Public Schools

Submitter's Name: Alex L. Szachnowicz, P.E. Email: aszachnowicz@aacps.org

Representing (LEA, County, etc.): Anne Arundel County Public Schools Phone: (410)222-5308

Item or topic proposed for alteration or elimination:

Eliminate the BRAC information from the procedure guide.

Rationale or supporting information for the proposed change:

The BRAC project is essentially complete and therefore not necessary to be in the procedure guidelines.

Note: Use separate sheets for separate topics. If required, start proposal on this sheet which will act as the cover page and attach any additional sheets or supporting data as required.

21st Century School Facilities (Knott) Commission

IAC Process/Procedures/Regulations/Structures Review

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Superintendent - Frederick County Public Schools

Submitter's Name: Alex L. Szachnowicz, P.E. Email: aszachnowicz@aacps.org
Representing (LEA, County, etc.): Anne Arundel County Public Schools Phone: (410)222-5308

Item or topic proposed for alteration or elimination:

The State should allow for the bundling of jobs within an LEA and maybe access jurisdictions to allow for economies of scale.

Rationale or supporting information for the proposed change:

The State treats each individual job as its own island and essentially does not allow bundling. Locals bundle items and projects frequently because we know the benefits, but we cannot do the same on State eligible projects easily. The State should also view scopes on individual sites in a more comprehensive fashion. For example, HVAC sizing is linked directly to building envelope features. So unbundling HVAC element systemics from exterior window/door projects or roof replacement projects makes no sense. Doing so will only drive an LEA to likely overdesign the HVAC system at an increase cost to the public.

Note: Use separate sheets for separate topics. If required, start proposal on this sheet which will act as the cover page and attach any additional sheets or supporting data as required.

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Representing (LEA, County, etc.): Anne Arundel County Public Schools Phone: (410)222-5308

Item or topic proposed for alteration or elimination:

From Appendix 202 Educational Specifications Content Outline

E. Existing Site Conditions

G. Existing Building System Conditions

Rationale or supporting information for the proposed change:

Existing site and building conditions are documented thoroughly in the Feasibility Study.

Note: Use separate sheets for separate topics. If required, start proposal on this sheet which will act as the cover page and attach any additional sheets or supporting data as required.

21st Century School Facilities (Knott) Commission

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Representing (LEA, County, etc.): Anne Arundel County Public Schools Phone: (410)222-5308

Item or topic proposed for alteration or elimination:

From Appendix 202 Educational Specifications Content Outline

D. General Project Design Criteria

4. Value engineering requirements

Rationale or supporting information for the proposed change:

It is not anticipated that value engineering could occur at the Ed Spec phase.

Note: Use separate sheets for separate topics. If required, start proposal on this sheet which will act as the cover page and attach any additional sheets or supporting data as required.

21st Century School Facilities (Knott) Commission

IAC Process/Procedures/Regulations/Structures Review

Change Proposal Form

Sub-Committee Co-Chairs:

Dr. Kevin M. Maxwell
CEO-Prince George's County Public Schools

Dr. Theresa R. Alban
Superintendent - Frederick County Public Schools

Submitter's Name: Alex L. Szachnowicz, P.E. Email: aszachnowicz@aacps.org

Representing (LEA, County, etc.): Anne Arundel County Public Schools Phone: (410)222-5308

Item or topic proposed for alteration or elimination:

From Appendix 202 Educational Specifications Content Outline

D. General Project Design Criteria

2. State and local facilities design and construction guidelines and standards

Rationale or supporting information for the proposed change:

Allow these lengthy documents (design standards) to be included by reference in the Ed Spec.

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Representing (LEA, County, etc.): Anne Arundel County Public Schools Phone: (410)222-5308

Item or topic proposed for alteration or elimination:

Eliminate duplicative state reviews of prototype Ed Specs and prototype building designs. Create an "Ed Spec on file" and "Plans on file" system in lieu.

Rationale or supporting information for the proposed change:

The State views each project individually and does an in depth full stem to stern review of all aspects of a project, even if they are prototypes. This is impractical, inefficient and time consuming. The State can implement an "On File" system and as long as the LEA's deliverable substantively matches the "On File" document, a full review sequence will not be required. By way of example, a townhouse community builder has the local code officially fully review and approve the 3-4 possible models. They are then placed "On File" and remain as such as long as the developer does not change them. In that way, the builder and code reviewers do not have to review each and every one of the 450 townhomes from scratch for the next three years during build-out. The same notion can be fashioned for prototype public school to encourage their use more.

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Representing (LEA, County, etc.): Anne Arundel County Public Schools Phone: (410)222-5308

Item or topic proposed for alteration or elimination:

Eliminate the State's requirement that all public schools must be upgraded to the level of emergency shelter compliance levels anytime that an IAC project is approved for the site.

Rationale or supporting information for the proposed change:

Without doubt, community resiliency is important. Public schools have a role to play in that. Each county has an emergency management plan and an entity responsible for same. Each plan identifies the designated emergency shelters within the jurisdiction. So it only makes sense to invest in those facilities to bring them up to emergency shelter compliance levels. All new and fully renovated facilities only should be proposed as emergency shelters as long as the local Office of Emergency Management (OEM) deems the project an appropriate facility and location for a shelter. It makes no sense to bring all buildings, including those not designated as such or impractical for use as such, up to those levels. It also makes no sense to bring an entire 80,000 square foot elementary school up to emergency shelter compliance standards simply if you are constructing a minor addition to it or upgrading the wiring supporting the computer labs and networks.

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Representing (LEA, County, etc.): Anne Arundel County Public Schools Phone: 410-222-5308

Item or topic proposed for change:

Discontinue the practice of requiring LEA's to calculate a 2.5% contingency cost figure that the IAC then withholds a percentage of from the initial construction allocations in case change orders occur later in the project. The IAC should distribute the entire maximum state allocation at the outset of the project.

Rationale or supporting information for the proposed change:

The present process requires all change orders to be remitted to the IAC for review. This creates a tremendous workload on both the LEA's and the IAC as well as impacts project schedules. Experience demonstrates that the IAC does not participate in the vast majority of change orders which results in the State's contingency share potentially not being distributed. It would be more efficient and effective for all involved if the maximum State allocation was made available as a funding source at the time of initial project award.

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Representing (LEA, County, etc.): Anne Arundel County Public Schools Phone: (410)222-5308

Item or topic proposed for alteration or elimination:

The approved procurement methodologies should be expanded to allow for negotiations and best/final rounds if the best price/best quality is the goal.

Rationale or supporting information for the proposed change:

Encourage qualification based selection models and best value models that are used widely in the private sector and in the professional service sectors in lieu of the adversarial and widely discredited low bid models. Allow for negotiated contracts in addition to hard bid contracts.

Hard low bid is too rigid and does not allow commonsense explorations of cost saving strategies that are common practice in the private sector. This is especially critical if the State wants to foster value engineering and alternative means/methods exploration to drive down overall costs. The hard low bid method, most widely used in the public sector is almost unheard of in the private sector. There are multiple reasons for that. The public sector should expand its toolbox to allow for more flexible procurement methods where said methods can be demonstrated to be in the best interest of the LEA and the S-tate coffers.

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Item or topic proposed for alteration or elimination:

Expand the number of project delivery methods already available under state code to allow LEA's to voluntarily enter into agreements with the Maryland Stadium Authority or other bonafide State or Federal entities such as DGS, GSA or DoDEA for the design and delivery of public school project.

Rationale or supporting information for the proposed change:

At present, State law recognizes a number of valid project delivery models. Each has various pros and cons to them and each LEA makes decisions on which one to utilize based upon local circumstances. I would suggest further expanding upon the existing list of available project design and delivery methods by allowing LEA's to voluntarily enter into agreements with other recognized public sector entities such as Maryland's DGS or the federal government's GSA or DoDEA entities. In essence, we would be expanding the number of tools in the toolbox available to LEA's.

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Representing (LEA, County, etc.): Anne Arundel County Public Schools Phone: (410)222-5308

Item or topic proposed for alteration or elimination:

Increase the amount of square footage recognized by the state for Community Use funding consideration from today's 3,000 square feet to 4,000 for elementary schools and 5,000 (or more) for secondary schools.

Rationale or supporting information for the proposed change:

Public schools are increasingly the hub of community activities. The use and purpose of school facilities extends beyond the academic day to service entities such as Recreation & Parks and community theater/arts councils. The co-location of such elements is sound public policy and maximizes the public good as well as the public's return on investment. The State should incentivize more co-location activities at the LEA level and one sound way to do so is to materially increase the amount of Community Use space that the State will recognize and fund share.

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Representing (LEA, County, etc.): Anne Arundel County Public Schools Phone: (410)222-5308

Item or topic proposed for alteration or elimination:

Eliminate the requirement for all new public school buildings or comprehensively renovated schools to comply with and be certified as LEED Silver.

Rationale or supporting information for the proposed change:

Achieving full LEED Silver accreditation is both expensive and time consuming. The drastic improvements in the model building codes, ASHRA, NEC, storm water management requirements, etc., has these buildings almost to LEED standards by default and thus extremely energy efficient and environmentally appropriate. The significantly increased costs and time requirements to close the few remaining percentage point gap is not a good return on the public's investments. Quite frankly, LEA's are places in a position to game the system and pay for point accruing accoutrements simply to qualify for a LEED certificate to hang in the lobby. These add on items seldom have any sound educational purpose or value, they simply drive up costs. The costs associated with the LEED documentation and certification process comprised approximately 4% of the design fees (.026% of construction cost) on a recent prototype school.

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Submitter's Name: Alex L. Szachnowicz, P.E.
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Item or topic proposed for alteration or elimination:

Revise MBE reviews of contracts

Rationale or supporting information for the proposed change:

A more efficient contract MBE approval process is required. AACPS recently sent contracts up to the State for IAC approval in April 2017 and just received MBE approval in September 2017, therefore the contracts will not go before the IAC until October. All LEAs are required to have a MBE procedure in effect, and if the local jurisdictions follow required procedures, why is it necessary to have the State repeat the same procedure. A review of the contracts as well as an audit, frequency determined by the State, should be sufficient to move forward for approval of contracts.

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Representing (LEA, County, etc.): Anne Arundel County Public Schools Phone: (410)222-5308

Item or topic proposed for alteration or elimination:

Reexamine the role of the Maryland Department of Planning in the IAC process. While MDP provides valuable input on the front end of project scope validation, is MDP's continued involvement throughout the design and project execution/delivery value added?

Rationale or supporting information for the proposed change:

MDP is certainly a valued partner in terms of externally validating near and long term enrollment projections as part of the Educational Facilities Master Plan. I see no changes to this macro level review.

On a micro level however, the LEA and their individual county planning and zoning departments should be given deference. The State does not know at the micro level what projects are in the pipeline, when permit and development will commence, the sales pace in the realtor trailer, the turn-over rates within individual neighborhoods, etc. The local school district, planning and zoning department, building permit department, and real estate sales and development agents know it at this level of granularity.

Also, once the project has been validated for State funding eligibility at the LP level, the role of MDP in the remaining phases of the project should be reexamined comprehensively.

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Representing (LEA, County, etc.): Anne Arundel County Public Schools Phone: (410)222-5308

Item or topic proposed for alteration or elimination:

MSDE and DGS should discontinue to be involved in the review of LEA prepared and issued Construction Document Drawings and detailed Project Specifications.

MSDE and DGS would continue to be involved in the review of LEA prepared and issued Educational Specifications, Feasibility Studies, Schematic Designs, and Design Development Drawings in order to verify project validity and programmatic compliance with State requirements.

Rationale or supporting information for the proposed change:

MSDE and DGS have a role in verifying that proposed projects comport with State mandated programmatic compliance, project validation criteria, project scope elements, and funding eligibility. As such, the State should have a role in reviewing the various phases of a project up through and including the Design Development stage (i.e. 50 percents). Attendance at design meetings should continue because a deeper understanding of the project is obtained by the State Representative. After that, the project is put into production phase necessary for execution. This involves State Registered Architects, State licensed Professional Engineers, State licensed Land Surveyors, etc. as well as the code review and permit issuance elements of each jurisdiction. DGS should not have to be involved in the execution level of the project since there are sufficient structures and safe guards already in place to protect the State's and public's interests at the Construction (permit) Drawing, Project Specification and project delivery stages. Construction documents reviews are not timely therefore many of the comments have already been included in the documents through the Construction Managers reviews. Also, due to staffing shortages at DGS, these reviews are furthermore not timely and cause delays to the bidding and ground breaking stages.

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Representing (LEA, County, etc.): Anne Arundel

Email: Aszachnowicz@aacps.org
Phone: (410)222-5308

Item or topic proposed for alteration or elimination:

Establish a sliding scale for Prevailing Wage Rates

Rationale or supporting information for the proposed change:

The State-Local Cost Share Percentage is established by formula. If an LEA receives up to 90% of State funding, it is understandable that they should be using the State participation in the cost of construction of 25% or greater. For LEAs that receive less State participation, the cost of construction percentage for prevailing wage should be higher.

