

**Baltimore City Public School Construction Program  
Executive Committee Meeting Minutes  
Wednesday, September 30, 2015  
200 North Avenue, Baltimore Maryland, Conference Room 301  
2:00 pm**

**PARTICIPANTS**

**IAC**

Dr. David Lever, Chair  
William Levy

Helen McCall

**Maryland Stadium Authority**

Michael Frenz  
David Raith

Eric Johnson

**City Schools**

Dr. Lynette Washington  
Larry Flynn

Jessica Clark

**Baltimore City**

Dawn Kirstaetter  
Tom Stosur

**21<sup>st</sup> Century Schools**

Mignon Anthony

**APPROVALS**

Dr. David Lever called the meeting to order at approximately 2:00 pm and asked for a motion to approve the minutes from the June 3, 2015 open meeting.

- The motion was made and seconded; the vote was unanimous with no discussion.
- The Agenda and handouts from the meeting are attached.

Dr. Lever has concluded his one year commitment as chair of the Executive Committee. Ms. Mignon Anthony was approved as chair for the next year.

The meeting adjourned at approximately 3:30 P.M.

## **INFORMATIONAL**

### **Open Session Agenda, September 30, 2015**

#### **Committee Reports:**

Coordinating Committee – Tom Stosur, City of Baltimore

See attached items, page 2:

- Coordinating Committee Update, September 30, 2015

Collaborative Group – City of Baltimore

- No new information to report, page 8.

STAT Committee – Eric Johnson, Maryland Stadium Authority

See attached item, page 9.

IAC Report – David Lever and William Levy, Interagency Committee

See attached item, page 11:

- Baltimore City Public Schools MOU Executive Committee – IAC Report, September 30, 2015

Financial – David Raith, Maryland Stadium Authority

See attached item, page 13:

- Statement of Revenues and Expenditures, September 30, 2015

City Schools Report – Larry Flynn, Baltimore City Public Schools

See attached item, page 17:

- Baltimore City Schools Update, September 30, 2015

MSA Report – Eric Johnson, Maryland Stadium Authority

See attached items, page 19:

- Maryland Stadium Authority Update, September 30, 2015

**Baltimore City Public School Construction Program  
Executive Committee Meeting Agenda  
200 North Avenue, Baltimore Maryland, Conference Room 301  
Wednesday, September 30, 2015  
2:00 pm**

**OPEN SESSION**

**Approvals/Reporting**

- Minutes, Meeting of June 3, 2015
- Interim EAP Approvals: None
- Nomination of 2015-2016 Chair
- Extension Request for the Legislative Report

**Informational**

- Committee Reports
  - Coordinating Committee (Tom Stosur)
  - Collaborative Group (Dawn Kirstaetter)  
(Vu Dang)
  - STAT Committee (Eric Johnson)
    -
  - IAC Report (David Lever)
  - Financial (David Raith)
  - City Schools Report (Larry Flynn)
  - MSA Report (Eric Johnson)
- Public Forums (David Lever)  
(Dawn Kirstaetter)

## Report to the MOU Executive Committee

### City-BCPS Coordinating Committee Meeting on School Construction

September 30, 2015

The last Coordinating Committee was held on June 3, 2015 at the Planning Dept.

Attendees: Planning, Mayor's Office, BCRP, MSA, BCPS, Housing, MOIT

1. Committee members amended and approved the minutes April 15, 2015.
2. Status Reports

#### A. Feasibility and Design Status – BCPS/MSA

- **Phase 1 Schools Feasibility Studies: Status/Next Steps to Complete**

- Reviewed the status of all Phase I school projects.
- Wrap-up session completed with Ft. Worthington & Frederick. There is still some additional follow-up esp. on Frederick as far as the look of original building portion.