Example of a sliding scale would be;

LEAs receiving 91% – 100% State participation use 25% or greater for prevailing wage

LEAs receiving 81% - 90% State participation use 30% for prevailing wage

LEAs receiving 71% - 80% State participation use 35% for prevailing wage

LEAs receiving 61% - 70% State participation use 40% for prevailing wage

LEAs receiving 51% - 60% State participation use 45% for prevailing wage

LEAs receiving 50% or less - State participation use 50% for prevailing wage

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Representing (LEA, County, etc.): Anne Arundel County Public Schools Phone: (410)222-5308

Item or topic proposed for alteration or elimination:

Comprehensively review the list of "ineligible" items in light of today's building means, methods and needs. The list does not appear to comport with today's requirements or realities.

Rationale or supporting information for the proposed change:

The current list is antiquated and needs to be simplified to; if the item is installed/attached to the structure it should be considered eligible. The original list of ineligible items was well intentioned and designed to preserve the assets paid for by the State such that it ensured the asset would remain at that school permanently. So movable FF&E that was not permanently affixed to the building was deemed ineligible. So in the days when we utilized overhead projectors on carts and movable movie screens, classifying them as ineligible made sense. Today's classrooms have permanently mounted/permanently wired integrated projection and smart-board systems. They are not capable of being taken to another facility and are an essential element of the instructional delivery system. As such, they should be eligible for funding. This is but one example that speaks to the need for a more comprehensive reanalysis of the ineligible item list.

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Item or topic proposed for alteration or elimination:

Push back the September 1 deadline for Schematic Designs (SD) and November 1 deadline for Design Development (DD) documents to the State to a more reasonable timeframe considering design funds become available in July.

Rationale or supporting information for the proposed change:

Moving the deadline back for Schematic Design and Design Development documents to October 1 and December 1 (or later) gives the LEA's an opportunity to produce a feasibility study, if required, prior to submission of the SD's and DD's.

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Item or topic proposed for alteration or elimination:

Eliminate or comprehensively modify Section 104 – School Site Approval.

Rationale or supporting information for the proposed change:

At present, IAC approval and the approval of the State Superintendent of Schools, are required for the acquisition of all new school sites exceeding 5 acres, whether for imminent use or site bank purposes. The site must also go through the Maryland State Clearinghouse process prior to the above. The process is extremely complex, expensive, laborious, lengthy, and essentially unworkable in its present form. In the months that it may take to navigate this process, the present land owner may either be unwilling to wait and/or sell the property to an alternative bidder. The LEA, local Board, local County Government body, and local Planning and Zoning Officer's approvals should suffice. I urge the Commission to review the entire 8-page approval requirement process to determine if it is reasonable, prudent, effective, and efficient. If not, Section 104 should be eliminated or comprehensively modified.

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Representing (LEA, County, etc.): Anne Arundel

Phone: (410)222-5308

Item or topic proposed for alteration or elimination:

When developing a State Rated Capacity (SRC) for a building, special regional programs should be acknowledged as occupying space within the facility.

Rationale or supporting information for the proposed change:

By acknowledging special programs, it may provide evidence that a school is at capacity and requires an addition.

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Item or topic proposed for alteration or elimination:

Reexamine the mathematical algorithm that determines the State/Local cost share split. They should also be recalibrated more frequently than every 3 years since the construction markets are volatile and local funding and wealth factors can frequently alter as well.

Rationale or supporting information for the proposed change:

The above referenced recommendation stands on its own merit and does not require further elaboration or supporting information.

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Representing (LEA, County, etc.): Anne Arundel County Public Schools Phone: (410)222-5308

Item or topic proposed for alteration or elimination:

Statewide Contingency Account

Rationale or supporting information for the proposed change:

Defined procedure is needed regarding the Statewide Contingency Account. The State should be required to have LEA approval before funds are reverted to the Statewide Contingency Account. In addition, require the State to report the accounting reconciliation of the Statewide Contingency Account to the LEA prior to the IAC taking any action on same.

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Representing (LEA, County, etc.): Anne Arundel County Public Schools Phone: (410)222-5308

Item or topic proposed for alteration or elimination:

Submissions of many documents can be transmitted electronically

Rationale or supporting information for the proposed change:

Documentation for the submission of items such as Change Orders, 303.3, 303.4, MBE, and all other non-CIP documentation can be laborious. The same can be said for the electronic submission of 306.2 Request for Reimbursement and 306.6 Close Out Cost Summary. If there was a central electronic repository for standard document submission it would; save time and money; eliminate paper; and allow different departments within the State to access the information without having the LEA's send multiple copies of documents to various entities within the State.

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Sub-Committee Co-Chairs:

Dr. Kevin M. Maxwell
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Dr. Theresa R. Alban
Superintendent - Frederick County Public Schools

Submitter's Name: Nichole Stewart
Representing (LEA, County, etc.): Baltimore City Public Schools

Email: nmstewart@bcps.k12.md.us
Phone: 443-642-4513

Item or topic proposed for alteration or elimination:

1. CEFMP Checklist Requirement

All Local Education Agencies (LEAs) in the state of Maryland are required to annually submit a Comprehensive Educational Facility Master Plan (CEFMP) to the state. The completion of the CEFMP includes a checklist of items as required elements to include in the document. Baltimore City Public Schools (City Schools) recommends alterations to the IAC's methodologies and processes related to the CEFMP as there are specific areas of concern that have a significant impact on Baltimore City Public Schools (City Schools) facilities programs.

Rationale or supporting information for the proposed change:

Currently, all LEAs are required to submit the specified information, regardless of relevance to that entity. There are several components of the CEFMP checklist requirements that City Schools cannot adhere to due to its unique circumstances. For example, Baltimore City is land-locked and new school facilities will likely not be built on undeveloped land. Therefore, we do not have criteria or policies related to site selection and adequate public facility ordinance restrictions. In addition, City Schools offers specialized programs of various sizes to accommodate the student population. City Schools does not support staffing ratio policies required of the IAC checklist.

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Sub-Committee Co-Chairs:

Dr. Kevin M. Maxwell
CEO-Prince George's County Public Schools

Dr. Theresa R. Alban
Superintendent - Frederick County Public Schools

Submitter's Name: Nichole Stewart
Representing (LEA, County, etc.): Baltimore City Public Schools

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Item or topic proposed for alteration or elimination:

2. Review of CIP and Selection of Projects

City Schools uses a quantitative methodology and ranking process to prioritize capital projects. Projects are prioritized based on identified factors and overall needs within the district. Challenges arise when the IAC denies or partially funds requested priority projects due to subjective reasoning. City Schools recommends collaboration with the IAC prior to rejecting or partially funding high priority projects. Project eligibility should be based on quantitative measures rather than personal views and opinions of IAC staff on which systemic projects are most appropriate to complete.

Rationale or supporting information for the proposed change:

Recently, several HVAC projects were deemed ineligible for approval by the IAC. The reasoning given for the disapproval of the projects was, in their view, City Schools Facilities staff was unable to handle the volume of work. Although the concerns with staffing may be points of contention and noted by the IAC, this should not warrant an appropriate basis for rejecting project eligibility without discussion with the LEA.

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Submitter's Name: Nichole Stewart
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Item or topic proposed for alteration or elimination:

3. State Local-Cost Funding Formula

Several elements of the cost funding formula pose areas of concern for City Schools. **First**, the current per student area allocations are out dated. City Schools believes that this allocation should be revised as educational spaces have evolved to support changing educational spaces and pedagogy. The **second** concern with the State Local-Cost Funding Formula is the cost per square foot that is applicable to major capital projects. The costs are based on bids received for the new school construction in the prior six-month period, cost information derived from industry sources, and anticipated cost escalation factors supported by the Department of General Services (DGS). Due to limited local resources, City Schools relies heavily on state funding to successfully complete major and systemic projects. As such, most major projects take between 3-4 years to complete. Hence, the overall project cost usually increases from the time it was approved, due to changing market conditions. City Schools then must use its limited local funds to cover the funding gap or rescind the project, both of which cause a negative impact on the district. City Schools recommends that the IAC include an escalation cost when establishing the funding allocation and/or allow LEAs to revise the cost per foot estimates and increase the state's support, based on current market conditions.

Rationale or supporting information for the proposed change:

City Schools recommends that all elements associated with the State Local-Cost Funding Formula be reviewed as it relates to Baltimore City Schools. Baltimore City Schools has unique characteristics that impact factors associated with the calculation formula.

21st Century School Facilities (Knott) Commission

Note: Use separate sheets for separate topics. If required, start proposal on this sheet which will act as the cover page and attach any additional sheets or supporting data as required.

IAC Process/Procedures/Regulations/Structures Review

Change Proposal Form

Sub-Committee Co-Chairs:

Dr. Kevin M. Maxwell
CEO-Prince George's County Public Schools

Dr. Theresa R. Alban
Superintendent - Frederick County Public Schools

Submitter's Name: Nichole Stewart
Representing (LEA, County, etc.): Baltimore City Public Schools

Email: nmstewart@bcps.k12.md.us
Phone: 443-642-4513

Item or topic proposed for alteration or elimination:

4. Expanding the List of Items Eligible for State Funding

Several items have been removed from the list of "eligible" project cost, all of which play a significant role in funding capital projects. In 1980, furniture, fixtures, and equipment (FF&E) were excluded from the list of eligible project costs. City Schools recommends that FF&E and technology be included in the state capital funding formula thereby increasing allocations accordingly for CIP projects to LEAs.

Rationale or supporting information for the proposed change:

A fundamental feature of 21st Century learning is the degree to which learning environments can be adapted to various and changing learning styles. Furniture and technology are integral to creating adaptable, high quality and sustainable facilities. New furnishings can be a significant mean for upgrading an aging facility environment that is in standard condition to a renovated facility with 21st Century standards.

21st Century School Facilities (Knott) Commission

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IAC Process/Procedures/Regulations/Structures Review

Change Proposal Form

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CEO-Prince George's County Public Schools

Dr. Theresa R. Alban
Superintendent - Frederick County Public Schools

Submitter's Name: Nichole Stewart
Representing (LEA, County, etc.): Baltimore City Public Schools

Email: nmstewart@bcps.k12.md.us
Phone: 443-642-4513

Item or topic proposed for alteration or elimination:

5. DGS Review and Comments

Due to the number of project reviews that are required for projects, DGS review of final documents prior to bid is duplicative. In addition, the time it takes DGS to review projects is problematic and delays projects.

Rationale or supporting information for the proposed change:

As an example, the documents submitted by City Schools in January 2017 have still not received comments. A 10 month delay hinders City Schools moving forward with the bid process which ultimately delays projects and poses the risk of losing the funding because projects aren't bid within the allowable timeframe.

21st Century School Facilities (Knott) Commission

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IAC Process/Procedures/Regulations/Structures Review

Change Proposal Form

Sub-Committee Co-Chairs:

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CEO-Prince George's County Public Schools

Dr. Theresa R. Alban
Superintendent - Frederick County Public Schools

Submitter's Name: Nichole Stewart
Representing (LEA, County, etc.): Baltimore City Public Schools

Email: nmstewart@bcps.k12.md.us
Phone: 443-642-4513

Item or topic proposed for alteration or elimination:

6. Timing of Contingency Request

City Schools is sometimes required to rescind projects due to limited resources. City Schools recommends that reverted funds be used to fund eligible CIP projects from the same fiscal year rather than using the funding for the following fiscal year as part of the annual allocation. Furthermore, City Schools recommends that a funding policy be established requiring the IAC to collaborate with LEA and to address project implications prior to making final recommendations.

Rationale or supporting information for the proposed change:

The funds in accounts associated with rescinded projects are oftentimes recycled, or used for the current funding year request, effectively lowering the allocation of new funds.

21st Century School Facilities (Knott) Commission

IAC Process/Procedures/Regulations/Structures Review

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Change Proposal Form

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CEO-Prince George's County Public Schools

Dr. Theresa R. Alban
Superintendent - Frederick County Public Schools

Submitter's Name: Nichole Stewart
Representing (LEA, County, etc.): Baltimore City Public Schools

Email: nmstewart@bcps.k12.md.us
Phone: 443-642-4513

Item or topic proposed for alteration or elimination:

7. Withheld Contingency Cost

The IAC currently withholds 2.5% in contingency funds from the initial construction allocation for change orders that could occur later in the project. This amount should be included in the initial construction allocation at the outset of the project so that LEAs have more flexibility with how money is used.

Rationale or supporting information for the proposed change:

The additional work required to prepare all change orders for IAC review is cumbersome for both the LEA and the IAC. Past project records indicate that the change orders are rarely covered by the IAC, and therefore that 2.5% is actually not being distributed to the LEA. It would be more effective if the entire amount of the construction allocation (including the 2.5% contingency) could be made available at the start of the project.

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21st Century School Facilities (Knott) Commission

IAC Process/Procedures/Regulations/Structures Review

Change Proposal Form

Sub-Committee Co-Chairs:

Verletta White

Interim Superintendent of Baltimore County Public Schools

Submitter's Name: Kevin Smith

Representing (LEA, County, etc.): Baltimore County Public Schools

Email: kdsmith@bcps.org

Phone: 443-809-4310

Item or topic proposed for change:

The state should discontinue the practice of developing and enforcing design standards, i.e. for Information Technology (IT), Media Center, Health Suites, and Classroom design, etc.

Rationale or supporting information for the proposed change:

The pedagogy for effective design of these practices within the school buildings are changing much too rapidly for the state to maintain and update to new standards in a timely manner. IT standards are an excellent example. The state requires a certain number of desk top units that are hardwired to the internet. BCPS is currently, nearly 100% wireless.

It would be more beneficial and productive for the state to act as a clearinghouse between all of the LEA's. In other words, the state collects effective implementation of new techniques and lessons-learned from the LEA's and from around the country and then distributes them to the LEA's. Additionally, the state could act as a facilitator to conduct workshops, charrettes, or round-table discussions to establish a form of communication between LEA's.

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21st Century School Facilities (Knott) Commission

IAC Process/Procedures/Regulations/Structures Review

Change Proposal Form

Sub-Committee Co-Chairs:

Verletta White
Interim Superintendent of Baltimore County Public Schools

Submitter's Name: Kevin Smith
Representing (LEA, County, etc.): Baltimore County Public Schools

Email: kdsmith@bcps.org
Phone: 443-809-4310

Item or topic proposed for change:

The state should discontinue the practice of not funding any fixtures, furniture and equipment (FF&E). On the contrary, the state should fund a five or ten year program to install 21st century furniture into all of the Maryland public schools.

Rationale or supporting information for the proposed change:

The current 21st Century philosophy is a student centered pedagogy which requires that the instruction/curriculum drives facility design. Part of this philosophy is that the individual teacher has a number of student centered delivery techniques to employ; lecture, group participation, individual instruction, round-table discussion, etc. These techniques are almost impossible with the standard desk/chair combination used for decades in our schools. However, the newer 21st century furniture provides this flexibility to the teacher.

However, the belief that the furniture does not have a sufficient life expectancy beyond the 15 year requirement is prohibiting the state from participating in providing this opportunity to our classrooms. And this belief is wrong. Much of the furniture in our schools have been around for decades and are still in good shape. Well beyond the 15 year requirement.

Additionally, Baltimore County is a very diverse county. Our student population and communities are racially and economically very diverse. When a new state-of-the-art school is built, of course, all of the parents and communities from all around the county desire to have the same opportunities for their children that were just provided to the communities that received the new school house and state-of-the-art classroom environment.

One of the least expensive and simplest ways to provide this state-of-the-art classroom environment and educational opportunity is to provide 21st century furniture to each classroom. The furniture will function and provide flexibility even in the oldest of our schools. If the intent is to provide equity to ALL students, for the cost of one middle or high school, all 113,000 Baltimore County public school students could receive 21st century furniture and an opportunity at a quality based, student centered, 21st century education.

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21st Century School Facilities (Knott) Commission

IAC Process/Procedures/Regulations/Structures Review

Change Proposal Form

Sub-Committee Co-Chairs:

Verletta White

Interim Superintendent of Baltimore County Public Schools

Submitter's Name: Kevin Smith

Representing (LEA, County, etc.): Baltimore County Public Schools

Email: kdsmith@bcps.org

Phone: 443-809-4310

Item or topic proposed for change:

The state should eliminate the prevailing wage requirement for public school projects that have state participation exceeding 25% or should increase the participation requirement above 75%.

Rationale or supporting information for the proposed change:

It is apparent that the intent of the provision, though laudable, has not had the desired effect. Union labor participation in public school construction projects has not increased, at least, not in Baltimore County. On the contrary, it has provided increased wages to non-union labor forces and increased the cost of public school construction. Alternative methodologies should be explored that would have a more likely effect of achieving the desired intent.

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21st Century School Facilities (Knott) Commission
IAC Process/Procedures/Regulations/Structures Review

Change Proposal Form
Sub-Committee Co-Chairs:

Verletta White
Interim Superintendent of Baltimore County Public Schools

Submitter's Name: Kevin Smith
Representing (LEA, County, etc.): Baltimore County Public Schools

Email: kdsmith@bcps.org
Phone: 443-809-4310

Item or topic proposed for change:

Discontinue the practice of requiring LEA's to submit their Schematic, Design Development and Construction Document designs to the state for review. Additionally, discontinue the practice of not permitting the LEA's to advance to the next phase of design until those reviews are complete and the state comments are received. Allow those LEA's that have the resources to perform their own reviews.

Rationale or supporting information for the proposed change:

The state, generally, hires a third party consultant to perform all reviews due to the overwhelming quantity of reviews needed. These third party consultants are not education K-12 design consultants. The designs, standards, and practices used are very different from normal commercial or residential construction. These design reviews can take between two and three months to complete and the comments generated are not impactful to the design. Therefore, the process is delayed by several months at a time for relatively no benefit.

The most critical advancement in the process is from the Construction Document phase to the bid phase. A two or three month delay for little to no benefit could have severe consequences. Typically, the construction is due to be complete at the beginning of the new school year. That date never changes. However, delaying the ability of the LEA to put the design documents on the street for bidding can jeopardize the quality of construction, the cost of construction, and the LEA's ability to open the school on time.

Many of the LEA's have the resources to conduct proper third party quality control and constructability reviews. Therefore, these reviews should be left to these individual LEA's. Those LEA's that do not have these resources should be permitted to take advantage of the state reviews. Regardless, the third party consultants should be experienced in K-12 education design and their reviews limited to compliance with state law and regulations.

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21st Century School Facilities (Knott) Commission

IAC Process/Procedures/Regulations/Structures Review

Change Proposal Form

Sub-Committee Co-Chairs:

Dr. Kevin M. Maxwell
CEO-Prince George's County Public Schools

Dr. Theresa R. Alban
Superintendent - Frederick County Public Schools

Submitter's Name: Darrell Barricklow
Representing (LEA, County, etc.): Calvert

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Phone: 443-550-8773

Item or topic proposed for alteration or elimination:

Paragraph 303.2.D provides for 15-workdays of review time by the State for the Construction Document submission. This review time is built into the LEA's and the Design Team's schedule for bidding and start of construction. Often times the 15-workday review is exceeded by the State, thus compromising the schedule for bid and construction start date.

The same 15-workday time frame has been allocated to projects of all scopes and values. A 15-workday timeframe to review a 200,000 SF \$80 m project versus a \$750k gymnasium addition is not realistic and brings to question how thorough the review is on a large and complex project if the review were completed in 15-workdays.

By the IAC not meeting the 15-workday return of CD phase review comments, the project cannot move forward to bidding. This results in comprised phasing dates and/or overall completion date since the project cannot go before the LEA's BoE or start construction when planned.

Revisions to this paragraph may include: (1) eliminate CD phase submission for review in its entirety – LEAs to submit for information purposes only; (2) increase time allocated for projects over an established square footage so the LEAs and design teams can adjust their bid and construction start/phasing schedules accordingly; or (3) IAC allows project to bid without having CD review comments or responses.

Rationale or supporting information for the proposed change:

Historical timeline data for the CD review process associated with the Northern High School Replacement project – PSC#04.005.12/15/17 LPC:

22 March 2016 – CCPS submits CD phase review documents to DGS (package requires no revisions, follow-up or additional information)

15 August 2016 – CCPS receives full list of comments from all reviewing parties (**102 workdays elapsed**)

25 August 2016 – CCPS returns responses to all comments (**8 workdays elapsed**)

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21st Century School Facilities (Knott) Commission

IAC Process/Procedures/Regulations/Structures Review

Change Proposal Form

Sub-Committee Co-Chairs:

Dr. Kevin M. Maxwell
CEO-Prince George's County Public Schools

Dr. Theresa R. Alban
Superintendent - Frederick County Public Schools

Submitter's Name: Shuchita Warner
Representing (LEA, County, etc.): Calvert

Email: warnersh@calvertnet.k12.md.us
Phone: 443-550-8772

Item or topic proposed for alteration or elimination:

Current Life Cycle Cost Analysis (LCCA) for HVAC systems currently requires energy modeling that utilizes a standard rate of energy use for school buildings of 2000 hours per year. This figure can be inaccurate depending on the type of facility. High schools tend to operate for a much longer duration per day than elementary school buildings. The IAC should utilize more accurate operational hours to be used for the LCCA based on type of school building. An option could be to utilize the LEAs own energy use toward the calculation.

Rationale or supporting information for the proposed change:

Accurate data used in the LCCA process will yield more accurate results and better inform the LEAs ultimate decisions on which HVAC systems will provide the best value for the school system.

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CEO-Prince George's County Public Schools

Dr. Theresa R. Alban
Superintendent - Frederick County Public Schools

Submitter's Name: Shuchita Warner
Representing (LEA, County, etc.): Calvert

Email: warnersh@calvertnet.k12.md.us
Phone: 443-550-8772

Item or topic proposed for alteration or elimination:

The IAC review process relies on the IAC/DGS published requirements, which in some cases are outdated and in others, do not meet the current applicable codes.

The IAC should look for other ways to support the LEAs such as assistance with constructability reviews, value engineering efforts, and feedback on first costs vs. life cycle costs of systems.

Rationale or supporting information for the proposed change:

Since code compliance is a minimum requirement of design, the IAC would be better suited to provide support to the LEAs in other ways.

The State Agencies that work within the IAC framework can provide valuable feedback through data collected from the LEAs within Maryland. This information would assist most school systems as they develop their CIPs and design projects.

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21st Century School Facilities (Knott) Commission

IAC Process/Procedures/Regulations/Structures Review

Change Proposal Form

Sub-Committee Co-Chairs:

Dr. Kevin M. Maxwell
CEO-Prince George's County Public Schools

Dr. Theresa R. Alban
Superintendent - Frederick County Public Schools

Submitter's Name: William Caine
Representing (LEA, County, etc.): Carroll County

Email: wecaine@carrollk21.org
Phone: 410-386-1817

Item or topic proposed for alteration or elimination:

Include furniture and equipment as an eligible construction cost.

Rationale or supporting information for the proposed change:

The current trend in educational facilities is to provide as much flexibility as possible to be able to accommodate future demands that are unknown. Due to the fact that moveable furniture is not an eligible construction expense, the Local Education Authorities (LEA) often install built-in casework since it is an eligible construction expense. This built-in casework and furniture makes the classroom spaces much less flexible for future demands.

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21st Century School Facilities (Knott) Commission

IAC Process/Procedures/Regulations/Structures Review

Change Proposal Form

Sub-Committee Co-Chairs:

Dr. Kevin M. Maxwell
CEO-Prince George's County Public Schools

Dr. Theresa R. Alban
Superintendent - Frederick County Public Schools

Submitter's Name: William Caine
Representing (LEA, County, etc.): Carroll County

Email: wecaine@carrollk21.org
Phone: 410-386-1817

Item or topic proposed for alteration or elimination:

Discontinue the practice of require LEA's to calculate a 2.5% contingency cost figure that the IAC withholds in case of future change orders. This money should just be part of the construction allocation, and all change orders should be dealt with at the local level.

Rationale or supporting information for the proposed change:

The present process requires all change orders to be submitted to the IAC for review. This creates a huge workload on both the LEA's and the IAC staff. If the contingency funds are not utilized on a project, the money is typically reallocated to the LEA. This process also requires valuable staff time. It would be more efficient and effective for all involve if the maximum State allocation was mad available as a funding source at the time of bid award.

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Change Proposal Form

Sub-Committee Co-Chairs:

Dr. Kevin M. Maxwell
CEO-Prince George's County Public Schools

Dr. Theresa R. Alban
Superintendent - Frederick County Public Schools

Submitter's Name: William Caine
Representing (LEA, County, etc.): Carroll County

Email: wecaine@carrollk21.org
Phone: 410-386-1817

Item or topic proposed for alteration or elimination:

Discontinue the Department of General Services (DGS) review of documents at the Design Development (DD) level for renovations and new construction. Limit the review of these projects to the Construction Documents (CD).

Rationale or supporting information for the proposed change:

DGS review of DD drawings has minimal impact on the quality of the drawings because it is too early in the design process and many things are not completely defined at the local level. The time and effort necessary to complete this step rarely results in improvements to the drawings.

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21st Century School Facilities (Knott) Commission

IAC Process/Procedures/Regulations/Structures Review

Change Proposal Form

Sub-Committee Co-Chairs:

Dr. Kevin M. Maxwell
CEO-Prince George's County Public Schools

Dr. Theresa R. Alban
Superintendent - Frederick County Public Schools

Submitter's Name: William Caine
Representing (LEA, County, etc.): Carroll County

Email: wecaine@carrollk21.org
Phone: 410-386-1817

Item or topic proposed for alteration or elimination:

Discontinue the Department of General Services (DGS) review of Systemic Renovation projects.