- **Year 2 Schools: Launch of Feasibility Studies/Schedule**

- Architects have been selected for the first group of four schools (Medfield, John Ruhrah, Cross-Country and Calvin Rodwell) and are being advertised for the second group. (Calverton, Bay Brook, Govans and Walter P. Carter)

#### B. Status of Fiber connection plan MOIT/BCPS

Joe Carella MOIT presented a Powerpoint and will be working directly with BCPS on analyzing best options for fiber. There are possible federal reimbursement funds if the infrastructure is installed by City/BCPS versus using outside vendor such as Comcast.

- How do we connect MOIT versus Comcast?
- FCC grant goes with MOIT and for self-construction. This E-rate program requires competitive bids prior to application.
- City will be considering creation of a broadband authority

#### C. Status of Cooperative Use Space

Nicole Price reported that detail on cooperative use space for each school has gone to the architects. The teams are still working on a scheduling agreement. The overarching MOU is still under legal review.

### 3. Various Updates

- **21<sup>st</sup> Century Schools Web Site Status**
  - Site is up. Karen Sommerville is new BCPS Communications coordinator
- **Public Forum 21<sup>st</sup> century Schools**
  - Update forum September 10, 6-8 pm, location TBD
- **INSPIRE**
  - Continuing to flesh out recommendations on first four plans with goal to complete in fall
  - Working with BCPS on establishment of core teams as we move forward
- **Changes to Exhibit 6**
  - Lynette stated that updates from CEFMP have been sent to MSA for review. Surplus schools for this year will be Langston Hughes, Raynor Brown and Pinderhughes. City should be getting letter in October and will have 30 days to respond.
  - Lynette will work with Sara to further discuss portfolio review in coordination with community development and other relevant city trends.
  -

### 4. Other Issues/Announcements

Mignon stated that BCPS has brought on an overall design person to review and set standards for signage and other design elements.

### 5. Wrap-up & Adjourn

**Next Scheduled Coordinating Committee Meeting**

**Oct. 21, 2015 at 9:00 a.m.**



# INSPIRE

Investing in Neighborhoods and Schools to Promote  
Improvement, Revitalization, and Excellence

## Background

Through the **21st Century Schools Initiative**, Baltimore City Public Schools, in partnership with the Maryland Stadium Authority, Baltimore City, and the State of Maryland, will be investing nearly one billion dollars to renovate or replace schools over the next several years. The Department of Planning is conducting a planning program for the neighborhoods around each of the new or renovated schools. The program is called **INSPIRE**, which stands for *Investing in Neighborhoods and Schools to Promote Improvement, Revitalization, and Excellence*.

## Overview

The INSPIRE plans will focus on the **quarter-mile surrounding each school** to leverage the investment in the school and enhance the connection between the school and the neighborhood. Plans will articulate the community's vision for guiding private investment as well as identify specific, implementable public improvements in areas such as **transportation, housing, and open space** to improve the surrounding neighborhood so that it can better support the school.

### Guiding Principles

#### Stronger schools lead to stronger neighborhoods

Millions of dollars of investment in schools can serve as a trigger point for additional investment in the surrounding neighborhood. The plans will provide a **vision** to INSPIRE and guide that investment. The plans can serve as marketing tools to attract private investment and/or work plans for community-led development activities.

#### Stronger neighborhoods lead to stronger schools

A safe and stable neighborhood is fundamental for providing students and families with a healthy living environment, where children are more likely to attend school and have better outcomes. The plans will include specific implementable **recommendations** for how to improve the surrounding neighborhood environment and improve quality of life for students, their families, and all neighborhood residents.



Stephanie Rawlings-Blake  
Mayor



Thomas J. Stosur  
Director of Planning

## Planning Process

Board of School Commissioners approval of the feasibility studies depicting preferred school design options for each site will trigger the kick-off of the INSPIRE community engagement and planning process for the surrounding neighborhoods. A Core Team of community volunteers will guide each phase of the INSPIRE process and serve as ambassadors of the program.

### **LISTEN: Gathering Information**

Stakeholders will identify existing conditions around the school and identify strengths, weaknesses, and opportunities. Information will be gathered through reviewing existing plans, neighborhood history, and demographic profiles and conducting walking tours, surveys, workshops, and focus groups.