Rationale or supporting information for the proposed change:

The review of these types of projects generally does not add much value to the overall project, and often times holds up the bidding and construction schedules. This can often increase projects costs, or even delay summer projects an entire year if the delay is too great.

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CEO-Prince George's County Public Schools

Dr. Theresa R. Alban
Superintendent - Frederick County Public Schools

Submitter's Name: William Caine

Email: wecaine@carrollk21.org

Representing (LEA, County, etc.): Carroll County

Phone: 410-386-1817

Item or topic proposed for alteration or elimination:

Eliminate current requirement that prevailing wages must be used on projects that are funded by the State at 25% or more of the eligible construction cost. If prevailing wages must be used, change the requirement back to projects that are funded by the State at 50% or more of the eligible construction costs.

Rationale or supporting information for the proposed change:

Based on years of bidding projects both with and without prevailing wages, Carroll County has found that prevailing wages typically increases the cost of a construction project by approximately 10 percent. Due to the current 25% threshold requirement, the bulk of these additional costs are sometimes funded using local dollars. This is an unfair burden placed on the local funding authorities, and has the effect of reducing the number of projects that can be funded.

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Change Proposal Form

Sub-Committee Co-Chairs:

Dr. Kevin M. Maxwell
CEO-Prince George's County Public Schools

Dr. Theresa R. Alban
Superintendent - Frederick County Public Schools

Submitter's Name: Dr. D'Ette W. Devine

Email: ddevine@ccps.org

Representing (LEA, County, etc.): Cecil County Public Schools

Phone: 410-996-5499

Item or topic proposed for alteration or elimination:

Place a time limit that DGS has to review all documentation. For instance, if DGS does not respond to the LEA's submission with their written comments within 45 days, then LEA's may proceed with the next step in the process without repercussions.

Rationale or supporting information for the proposed change:

Extended wait time for DGS comments cost LEAs both time and money on construction progress. Time is effected by missing certain construction milestones which in turn cost the projects money.

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21st Century School Facilities (Knott) Commission

IAC Process/Procedures/Regulations/Structures Review

Change Proposal Form

Sub-Committee Co-Chairs:

Dr. Kevin M. Maxwell
CEO-Prince George's County Public Schools

Dr. Theresa R. Alban
Superintendent - Frederick County Public Schools

Submitter's Name: Dr. D'Ette W. Devine

Email: ddevine@ccps.org

Representing (LEA, County, etc.): Cecil County Public Schools

Phone: 410-996-5499

Item or topic proposed for alteration or elimination:

Create a funding/monetary incentive program for counties that consistently score high (both Good and Superior) on their annual building preventative Maintenance/Construction inspections.

Rationale or supporting information for the proposed change:

Counties should be financially rewarded, by the State, for maintaining their buildings and saving taxpayers money through their preventative maintenance departments and programs.

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Sub-Committee Co-Chairs:

Dr. Kevin M. Maxwell
CEO-Prince George's County Public Schools

Dr. Theresa R. Alban
Superintendent - Frederick County Public Schools

Submitter's Name: Dr. D'Ette W. Devine

Email: ddevine@ccps.org

Representing (LEA, County, etc.): Cecil County Public Schools

Phone: 410-996-5499

Item or topic proposed for alteration or elimination:

Relax the current LEED requirements on all public school construction projects. Instead of making it mandatory to certify a project, perhaps create a tiered incentive program to encourage LEAs to go for the certification.

Rationale or supporting information for the proposed change:

Data shows that the LEED certification adds an additional 20% - 30% upfront cost to the project. While it is true the costs can be recouped over time through the energy savings, most of these savings can be recognized and accomplished through other ways during the design and construction without actually having to certify the project.

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Sub-Committee Co-Chairs:

Dr. Kevin M. Maxwell
CEO-Prince George's County Public Schools

Dr. Theresa R. Alban
Superintendent - Frederick County Public Schools

Submitter's Name: Dr. D'Ette W. Devine

Email: ddevine@ccps.org

Representing (LEA, County, etc.): Cecil County Public Schools

Phone: 410-996-5499

Item or topic proposed for alteration or elimination:

Adjust the MBE participation requirement on projects starting at \$1,000,000 minimum instead of the current \$250,000 minimum.

Rationale or supporting information for the proposed change:

As of October 2017, the minimum construction cost for a project required to go out for a public bid will be increased from \$25,00 up to \$50,000. The minimum MBE requirement should be adjusted upward as well.

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Change Proposal Form

Sub-Committee Co-Chairs:

Dr. Kevin M. Maxwell
CEO-Prince George's County Public Schools

Dr. Theresa R. Alban
Superintendent - Frederick County Public Schools

Submitter's Name: Mike Heim

Email: mheim@ccboe.com

Representing (LEA, County, etc.): Charles County

Phone: 301-934-7270

Item or topic proposed for alteration or elimination:

MEMA emergency shelter procedures should be waived on a new school or renovation if the local emergency management authority will not use the site for an emergency shelter.

Rationale or supporting information for the proposed change:

The MEMA emergency shelter procedures require the addition of transfer switches, generators, wiring and controls to run high use areas such as the kitchen, cafeteria, gym, and offices with full power and HVAC demands. These requirements add cost to a project without additional state funds to support the requirements. If the local emergency management authority states during the MEMA review process that they will not use this school, because they have another school designated as a shelter close by or do not operate shelters in elementary schools, then the procedures should be waived.

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Change Proposal Form

Sub-Committee Co-Chairs:

Dr. Kevin M. Maxwell
CEO-Prince George's County Public Schools

Dr. Theresa R. Alban
Superintendent - Frederick County Public Schools

Submitter's Name: C. Dwayne Abt / Christopher Hauge
Representing (LEA, County, etc.): Dorchester

Email: abtd@dcpsmd.org haugec@dcpsmd.org
Phone: 410-228-4747 ext. 1015

Item or topic proposed for alteration or elimination:

1. Eliminate Prevailing Wage Requirements or consider regional modifications.
-

Rationale or supporting information for the proposed change:

1. In an environment of unsustainable funding requirements, modifications to this program must be considered. Prevailing Wage requirements add no value in our region. It simply adds to cost, which ultimately results in higher project costs for base bids. This in turn eliminates ability to either maximize awarding project alternates or using those "premium" dollars for accomplishing other priority projects.
-

21st Century School Facilities (Knott) Commission
IAC Process/Procedures/Regulations/Structures Review

Change Proposal Form

Sub-Committee Co-Chairs:

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CEO-Prince George's County Public Schools

Dr. Theresa R. Alban
Superintendent - Frederick County Public Schools

Submitter's Name: C. Dwayne Abt / Christopher Hauge
Representing (LEA, County, etc.): Dorchester

Email: abtd@dcpsmd.org haugec@dcpsmd.org
Phone: 410-228-4747 ext. 1015

Item or topic proposed for alteration or elimination:

1. Eliminate DGS review.
-

Rationale or supporting information for the proposed change:

1. This adds no value, it only adds time. Time is money. Time is also lost opportunity for improving instructional platforms. Put these resources to work elsewhere, where legitimate value can be added.

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21st Century School Facilities (Knott) Commission
IAC Process/Procedures/Regulations/Structures Review

Change Proposal Form

Sub-Committee Co-Chairs:

Dr. Kevin M. Maxwell
CEO-Prince George's County Public Schools

Dr. Theresa R. Alban
Superintendent - Frederick County Public Schools

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Item or topic proposed for alteration or elimination:

1. Roll all contingency funds into base project funding and put LEA as responsible for all change order costs.
-

Rationale or supporting information for the proposed change:

1. Eliminate confusion and time delays. Put resources to use for maximum effect.
-

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Item or topic proposed for alteration or elimination:

1. Eliminate bureaucratic requirements that prevent implementing current year funding in the current summer (i.e. not being able to bid projects until funding is officially in place (July 1).

Rationale or supporting information for the proposed change:

1. Create, foster and encourage opportunities for making school improvements as soon as possible. Allow for
-

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Item or topic proposed for alteration or elimination:

1. Eliminate minimum project costs.
-

Rationale or supporting information for the proposed change:

1. For small districts that may get small amounts of funding (i.e. ASP funding), we should be encouraging creative use of resources for problem solving and improving schools. Sometimes small improvements (small costs) have big impact.

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Item or topic proposed for alteration or elimination:

1. Eliminate LEEDs certification requirements.
-

Rationale or supporting information for the proposed change:

1. In an environment of unsustainable funding requirements, we should be building the best possible buildings without a mandated certification cost. Good building systems strategies should pay for and sell themselves (i.e. geothermal technology, building automation systems, LED lighting systems, etc.). LEEDs costs add to local financial burden with little added value. We should be taking the resources for certification cost premiums and using them to build more schools or implement other improvements.

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Item or topic proposed for alteration or elimination:

1. Have MSDE "LEA Representatives" actually spend time with their LEA's or assign them to other tasks.
-

Rationale or supporting information for the proposed change:

1. MSDE "LEA Representatives" should get out of Baltimore on a regular basis to really get to know their "clients". This would allow and promote the ability to better serve as advocates for their local county school systems.

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Item or topic proposed for alteration or elimination:

1. Encourage/Give LEA's the opportunity to appear before the IAC at regular meetings.
-

Rationale or supporting information for the proposed change:

1. Currently there is little to no representation or advocacy for LEA's at these meetings.

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Phone: 410-228-4747 ext. 1015

Item or topic proposed for alteration or elimination:

1. Consider the pragmatic effect of recent code requirement upgrades.

Rationale or supporting information for the proposed change:

1. In an environment of unsustainable funding requirements decisions like changes to code requirements should be heavily scrutinized. Recent code upgrades add significantly to design, construction and total ownership costs. For example, the recently adopted Energy Code and LEED's program mandates complex lighting controls requirements for our schools while ignoring common sense, pragmatic solutions (like wall switches). The complex controls for these systems often are not maintainable by school district personnel or require expensive service contracts that are not funded. The result is that we have very expensive and sophisticated systems that will ultimately be "deconstructed" by maintenance and operations staff to simplify operation and maintenance of the systems. If we cannot afford to operate/maintain systems, we should not be buying or building them.

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Item or topic proposed for alteration or elimination:

1. Funding formula/cost share.
-

Rationale or supporting information for the proposed change:

1. The current funding scenario works against, small, rural districts in economically disadvantaged areas. Limited access to capital (or limited ability to issue debt) by many local funding authorities only creates disparity when other jurisdictions with robust financial resources can rapidly improve their schools. This only promotes a rapid segregation across the state between adequate and inadequate facilities. This ultimately detracts from the constitutional requirement of educational equality across the state and only hurts the districts that need the help most.

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Item or topic proposed for alteration or elimination:

1. Minimize the impact of politics at the State level.
-

Rationale or supporting information for the proposed change:

1. Maryland school construction practice has traditionally allowed for the vast majority of politics to be handled locally. This promotes dialogue and consensus building for those most effected, before any request goes to the State level. This also allows for local needs, goals and objectives to be met based on local priority.

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Item or topic proposed for alteration or elimination:

1. Change how special education spatial allowance requirements are calculated.
-

Rationale or supporting information for the proposed change:

1. The current process for determining the space allowance for special education students is overly rigid, one dimensional and quite antiquated. Space allocations are based on current special education needs for the most profound/severe cases. What will the case load be over the life of that facility? What about space allocation for the less severe cases (i.e. where breakout space is needed for small group or one on one instruction? What about space allocations for "alternative settings" inside of schools for profound disciplinary or behavioral issues associated with some special education students? Currently policy is completely non-reflective of accepted best instructional practices and current challenges in this regard.

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Item or topic proposed for alteration or elimination:

1. Do not fund additional projects in counties that have a back log of funded projects or inability to execute currently funded work. Reward counties that have demonstrated financial stewardship and efficiency in capital program deliveries.

Rationale or supporting information for the proposed change:

1. When shrinking resources are obligated to projects that are not executed in a timely manner, it takes critical resources away from other projects that can be implemented in a timely manner. Reallocate resources to those counties who have demonstrated an ability to accept significant financial risk AND to successfully and efficiently deliver projects, large and small alike. This would be a significant asset, particularly to small, poor, rural counties where the biggest challenge of any project is the ability bond the local debt needed to finance these projects.
-

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Item or topic proposed for alteration or elimination:

1. Aggressively advocate for major increases in QZAB funding.
-

Rationale or supporting information for the proposed change:

1. Small, poor, rural counties have discovered and led the way to successfully implementing this creative funding stream without adding to local debt. This allows us to preserve precious local debt for larger, major projects like new schools or major renovations/additions. This not only builds significant local political capital for other uses, it does so at no impact to the local taxpayer. Give us more and see what we can accomplish (look at what we have already accomplished as proof).

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Item or topic proposed for alteration or elimination:

1. Eliminate either the IAC or Legislative audits.
-

Rationale or supporting information for the proposed change:

1. These audits have a purpose, but they are redundant. Keep one and eliminate one and put the extra resources somewhere where value is added.

21st Century School Facilities (Knott) Commission

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Change Proposal Form

Sub-Committee Co-Chairs:

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Superintendent - Frederick County Public Schools

Submitter's Name: ___Paul Lebo_____

Email: Paul.Lebo@fcps.org_____

Representing (LEA, County, etc.): Frederick County_____

Phone: _301-696-6805_____

Item or topic proposed for alteration or elimination:

The State allows for 2.5% contingency when FCPS construction project is typically (and more realistically) 4-6% contingency depending on project (ie. Systemic v. addition v new construction v complete renovation). In addition to under-budgeting the contingency for a construction project, the State participates in deduct changes orders while they are very unlikely to participate in change orders requiring additional funding due to unforeseen circumstances. Frederick County, therefore, does not recognize the 2.5% contingency since, realistically, it is highly unlikely to be approved for the project.

Rationale or supporting information for the proposed change:

FCPS experience has been that after an exorbitant amount of work goes in to submitting change orders, the IAC does not participate in the vast majority of them. It would be more efficient if the State provided the contingency to the LEA to be managed locally at the time of initial project award.

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Submitter's Name: ___Paul Lebo_____
Representing (LEA, County, etc.): Frederick County_____

Email: Paul.Lebo@fcps.org_____
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Item or topic proposed for alteration or elimination:

FCPS questions the need for detailed engineering review by the State when the LEA has hired professional engineers to prepare plans. These engineering firms sign and certify the plans prior to submitting them to the local regulatory agencies.

Rationale or supporting information for the proposed change:

The duplication of reviews adds time and cost to each project. The additional review by the State can delay a construction project. We recommend reducing or eliminating the engineering review requirement by the State and perform them by exception, and only as part of an audit or quality control inspection.

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Item or topic proposed for alteration or elimination:

State regulations require the need for renovation/replacement projects to be justified with enrollment projections in the same manner as new construction and additions.

Rationale or supporting information for the proposed change:

If the local BOE has approved a feasibility study identifying the need for a renovation or replacement of an existing school, and the IAC has agreed to the recommendations found in the Board approved feasibility study, then the State should participate in the total square footage identified in the approved feasibility study.

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Item or topic proposed for alteration or elimination:

MSDE regularly prepares and issues design guidelines to the LEAs for spaces within school facilities (ie. Facilities Guidelines for Fine Arts Programs, Facilities Guidelines for General Classroom Design, etc). These guidelines include, among other things, recommendations for the size and configuration of the spaces. LEAs prepare Educational Specifications that are reviewed by MSDE against these guidelines and comments are often made to enlarge spaces to be consistent with the guidelines. However, maximum State funding calculations are still based on a maximum allowance in gross square feet that has no correlation to the current design guidelines. This results in the State share being less than is calculated in accordance with COMAR every three years. FCPS supports most, if not all, of MSDE guidelines as they have been carefully researched and peer reviewed and often represents industry standards and best practices.

Rationale or supporting information for the proposed change:

The State funded maximum gross area allowance found in the Administrative Procedures Guide, Appendix 102 B and in COMAR 23.03.02.06 that needs to be reviewed and updated. The State funded portion of projects should be consistent with MSDE guidelines to meet the needs of our students.

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Submitter's Name: Barbara P. Canavan Email: Barbara.Canavan@hcps.org
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Contact for HCPS: Missy Valentino Email: Missy.Valentino@hcps.org
Phone: 410-638-4090

Item or topic proposed for alteration or elimination: Maintenance of Effort for Capital Funding

For each LEA, establish a '*Maintenance of Effort*' for State CIP funding to ensure the predictability in the level of State funding for capital projects from year to year by setting a funding floor for capital budgets.

Rationale or supporting information for the proposed change:

With a predetermined level of guaranteed funding, LEA's will be able to more efficiently plan projects. Additionally, this will help with coordination efforts for local funding support. Once the '*Maintenance of Effort*' is established, the amount of funding may increase based on need and adequacy assessments but will never decrease.

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Contact for HCPS: Missy Valentino Email: Missy.Valentino@hcps.org
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Item or topic proposed for alteration or elimination: Annual Process for Evaluating Funding Authority and Escalation of Construction Cost

Evaluate the appropriateness of the current \$250-\$280 million general obligation bond fund authority for the Public School Construction Program and make the necessary adjustments to account for the rising cost of school construction.

Rationale or supporting information for the proposed change:

Overtime, the cost of construction has increased but the amount of funding has not. This has led to a decrease in the number of projects completed and an increase in deferred maintenance. Annually, evaluate and adjust the amount of funding to account for inflation, rising construction costs, and new regulations and mandates pertaining to instructional and construction requirements.

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Contact for HCPS: Missy Valentino Email: Missy.Valentino@hcps.org
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Item or topic proposed for alteration or elimination: Capital Budget Submittal Process Amendments

Streamline the capital budget submittal and approval process. There are multiple steps, work sessions, and appeals making the process long and time-consuming.

Rationale or supporting information for the proposed change:

The CIP process could emulate the Aging Schools Program for systemic projects.

- A pre-established (Maintenance of effort) funding level is determined for each LEA.
- Local funding authorities agree to an amount of local support for the state funded projects.
- The PSCP review and pre-approve the scope for projects as identified. Following the implementation of the adequacy standards and facility evaluations, the FCI score will define projects and priority. All projects must meet the State requirements.
- Each LEA completes projects in priority order with the available State funding and local support.

This would allow a level of flexibility for LEAs to complete as many projects as possible given the available funding. PSCP reviews would occur as LEAs identify needs and define the project scope rather than all LEAs submitting all projects at the same time.

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Item or topic proposed for alteration or elimination: Education Facility Master Plan (EFMP) and Comprehensive Maintenance Plan (CMP) Submission

Upgrade the Educational Facility Master Plan (EFMP) and the Comprehensive Maintenance Plan (CMP) to an electronic database. Align process for updating the EFMP and CMP with the local and state capital budget process.

Rationale or supporting information for the proposed change:

Currently, the EFMP and CMP are submitted as a paper document annually. Data is also updated in the State database. Much of the information in the EFMP does not change from year to year. The CMP is updated annually but is dependent on available funding from local authorities.

The proposed change would make the EFMP and the CMP an electronic database, similar to the current State database but more robust to include all State requirements of the EFMP and the CMP. The database would be updated as appropriate each year as not all elements need updating annually. Updates to the database are required as part of the capital budget process. Paper submission will consist of an updated summary listing all updated sections and include approvals by the LEA Superintendent, BOE, and County.

In addition, the July 1 submission deadline is not productive. Most districts are beginning their C.I.P. cycle in June/July, in preparation for the October submission to the I.A.C. and to their local funding authorities later in the fall. It would be more productive to submit the EFMP and CMP in October along with the I.A.C. submission, so that the local BOE can use the information and data contained in the Plan to assist with the development of their C.I.P.

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Item or topic proposed for alteration or elimination: Submissions for State Review

The design review for State projects should only include a review of State requirements and educational adequacy to ensure all projects meet the criteria for State funding. The suggested submission requirements are:

- Educational Specifications
- Schematic Design Submission (for educational adequacy review)
- Form 202.1 and all attachments
- Specifications including Front-end portion w/Bid, MBE requirements, Prevailing Wage Rates, etc.
- MBE Goal Setting Analysis Form
- Approval of Construction Contract Award
- Form 303.3 MBE attachments A-F as required and all attachments
- Owner Contract Agreement
- Form 303.4 and all attachments

Rationale or supporting information for the proposed change:

While the full technical design document review provides an additional check, it has not added a lot of value to HCPS projects in the past. Designs are completed and undergo quality assurance, quality control (QAQC) reviews by consultants and regulatory agencies. HCPS Project Managers (PMs) and facilities management department review all designs at specified intervals of the project. Finally, designs receive approval of County Code officials. Removing the State technical design review will improve efficiency and reduce delays incurred for State reviews.

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Item or topic proposed for alteration or elimination: State Regulatory Requirement Adjustments

Regulations increase the construction cost but funding is not keeping up. Revise regulations to minimize impact on the cost of Public School Construction.

Rationale or supporting information for the proposed change:

Specific Regulations affecting public school construction cost:

- High Performance Building Requirements
 - Are redundant. Current code and technology requirements already meet high performance standards which make this requirement redundant.
 - Do not encourage forward-thinking to maximize school building efficiency.
 - Point-systems do not always correlate to a more efficient building.
 - Designers/developers follow the requirements without truly looking to maximize building efficiency. It is more of a checklist to meet the requirements.
 - Are very expensive and elaborate certification process.
 - Prevailing Wage
 - Prevailing wage requirements lead to an increase the in cost and contracting requirements.
 - Additional administration is required for prevailing wage projects; therefore, increasing the cost.
 - MEMA
 - This requirement is redundant. Local emergency management plans include emergency shelter requirements.
 - MEMA compliance should not be required for all schools.
 - Currently, elementary, middle, and high schools are required to meet MEMA requirements if electrical systems are upgraded during a State funded systemic project.
 - In the event of an emergency, HCPS high schools are the best-equipped schools to function as full shelters. They have showers, large gymnasiums, and fully functioning kitchens.
 - If a better-suited school (high schools in HCPS) within a specified area/population density meets MEMA requirements, then new projects on other schools should not be require to meet MEMA requirements.
 - MEMA requirements lead to increased cost for systemic projects on schools that most likely will never serve as a shelter.
-

Note: Use separate sheets for separate topics. If required, start proposal on this sheet which will act as the cover page and attach any additional sheets or supporting data as required.

21st Century School Facilities (Knott) Commission
IAC Process/Procedures/Regulations/Structures Review

Change Proposal Form

Sub-Committee Co-Chairs:

Dr. Kevin M. Maxwell
CEO-Prince George's County Public Schools

Dr. Theresa R. Alban
Superintendent - Frederick County Public Schools

Submitter's Name: Barbara P. Canavan Email: Barbara.Canavan@hcps.org
Representing (LEA, County, etc.): Harford County Public Schools Phone: 410-588-5204

Contact for HCPS: Missy Valentino Email: Missy.Valentino@hcps.org
Phone: 410-638-4090

Item or topic proposed for alteration or elimination:

HCPS concurs with Alex L. Szachnowicz of Anne Arundel County.

"Discontinue the practice of requiring LEA's to calculate a 2.5% contingency cost figure that the IAC then withholds a percentage of from the initial construction allocations in case change orders occur later in the project. The IAC should distribute the entire maximum state allocation at the outset of the project."

Rationale or supporting information for the proposed change:

HCPS agrees with the rationale of Alex L. Szachnowicz of Anne Arundel County.

"The present process requires all change orders to be remitted to the IAC for review. This creates a tremendous workload on both the LEA's and the IAC as well as impacts project schedules. Experience demonstrates that the IAC does not participate in the vast majority of change orders which results in the State's contingency share potentially not being distributed. It would be more efficient and effective for all involved if the maximum State allocation was made available as a funding source at the time of initial project award."

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21st Century School Facilities (Knott) Commission

IAC Process/Procedures/Regulations/Structures Review

Change Proposal Form

Sub-Committee Co-Chairs:

Dr. Kevin M. Maxwell
CEO-Prince George's County Public Schools

Dr. Theresa R. Alban
Superintendent - Frederick County Public Schools

Submitter's Name: Jack R. Smith, Superintendent of Schools Email: Jack_Smith@mcpsmd.org
Representing (LEA, County, etc.): Montgomery County Public Schools Phone: 301-279-3381

Item or topic proposed for alteration or elimination:

The meeting conducted with IAC staff to review the LEA's preliminary six-year Capital Improvements Program request should be eliminated.

Rationale or supporting information for the proposed change:

While this meeting does provide information to the LEA's regarding the submitted six-year Capital Improvements Program request, IAC staff does provide a comprehensive letter outlining all of the items that were reviewed during the meeting. The IAC staff require all responses in writing, even if answered during the meeting. The meeting is a time-consuming practice for IAC staff which then delays the distribution of the outstanding issues letter. Usually this letter is received with little time to provide the revised information that is requested. By eliminating this meeting, IAC staff could develop and forward the letter earlier, allowing LEA's ample time to prepare and revise the six-year Capital Improvements Program request to meet the late November deadline.

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Dr. Theresa R. Alban
Superintendent - Frederick County Public Schools

Submitter's Name: Jack R. Smith, Superintendent of Schools Email: Jack_Smith@mcpsmd.org
Representing (LEA, County, etc.): Montgomery County Public Schools Phone: 301-279-3381

Item or topic proposed for alteration or elimination:

Consideration should be given to updating the "maximum gross area allowance" for school construction to account for special programs or initiatives established by the LEA's.