### **CREATE: Drafting and Reviewing Recommendations**

Planning Department staff will create draft recommendations based on stakeholder input during the information gathering phase of the planning process. Stakeholders will review, refine, and prioritize the draft vision and recommendations.

### **DELIVER: Writing and Reviewing the Plan**

Planning Department staff will develop a draft plan. Stakeholders will review the draft plan document prior to adoption by the Planning Commission.

## Implementation

The plan will identify specific implementation actions that will fall into four categories:

### **Partner Commitments**

The planning process will include all willing partners and stakeholders in developing and implementing recommendations. Plans will identify commitments from institutions, businesses, community development corporations, community associations, and other partners to help implement specific plan recommendations.

### **Agency Operations**

Focusing on a limited geographic area will allow plans to include detailed recommendations for specific sites where coordinated, strategic but relatively minor public improvements using agency operation funds can make a big difference. These improvements might include crosswalks, code enforcement, tree trimming/planting, etc.

### **Priority Areas for Citywide Initiatives**

Many of the recommendations in the plans will align with existing citywide initiatives, such as Safe Routes to School or Blight Elimination. The planning process will help city agencies implement these initiatives in ways that will best leverage the investment in the schools.

### **Capital Projects**

To help ensure the success of INSPIRE, Mayor Rawlings-Blake has set aside \$5 million of General Obligation Bond FY16 and FY17 to implement INSPIRE projects and priorities.

**For more information, please contact Sara Paranilam at 410-396-5935, [sara.paranilam@baltimorecity.gov](mailto:sara.paranilam@baltimorecity.gov), Aaron Bond at 410-396-5173, [aaron.bond@baltimorecity.gov](mailto:aaron.bond@baltimorecity.gov) or Reni Lawal at 410-396-3957, [reni.lawal@baltimorecity.gov](mailto:reni.lawal@baltimorecity.gov)**