Rationale or supporting information for the proposed change:

For many years, Montgomery County Public Schools (MCPS) has requested that the IAC consider updating the "maximum gross area allowance" for school construction to account for special programs or initiatives established at the local level. For example, MCPS has established the class-size reduction initiative, and we believe the formula does not equitably address the program and space needs of our elementary schools with the class-size reduction initiative which has proven to be effective in improving student performance in schools whose students are highly impacted by poverty and language barriers. Based on the state's formula, these successful class-size reduction schools are either not eligible for state funding or the funding is significantly less than comparable elementary school addition projects without this initiative. We recommend that the state update this formula to address this disparity.

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IAC Process/Procedures/Regulations/Structures Review

Change Proposal Form

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CEO-Prince George's County Public Schools

Dr. Theresa R. Alban
Superintendent - Frederick County Public Schools

Submitter's Name: Jack R. Smith, Superintendent of Schools Email: Jack_Smith@mcpsmd.org
Representing (LEA, County, etc.): Montgomery County. Public Schools Phone: 301-279-3381

Item or topic proposed for alteration or elimination:

Transition to an electronic submission and review process for design, construction administration, and close-out phases.

Rationale or supporting information for the proposed change:

The number of paper copies and the associated documentation for each IAC review phase is overly burdensome to both the LEA's and the IAC and impacts the LEA project costs. It is recommended to pursue electronic-based systems to ensure consistency, a streamlined process, and to be consistent with current best practices within the industry.

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21st Century School Facilities (Knott) Commission

IAC Process/Procedures/Regulations/Structures Review

Change Proposal Form

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CEO-Prince George's County Public Schools

Dr. Theresa R. Alban
Superintendent - Frederick County Public Schools

Submitter's Name: Jack R. Smith, Superintendent of Schools Email: Jack_Smith@mcpsmd.org
Representing (LEA, County, etc.): Montgomery County Public Schools Phone: 301-279-3381

Item or topic proposed for alteration or elimination:

Consider including a provision within the Emergency Shelter Compliance Process for LEA's with local emergency management resources to establish priority projects. The priority projects would reflect that of the coordinated efforts of State and Local Emergency Management agencies.

Rationale or supporting information for the proposed change:

The current process requires all schools projects that include a replacement or upgrade of the electrical system to design and implement infrastructure improvements that will accommodate public shelter requirements. Several addition projects have initiated this review and ultimate construction implementation; however, the local Emergency Management Agency will not consider these schools in their emergency planning processes. It may prove to be more valuable for Emergency Management Agencies to coordinate these efforts in lieu of LEA facility administrators.

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CEO-Prince George's County Public Schools

Dr. Theresa R. Alban
Superintendent - Frederick County Public Schools

Submitter's Name: Jack R. Smith, Superintendent of Schools Email: Jack_Smith@mcpsmd.org
Representing (LEA, County, etc.): Montgomery County Public Schools Phone: 301-279-3381

Item or topic proposed for alteration or elimination:

Consider costs associated with design consultant fees, permits, owner's liability insurance, builder's risk insurance, construction-related fees (construction manager fee), and furniture and equipment to be eligible for state funding.

Rationale or supporting information for the proposed change:

The current process is to exclude project costs not directly related to physical construction activities. Cost sharing associated with these functions may not provide significant allocation increases to the LEA's; however, the consideration and reporting of these costs may provide valuable insight on the full project cost impacts of changing market conditions and increasing state and local regulations.

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Sub-Committee Co-Chairs:

Dr. Kevin M. Maxwell
CEO-Prince George's County Public Schools

Dr. Theresa R. Alban
Superintendent - Frederick County Public Schools

Submitter's Name: Elizabeth Chaisson
Representing (LEA, County, etc.): Prince George's County Public Schools

Email: elizabeth.chaisson@pgcps.org
Phone: 301-952-6597

Item or topic proposed for alteration or elimination:

102.4.B.2.b (1) Planning Options:

"...(projects for additional capacity will generally not be recommended for planning approval or funding where adequate capacity is available at adjacent schools, see Section 102.4.A.7)"

Change the definition of adequate capacity from 100% to an optimal capacity of 80-95% with 88% as an average.

Rationale or supporting information for the proposed change:

100% capacity should not be considered 'adequate' since it is the maximum capacity a building can contain before being considered over-enrolled. It is unreasonable to expect all schools to be at 100% capacity prior to being eligible for a fully funded modernization. A more reasonable average capacity of 88% should be expected. 88% is slightly under-enrolled with room for more students during times of peak capacity and leeway to decline slightly in capacity during years of lower than average enrollment. Schools over 95% capacity and trending up in enrollment are headed toward over-enrollment and the need to possibly expand in size. Schools under 80% capacity and trending down in enrollment are headed toward severe under-enrollment and the need to possibly downsize in the future.

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CEO-Prince George's County Public Schools

Dr. Theresa R. Alban
Superintendent - Frederick County Public Schools

Submitter's Name: Elizabeth Chaisson
Representing (LEA, County, etc.): Prince George's County Public Schools

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Phone: 301-952-6597

Item or topic proposed for alteration or elimination:

102.4.A.7.a Adjacent Schools:

Definition of 'Adjacent School':

"An adjacent school is an existing school or a proposed new school that:

- (1) **Is of the same type** (elementary, middle, high, etc.)
- (2) **Has an attendance area that is geographically contiguous with** that of the subject school..."

Eliminate 'is of the same type' and change the language to "has a nexus with" that of the subject school.

Rationale or supporting information for the proposed change:

School type and geography are not necessarily limiting factors.

Some school attendance areas are technically 'geographically contiguous', but there is no nexus between each neighborhood school's attendance area. It may be that there is a large water body, agricultural district, or airport, for example, separating the two attendance areas. If it is not possible to redraw the boundaries between these two neighborhood schools, then there is no real nexus between them and they should not be considered 'adjacent schools'. (i.e. Greenbelt ES and Vansville ES)

Sometimes there is a nexus between two schools or their programs, but they are not of the same type. For instance, the attendance area of a neighborhood K-8 school does have a nexus with the attendance area of a neighboring K-5 or 6-8 school if students could be re-assigned between these schools. (i.e. - Calverton ES and Beltsville Academy)

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IAC Process/Procedures/Regulations/Structures Review

Change Proposal Form

Sub-Committee Co-Chairs:

Dr. Kevin M. Maxwell
CEO-Prince George's County Public Schools

Dr. Theresa R. Alban
Superintendent - Frederick County Public Schools

Submitter's Name: Shayla Taylor
Representing (LEA, County, etc.): Prince George's County Public Schools

Email: shayla.taylor@pgcps.org
Phone: 301-952-6590

Item or topic proposed for alteration or elimination:

Section 303 Construction Documents: Revise the requirement for drawing review by the Department of General Services to eliminate certain project types (e.g., in-kind replacements).

Rationale or supporting information for the proposed change:

DGS construction drawing review should only be required where it adds value to the outcome of a public school construction project. This is not the case in simple "replace-in-kind" projects where the LEA and local regulatory agency review is sufficient. Examples include the following: Roof Replacement, Boiler Replacements, and Window & Door replacement projects.

DGS review times have exceeded the 4-6 weeks range and increased to as much as 4-12 months. These significant delays have directly impacted our program by delaying summer projects and extending our project execution times. This resulted in schools being closed unnecessarily for the summer; cancellation of essential programs; escalation in construction costs from delayed contractors; additional change orders; and small, local contractors laying off employees when work does not occur as planned.

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IAC Process/Procedures/Regulations/Structures Review

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Dr. Theresa R. Alban
Superintendent - Frederick County Public Schools

Submitter's Name: Elizabeth Chaisson
Representing (LEA, County, etc.): Prince George's County Public Schools

Email: elizabeth.chaisson@pgcps.org
Phone: 301-952-6597

Item or topic proposed for alteration or elimination:

102.4.C.1.c General:

"The funds requested should not exceed a reasonable estimate of the State funding that will be available for the LEA."

Eliminate this clause.

Rationale or supporting information for the proposed change:

LEAs should make requests based on need, not on what is available in funding. The State and local governments will continue to fund based on historical averages given this scenario; not raise funding to a level that will meet the actual needs of school districts based on the facility condition of the existing inventory and projected enrollment needs.

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Dr. Theresa R. Alban
Superintendent - Frederick County Public Schools

Submitter's Name: Elizabeth Chaisson
Representing (LEA, County, etc.): Prince George's County Public Schools

Email: elizabeth.chaisson@pgcps.org
Phone: 301-952-6597

Item or topic proposed for alteration or elimination:

102.4.C.2.f Relocatable Classrooms:

"LEA-Owned Relocatables: State funding is not available for the purchase of LEA-Owned relocatable classrooms."

Change to allow State funding to cover the purchase, repair and replacement of LEA-owned relocatable classrooms.

Rationale or supporting information for the proposed change:

Relocatable classrooms have become a part of the building inventory for all large school systems. LEA-owned school facilities are eligible for State funding, so their relocatables should be eligible for State funding as well. LEA-owned relocatables that are disposed of in less than 15 years could be pro-rated for State reimbursement of funds. Most school systems who have relocatables need to refurbish or replace them, and there should be appropriate financial incentives to ensure that these spaces are in good condition for teaching and learning.

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21st Century School Facilities (Knott) Commission

IAC Process/Procedures/Regulations/Structures Review

Change Proposal Form

Sub-Committee Co-Chairs:

Dr. Kevin M. Maxwell
CEO-Prince George's County Public Schools

Dr. Theresa R. Alban
Superintendent - Frederick County Public Schools

Submitter's Name: Shayla Taylor
Representing (LEA, County, etc.): Prince George's County Public Schools

Email: shayla.taylor@pgcps.org
Phone: 301-952-6590

Item or topic proposed for alteration or elimination:

Grant LEAs the ability to request combined window replacement and HVAC upgrade projects beginning in the FY19 CIP. This would be a change from the CIP annual submission instructions and IAC staff directions.

Rationale or supporting information for the proposed change:

In FY18, PGCPs had 1 HVAC equipment replacement with an "A" status and the accompanying window project with a "B" status; however, replacing inefficient windows reduces heating & cooling loads by as much as 1/3 and reduces the required size of the new mechanical equipment. This saves us both operating and capital dollars. Additional saving incurred by combining window replacement projects with HVAC upgrade projects are; reducing the amount of design submissions which will reduce the demand of DGS; reducing LEAs costs to manage multiple projects in lieu of a sole project; reduced project delivery.

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21st Century School Facilities (Knott) Commission

IAC Process/Procedures/Regulations/Structures Review

Change Proposal Form

Sub-Committee Co-Chairs:

Dr. Kevin M. Maxwell
CEO-Prince George's County Public Schools

Dr. Theresa R. Alban
Superintendent - Frederick County Public Schools

Submitter's Name: Shayla Taylor
Representing (LEA, County, etc.): Prince George's County Public Schools

Email: shayla.taylor@pgcps.org
Phone: 301-952-6590

Item or topic proposed for alteration or elimination:

Section 303 Construction Documents: Consider allowing LEAs the ability to use other DGS-certified reviewers to expedite the current process and, where appropriate, accept LEA self-review with a formal certification pre-determined criteria are met. Options for DGS-certified reviewers could be County based permit review agencies and/or a PEER Review firm.

Rationale or supporting information for the proposed change:

DGS review times have exceeded the 4-6 weeks range and increased to as much as 4-12 months. These significant delays have directly impacted our program by delaying summer projects and extending our project execution times. This resulted in schools being closed unnecessarily for the summer; cancellation of essential programs; escalation in construction costs from delayed contractors; additional change orders; and small, local contractors laying off employees when work does not occur as planned.

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21st Century School Facilities (Knott) Commission
IAC Process/Procedures/Regulations/Structures Review

Change Proposal Form

Sub-Committee Co-Chairs:

Dr. Kevin M. Maxwell
CEO-Prince George's County Public Schools

Dr. Theresa R. Alban
Superintendent - Frederick County Public Schools

Submitter's Name: Carla Viar Pullen
Representing (LEA, County, etc.): Queen Anne's County PS

Email: carla.viarpullen@qacps.org
Phone: 410-758-5200

Item or topic proposed for alteration or elimination:

Date Change: Letter of local support regarding Capital Improvement Program funding requests

Rationale or supporting information for the proposed change:

As part of the annual CIP process, the local county governments are required to submit a letter of their support in reference to the requests for funding that the LEA has presented to the State. This letter is typically due at the end of November and before the IAC has made their 75% approval recommendations.

Each year, the QAC government expresses their difficulty and displeasure in making this commitment and determination of matching funding so early in their yearly budget process, which typically begins in early February.

The suggestion for change would be to more closely align the due date of this commitment letter with the budget schedules that are outlined for each jurisdiction.

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Sub-Committee Co-Chairs:

Dr. Kevin M. Maxwell
CEO-Prince George's County Public Schools

Dr. Theresa R. Alban
Superintendent - Frederick County Public Schools

Submitter's Name: Carla Viar Pullen
Representing (LEA, County, etc.): Queen Anne's County PS

Email: carla.viarpullen@qacps.org
Phone: 410-758-5200

Item or topic proposed for alteration or elimination:

Project review times and IAC approval to move forward

Rationale or supporting information for the proposed change:

Per the PSCP Administrative Procedures Guide, after submission of Design Development documents on November 1, the IAC will provide review comments within (22) working days. Likewise, Construction Document submissions are outlined to receive a response within (15) working days. For the latest construction project underway for Queen Anne's County Public Schools, we have yet to receive comments back on either after original submissions in November, 2016 and February, 2017, respectively.

For small districts that do not have the ability to do in-house architectural or engineering reviews, the lack of response can be stifling.

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Change Proposal Form

Sub-Committee Co-Chairs:

Dr. Kevin M. Maxwell
CEO-Prince George's County Public Schools

Dr. Theresa R. Alban
Superintendent - Frederick County Public Schools

Submitter's Name: Dr. Boyd J. Michael III

Email: michaboy@wcps.k12.md.us

Representing (LEA, County, etc.): Washington County Public Schools

Phone: 301-766-2816

Item or topic proposed for alteration or elimination:

Update and improve Interagency Committee (IAC) documentation requirements for reimbursement to Local Education Authorities (LEA's). This applies to Qualified Zone Academy Bond (QZAB), Aging School Program (ASP), and other projects where the LEA pays the contractor up front and seeks reimbursement at the close of the project or when funds become available. IAC requires either a notarized affidavit from the vendor indicating they've received payment or an additional document from the bank statement or online print screen showing the date the check to the vendor cleared. An image of the check, front and back, provided by the bank should be sufficient documentation.

Rationale or supporting information for the proposed change:

The Check Clearing for the 21st Century Act (Check 21), which took effect in late 2004, permitted electronic images to maintain the status of a legal check. The IAC could recognize the change in the law and alter its documentation requirements, accordingly

If a vendor deposits the check electronically, the image will lack the bank's cancellation information, but the fact that there is an image with an endorsement on the back indicates the check cleared our bank and proves the vendor received payment.

Removing the extra steps required to secure the affidavit or provide the bank statement information could be dropped from the documentation requirements in order to increase efficiency of operations.

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21st Century School Facilities (Knott) Commission

IAC Process/Procedures/Regulations/Structures Review

Change Proposal Form

Sub-Committee Co-Chairs:

Dr. Kevin M. Maxwell
CEO-Prince George's County Public Schools

Dr. Theresa R. Alban
Superintendent - Frederick County Public Schools

Submitter's Name: Dr. Boyd J. Michael III Email: michaboy@wcps.k12.md.us
Representing (LEA, County, etc.): Washington County Public Schools Phone: 301-766-2816

Item or topic proposed for alteration or elimination:

Interagency Committee (IAC) direct payments to contractors should be issued promptly and it would be helpful to develop an online system where Local Education Authorities (LEA's) and/or contractors could check on the status of submissions.

Rationale or supporting information for the proposed change:

Vendors often call the LEA wondering about the status of payments from the IAC. This interrupts the daily routine of LEA staff and is in vain since the LEA only knows when the payment request was submitted but not where it is in the approval and disbursement process at IAC. An online system with up to date information on the status of payment requests in the processing stream could provide useful information to LEA's and contractors.

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Sub-Committee Co-Chairs:

Dr. Kevin M. Maxwell
CEO-Prince George's County Public Schools

Dr. Theresa R. Alban
Superintendent - Frederick County Public Schools

Submitter's Name: Dr. Boyd J. Michael III Email: michaboy@wcps.k12.md.us
Representing (LEA, County, etc.): Washington County Public Schools Phone: 301-766-2816

Item or topic proposed for alteration or elimination:

Discontinue the Department of General Services (DGS) review of documents at the Design Development (DD) level for large renovations, modernizations, and new construction. Limit DGS review of these projects to the 100% Construction Drawings (CD) level.

Rationale or supporting information for the proposed change:

DGS review of DD drawings has minimal impact on the quality of drawings because the design is too early in development and still not completely defined. The time and effort at both the state and local levels to perform this step is not worth the effort and rarely results in improvements to the documents.

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CEO-Prince George's County Public Schools

Dr. Theresa R. Alban
Superintendent - Frederick County Public Schools

Submitter's Name: Dr. Boyd J. Michael III Email: michaboy@wcps.k12.md.us
Representing (LEA, County, etc.): Washington County Public Schools Phone: 301-766-2816

Item or topic proposed for alteration or elimination:

Limit the time that the Department of General Services (DGS) has to review drawings to 30 work days, after which Local Education Authorities (LEA's) are free to bid and award projects without funding being in jeopardy.

Rationale or supporting information for the proposed change:

DGS review of drawings has to be timely and prescribed in order for LEA's to effectively schedule bidding, awarding, and constructing projects. Putting specific time limits on the review period will expedite reviews, and allow LEA's to effectively schedule project milestones and deadlines. Schedule delays caused by drawing review delays can add cost to projects.

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Dr. Theresa R. Alban
Superintendent - Frederick County Public Schools

Submitter's Name: Dr. Boyd J. Michael III Email: michaboy@wcps.k12.md.us
Representing (LEA, County, etc.): Washington County Public Schools Phone: 301-766-2816

Item or topic proposed for alteration or elimination:

Discontinue Department of General Services (DGS) review of Systemic Renovation Projects.

Rationale or supporting information for the proposed change:

A high percentage of these reviews result in little value being added to the project, and often hold up bidding and construction schedules, which can add cost to projects. Elimination of these reviews would free up limited DGS resources to concentrate on reviews of major renovation, modernization, and new construction projects

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CEO-Prince George's County Public Schools

Dr. Theresa R. Alban
Superintendent - Frederick County Public Schools

Submitter's Name: Dr. Boyd J. Michael III Email: michaboy@wcps.k12.md.us
Representing (LEA, County, etc.): Washington County Public Schools Phone: 301-766-2816

Item or topic proposed for alteration or elimination:

Combine the Maryland State Department of Education Facilities Branch (MSDE) review of Educational Specifications and Schematic Drawings.

Rationale or supporting information for the proposed change:

Separate approvals of these documents, which are often developed at the same time, can slow the design development schedule. Combining the two reviews saves a step and provides a more efficiency and timeliness in the design process for Local Education Authorities.

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CEO-Prince George's County Public Schools

Dr. Theresa R. Alban
Superintendent - Frederick County Public Schools

Submitter's Name: Dr. Boyd J. Michael III Email: michaboy@wcps.k12.md.us
Representing (LEA, County, etc.): Washington County Public Schools Phone: 301-766-2816

Item or topic proposed for alteration or elimination:

Raise the dollar value criteria which require Maryland State Department of Education Facilities Branch (MSDE) review of locally funded renovation, addition, or new construction projects from \$350,000 to \$1,000,000. Eliminate the requirement for State Superintendent approval of Change Orders exceeding \$25,000 for locally funded projects.

Rationale or supporting information for the proposed change:

This change will align the project size (in dollars) that requires MSDE review more closely with current construction costs. It would allow Local Education Authorities (LEA's) more flexibility and efficiency in performing various small renovations, while freeing MSDE architects to continue to be a resource and offer guidance when requested by LEA's.

Eliminating State Superintendent oversight of change orders for locally funded initiatives increases efficiency and decreases the State Superintendent's burden.

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CEO-Prince George's County Public Schools

Dr. Theresa R. Alban
Superintendent - Frederick County Public Schools

Submitter's Name: Dr. Boyd J. Michael III Email: michaboy@wcps.k12.md.us
Representing (LEA, County, etc.): Washington County Public Schools Phone: 301-766-2816

Item or topic proposed for alteration or elimination:

Alter current Maryland Emergency Management Agency (MEMA) review of facilities as candidates for public shelters to one school per multi-school campus. Limit reviews to projects where electrical changes represent 75% of the work.

Rationale or supporting information for the proposed change:

At campuses where multiple schools exist, one school should be designated as a candidate for review as a shelter. This will lower the overall cost of shelter requirements by not having to consider every school, while meeting the intent of the review to provide more shelter infrastructure statewide.

Current practice requires MEMA review of ANY project that alters electrical components in the building. For instance, a Air Conditioning replacement project may require the replacement of disconnect switches or breakers, thus triggering a MEMA shelter review and potentially adding thousands of dollars of unrelated work to the project. Limiting the review to projects that are mainly electrical in nature (i.e. switchgear and distribution panel replacement) is a reasonable compromise, with infrastructure being put in place that is better integrated with the new components.

Note: Use separate sheets for separate topics. If required, start proposal on this sheet which will act as the cover page and attach any additional sheets or supporting data as required.

21st Century School Facilities (Knott) Commission
IAC Process/Procedures/Regulations/Structures Review

Change Proposal Form
Sub-Committee Co-Chairs:

Dr. Kevin M. Maxwell
CEO-Prince George's County Public Schools

Dr. Theresa R. Alban
Superintendent - Frederick County Public Schools

Submitter's Name: Dr. Boyd J. Michael III Email: michaboy@wcps.k12.md.us
Representing (LEA, County, etc.): Washington County Public Schools Phone: 301-766-2816

Item or topic proposed for alteration or elimination:

Relax the requirement for new school sites to be placed in Preferred Funding Areas (PFA's) or Urban Growth Areas (UGA's).

Rationale or supporting information for the proposed change:

Current practice requires Local Education Authorities (LEA's) to seek waivers to allow a school to be constructed outside of PFA's and UGA's. In rural areas, this severely limits available sites, many of which are served by public utilities. LEA's are keenly aware of the additional costs of public water and sewer extensions, or the need to construct and operate small packaged wastewater treatment plants, and avoid these conditions to lower project costs. LEA's also have stringent guidelines, in partnership with local governments, that lead to good decisions, whether or not a property is within a growth area. Current State Clearinghouse reviews already bring about many questions which also guide LEA's in site selection.

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Representing (LEA, County, etc.): Washington County Public Schools

Phone: 301-766-2816

Item or topic proposed for alteration or elimination:

Eliminate current requirement that prevailing wages must be used on projects that are funded by the State at 25% or more of the eligible construction cost. Replace with a funding model that encourages Local Education Authorities (LEA's) to bid projects both with and without prevailing wages, and allows LEA's to use non-prevailing wage costs "in-trade" for an 8% increase in the local share percentage of eligible construction cost. Projects using 25% or more of state funding would still be required to consider the use of prevailing wages, but could opt-out based on this criteria and what is in the best interest of each LEA.

Example: In Washington County, the current state/local cost share is 71%/29%. To use a non-prevailing wage bid, Washington County's local cost share would be increased 8%, from 29% to 31.3%.

Rationale or supporting information for the proposed change:

Current prevailing wage requirements are cost prohibitive and result in fewer projects being funded statewide. Solutions that simply raise the state share of funding from 25% to 50% before prevailing wages are required reward affluent counties with lower cost projects and penalize less affluent counties with higher cost projects, essentially incentivizing these LEA's to accept higher overall costs for all taxpayers. This proposal more fairly levels the impact of prevailing wages for all LEA's, and essentially limits additional prevailing wage costs to 8% beyond market, non-prevailing wage costs. This proposal could result in more competitive prevailing wages over time, lower overall costs to state and local governments, and would free up limited funds to allow more projects to be built. 8% was chosen as a "middle ground" between current empirical evidence that show prevailing wages add 11%-12% to the cost of construction and the cost of construction using market wages – other percentages could be considered.

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Dr. Theresa R. Alban
Superintendent - Frederick County Public Schools

Submitter's Name: Leisl Ashby on behalf of Dr. Donna Hanlin
Representing (LEA, County, etc.): Wicomico County Public Schools

Email: lashby@wcboe.org
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Item or topic proposed for alteration or elimination:

Remove the 2.5% contingency calculation from the LEA's funding requests and distribute the entire maximum state allocation at initial contract approval.

Rationale or supporting information for the proposed change:

Currently, all change orders must be submitted to the IAC for review. Historically the IAC doesn't participate on most of the change orders submitted. When a project is being executed with a Construction Manager at Risk contract, the LEA is solely "at-risk" for all change orders. There is significant paperwork associated for both the LEA's and the IAC as it currently stands without benefit to either. Providing the maximum allocation at the contract award would more efficient for the LEA as well as the IAC.

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Representing (LEA, County, etc.): Wicomico County Public Schools

Email: lashby@wcboe.org
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Item or topic proposed for alteration or elimination:

Integrate the Maryland Historic Trust (MHT) data form (noted as Attachment A in agreement) from the Programmatic Agreement (PA) between the MHT and Public School Construction Program (PSCP) into the PSCP Facility Inventory database so that LEA's can reference a buildings MHT's assigned category and not have to refer to a hard copy document issued in 2013.

Please reconsider the MHT & PSCP PA noted above and when a DOE review process is necessary or provide state funding reimbursement when a DOE is requested.

Rationale or supporting information for the proposed change:

It would be more efficient if all the review agencies that are required as part of a PSCP project be included in the PSCP Facilities Inventory database for ease of reference by all parties.

The current MHT & PSCP PA (section VIII) notes that MHT "may" request an LEA to complete a DOE. This requires a very specific sub-consultant beyond typical A/E services. We are currently in receipt of an MHT DOE request and are having to spend approximately \$20,000 to address this request. A building usually must meet multiple criteria before needing a DOE. In this situation because MHT doesn't have any information regarding the building submitted to determine whether the building is of historical significance, they are asking the LEA to execute a DOE. It would be beneficial for the MHT to make a site visit or initial assessment, perhaps through MDP before requiring the LEA to execute a DOE, due to the significant cost. The costs of the DOE because they are professional services (not currently eligible for State funding) are solely borne by the LEA.

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Item or topic proposed for alteration or elimination:

Eliminate Form 102.3 Future Project Request and Form 102.6 from the annual IAC CIP Submission.

Rationale or supporting information for the proposed change:

Often the IAC only recommends funding for the first few prioritized projects of an LEA's annual CIP Submission and future projects are therefore deferred. The pertinent information submitted on Form 102.3 for all future projects is already included in Form 102.4 Summary of Current & Future Projects. Form 102.6 State Owned Relocatables has always been left blank because there are none in our Jurisdiction, perhaps this could be removed from the CIP submission requirements and the IAC can track individually by applicable LEA. The State CIP is a lengthy data entry / paperwork exercise and we appreciate any assistance in eliminating duplicate information.

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Item or topic proposed for alteration or elimination:

Eliminate hard copy submissions of the Educational Facilities Master Plan (EFMP) and Capital Improvement Plan (CIP) submissions. Remove duplicate submission sections that already reside in the EFMP from the CIP.

Rationale or supporting information for the proposed change:

Utilize SharePoint or another document sharing / coordination software so that LEA's can submit their EFMP and CIP electronically. Several LEA's already have these documents available electronically for posting to website and social media. We utilize Board Docs which allows us to share and process information with our Local BOE electronically. This would assist the LEA in defraying additional costs associated with reproduction and supplies costs associated with this effort. Please note that the following items are duplicated in the CIP submission from the EFMP, Projected Enrollments and Attendance Boundary Maps. These could be uploaded separately for the State to reference during either document submission review process.

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Item or topic proposed for alteration or elimination:

Eliminate Department of General Services (DGS) review requirement at Design Development and/or Construction Documents.

Rationale or supporting information for the proposed change:

DGS review times have stretched out up to four (4) months for both larger scale projects as well as systemics. A recent roof replacement project was submitted for review on 11/22/16, initial DGS comments were received on 2/23/17, final review was provided on 3/16/17. At a minimum, we recommend DGS reviews be suspended for systemic projects. Given the lengthy time frame associated with LEA and State procurement requirements and subsequent contract approvals, we are often at risk of missing critical summer project schedules. DGS submissions are broken up and sent out to various consultants for comment and then combined with a cover letter with general project items from DGS. Most of the comments are focused around what isn't eligible for potential state participation vs. constructability input. We have a variety of Quality Control reviews in place depending upon the scale and construction value of a project as well as a combined Local Government / BOE Commission who reviews all jointly funded projects.

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Item or topic proposed for alteration or elimination:

Revise IAC/PSCP Form 303.3 to better define Construction Management at Risk when applicable.

Rationale or supporting information for the proposed change:

Although COMAR has been revised to include alternate project delivery approaches such as Design-Build and Construction Management at Risk, the majority of the IAC/PSCP paperwork follows a traditional Design-Bid-Build approach, so contracts aren't always being reviewed at the most appropriate time depending on the project delivery method.

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Item or topic proposed for alteration or elimination:

Approve and distribute eligible state construction funds within two fiscal years.

Rationale or supporting information for the proposed change:

The start of a construction project is sometimes delayed because the State is spreading out their funding commitment up to three (3) or more fiscal years. It's very difficult to maintain an adequate cash flow to meet the demands of construction schedules and in turn try to avoid potential cost increases. Our county recently forward funded a portion of an elementary school project because the State couldn't provide their full funding commitment within the construction schedule and had to stretch to a third fiscal year.

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Item or topic proposed for alteration or elimination:

Revise or eliminate the Emergency Shelter Compliance Process.

Rationale or supporting information for the proposed change:

Section 106 of the IAC's APGS explains the Emergency Shelter Compliance Process. This is a very cumbersome process that requires meeting with MEMA, Local Emergency Management and the Department of Human Resources to determine whether any one of the three agencies want all or portions of the building to have emergency power addressed at a minimum as a transfer switch for a portable generator or an on-site generator. The requirements fluctuate greatly depending upon the project. In some cases, a transfer switch is required, sometimes an additional generator on-site is required, each of which impacts an LEA's project budget as the determination is often made after the project is initially funded. Our local emergency management team has already determined where they want shelters and they require on-site generators that serve designated areas. Due to our regional location, portable generators of the size needed are not feasible during an incident. For one project, we are still providing a transfer switch per the request of MEMA and DHR as part of an HVAC renovation although our Local Emergency Management team won't use it as a shelter. Consider revising the current process to include a prescriptive list of areas required to be served by either an on-site generator or a transfer switch for a portable generator as determined by the Local Emergency Management team in consultation with MEMA so that the LEA's can plan for which buildings are desired as shelters in advance in lieu of meeting for every building that may potentially be impacted by a potential electrical system renovation or upgrade.

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Item or topic proposed for alteration or elimination:

Revise the Comprehensive Maintenance Plan (CMP) process and associated Maintenance Inspections.

Rationale or supporting information for the proposed change:

Section 802 of the IAC's APG outlines the Comprehensive Maintenance Plan (CMP) purpose and components, which are very broad. Better define the components and the measure by which items will be inspected for more consistent reporting among LEA's and consistent point of reference between the CMP and the Maintenance Inspections. Improve the turn-around time (at a minimum 45 days, similar to the required LEA response) from when Maintenance Site Visits are made and the inspection report is available to the LEA. In some cases, Inspection reports were received up to a year after the site visit. Sometimes, members of the BPW make inquiries regarding an LEA's Maintenance Inspection rating and an LEA can be left in an awkward spot as they may not have seen the inspection results in a timely manner.

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Item or topic proposed for alteration or elimination:

Improve access to IAC agenda items, minutes and expedite approvals.

Rationale or supporting information for the proposed change:

Agendas are often not posted in advance for the LEA to be able to confirm if their applicable agenda items are included. Currently LEA's must submit Agenda Items approximately a month in advance of the scheduled IAC meeting. These meetings are often scheduled outside of monthly BOE meetings, thereby requiring the LEA to build in additional 4-6 weeks to obtain IAC approve from BOE approved. Posting of official IAC minutes is currently inconsistent on the PSCP website. Anything that can be done to streamline submissions to the IAC for approvals, electronically through a web-portal or document exchange site vs. hard copies is appreciated to reduce oval review times.

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Item or topic proposed for alteration or elimination:

Revise PSCP APG – Section 405 – Finance – Submission for Payment. All State funded projects, a request by the LEA for reimbursement of payments made directly to a contractor/vendor is submitted on the appropriate IAC/PSCP Form and additional documentation. Currently, it requires photocopies (front and back) of the bank cancelled check reflecting payment made by the LEA or a notarized affidavit from the vendor indicating they've received payment, and/or copies of our bank statements.

Rationale or supporting information for the proposed change:

Contractors/vendors are converting to mobile banking which allows them to capture an image of the check and deposit it electronically. This eliminates the need for further handling of the printed document, but in this process, the image of the cancelled check does not bear the bank's cancellation information. Not all contractors/vendors are making remote deposits, so we propose amending the Procedures Guide to define supporting documentation as 'an electronic image of the cancelled check (front and back), with or without bank cancellation information.

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Representing (LEA, County, etc.): Wicomico County Public Schools

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Item or topic proposed for alteration or elimination:

Section 405.4.C.2.a requires a Close Out Cost Summary be submitted 180 days after project is completed and/or the building is accepted by the LEA. It furthers requires the final application for payment. Notifications to LEA's about status of the Close Out Cost Summary are starting 180 days after the last application for payment received for reimbursement, which is not the "final" application for payment.

Rationale or supporting information for the proposed change:

Project close-out often extends beyond 180 days due to outstanding warranty work (& verification) and completion of sub-contractor close-out documentation from the date of substantial completion (acceptance by the LEA). Currently, the PSCP begins sending notices once 180 days have lapsed since the last application for payment was submitted for reimbursement (not the "final" application for payment) and will continue to send notifications even after the LEA has advised the PSCP that final payment has not been made. Consider changing the close out submission requirement or extend the number of days before notifications to the LEA start regarding time accrued since the last payment seeking reimbursement.

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Item or topic proposed for alteration or elimination:

Eliminate the pre-requisite submission of schematic design by September 1st.

Rationale or supporting information for the proposed change:

Currently the Educational Specification Submission (August) and the Schematic Design submission (September), both of which are submitted to MSDE for review are within a month of each other. Consider combining this submission or eliminate the Schematic Design Submission. Often, comments aren't received from the Ed Spec in time to address for the Schematic Submission.

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Item or topic proposed for alteration or elimination:

Eliminate the need for Change Order review by the DGS/MSDE for any project that has been awarded under a GMP with a CMr.

Rationale or supporting information for the proposed change:

All changes to the project are at risk for the LEA upfront.

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Item or topic proposed for alteration or elimination:

Require the PSCP to give 24-hour notice to an LEA regarding what projects will be audited in addition to the fiscal year range. Allow the PSCP to accept electronic versions of documents to meet audit requirements vs. hard copies.

Rationale or supporting information for the proposed change:

Currently the PSCP gives a few days' notice that they are coming to audit completed projects, although they won't disclose specifically which projects they will be auditing, that information isn't released until they arrive onsite. For LEA's who may have archived files, this is a big interruption to the work day and often keeps staff in the office to retrieve project information instead of being out in the field working on projects. Please consider giving 24-hour notice to an LEA with the specific projects so that everything can be pulled and made available in advance. In addition, for more recently completed projects, allow the PSCP to accept viewing files electronically via our document management files.

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Item or topic proposed for alteration or elimination:

Remove the High-Performance School requirement, Section 105 and related COMAR references.

Rationale or supporting information for the proposed change:

Currently, specific project types are required to be High Performance Schools defined as achieving LEED Silver Certification from the USGBC. Unfortunately, LEED Silver is a moving target as the USGBC updates their certification process and credit requirements approximately every three (3) years. For example, an item that may have earned a credit toward LEED in an older version is now a pre-requisite in the newer version. With each new version, it gets more difficult to obtain LEED Silver because the credit requirements become more stringent. USGBC requires that a LEED accredited professional register the project and oversee the on-line credit tracking / reviewing process. This results in fees borne by the LEA. The USGBC will also set expiration dates for versions of the certification process, so if a project is put on hold, it is at risk of having to be re-registered and re-designed to meet the new version. Consider removing the high-performance school requirement and require projects to be designed to the latest energy codes, which are very stringent on their own combined with specific building commissioning requirements. The energy codes are already established and the commissioning agent provides the third-party verification that the systems have met the design / operational intent. This alone saves significant operational dollars without having to follow the complex LEED certification process and the additional man-hours required to navigate the two-step on-line certification process.

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Item or topic proposed for alteration or elimination:

Increase the cost of construction threshold to \$2 Million for Prevailing Wage Requirements.

Rationale or supporting information for the proposed change:

Typically, prevailing wage increases the cost of a project by 10-12%. This would allow smaller systemic projects (examples: roofing, HVAC upgrades, Window / Door replacements) that receive State funding to be done at a reduced cost. For a \$1 Million project, it could result in savings up to \$120,000 that could be utilized to make additional improvements while executing the project.

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Item or topic proposed for alteration or elimination:

Modify COMAR and applicable APG sections to include Integrated Project Delivery (IPD) as an approved project delivery method.

Rationale or supporting information for the proposed change:

IPD is being used successfully in the private sector for major, often complicated construction projects such as hospitals. It is also being utilized for major infrastructure projects. A few benefits include:

Contractual partnership between Owner, Designers and Contractors
Subcontractor Involvement during Design
More Cooperative vs. Adversarial when Changes / Unforeseen Conditions are needed / encountered
More Flexible / Faster in overall design / construction time frame

This would give LEA's another project delivery option which could assist in reducing costs by collaborating with key contributors at the beginning of a project making important decisions jointly vs. a contractor evaluating a design after it's done and providing input for potential changes / value engineering.

Note: Use separate sheets for separate topics. If required, start proposal on this sheet which will act as the cover page and attach any additional sheets or supporting data as required.