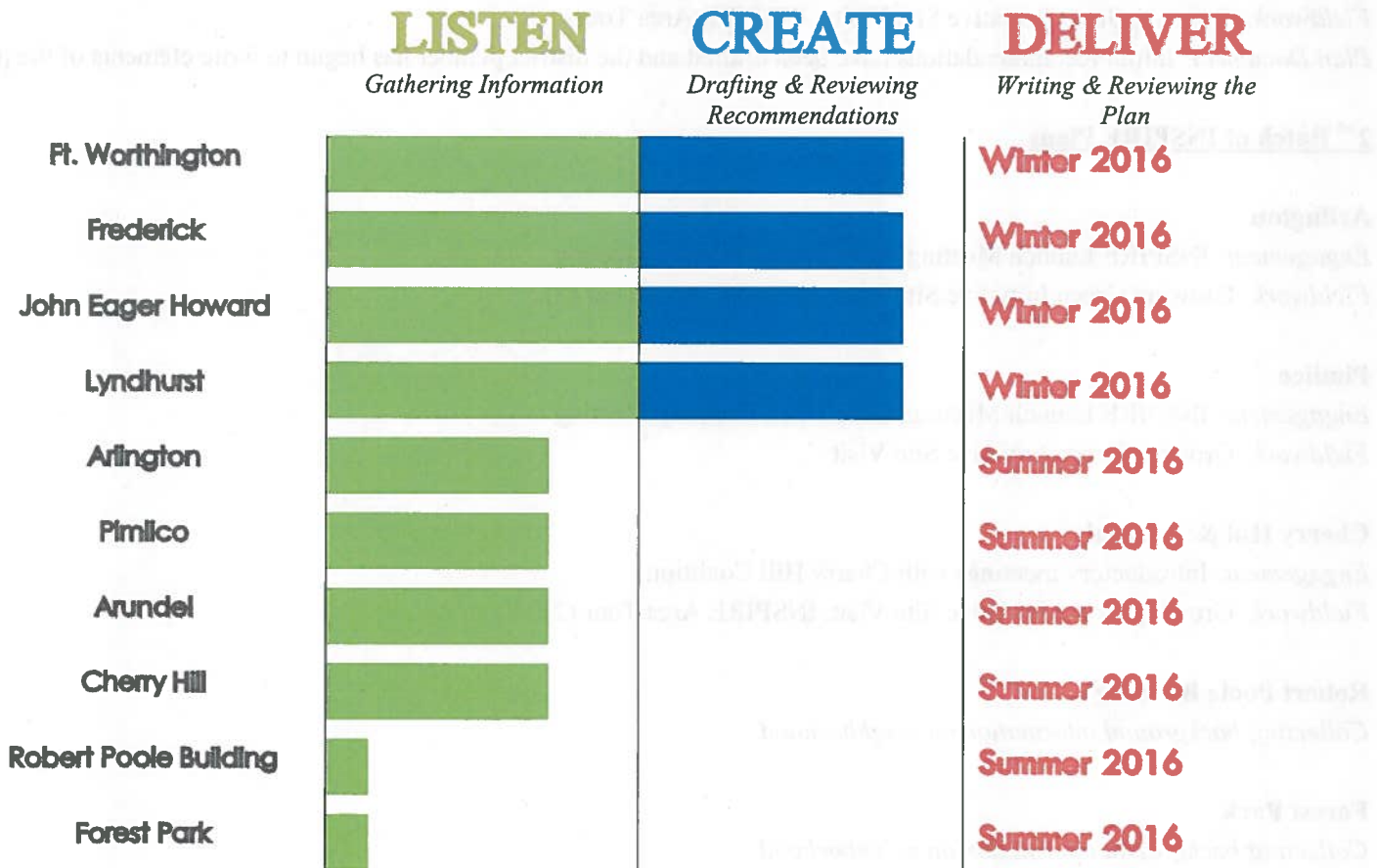
# INSPIRE

Investing in Neighborhoods and Schools to Promote  
 Improvement, Revitalization, and Excellence

## INSPIRE Update – September 2015

As the feasibility studies are approved for each of the school buildings in phase one of the 21<sup>st</sup> Century School Buildings Plan, the Planning Department begins the first stage of the INSPIRE process with school communities and proceeds to move through the stages until there is an INSPIRE plan for each school neighborhood.

The Planning Department has begun the INSPIRE process in eight of the school neighborhoods and will begin the process in two additional schools this fall. The graphic below depicts where in the process each of the school neighborhoods are with an estimated completion date for the INSPIRE plan.



**Stephanie Rawlings-Blake**  
 Mayor



**Thomas J. Stosur**  
 Director of Planning



## **1<sup>st</sup> Batch of INSPIRE Plans**

### **Frederick**

*Engagement:* Workshop #1, Parent Surveys, Surveys at Westside Shopping Center, INSPIRE Reboot Meeting, Planning Team Meeting

*Fieldwork:* Growing Green Initiative Site Visits (2), INSPIRE Area Tours (2)

*Plan Document:* Initial recommendations have been drafted and the district planner has begun to write elements of the plan

### **Fort Worthington**

*Engagement:* Workshop #1, Parent Surveys, Student Workshop, Surveys at Berea Neighborhood Association Meeting

*Fieldwork:* Growing Green Initiative Site Visit, INSPIRE Area Tours (2)

*Plan Document:* Initial recommendations have been drafted and the district planner has begun to write elements of the plan

### **John Eager Howard**

*Engagement:* Workshops #1 & #2, Parent Surveys, Community Surveys (online & in-person), Student Workshop at St. Francis Neighborhood Center, Reservoir Hill Block Group Meetings, Meeting with Westside Stakeholders

*Fieldwork:* Growing Green Initiative Site Visit, Penn North Enforcement Tour, INSPIRE Area Tours (2)

*Plan Document:* Initial recommendations have been drafted and the district planner has begun to write elements of the plan

### **Lyndhurst**

*Engagement:* Workshops #1 & #2, Student Workshops at Lyndhurst and Rognel Heights, Parent Surveys

*Fieldwork:* Growing Green Initiative Site Visits, INSPIRE Area Tours

*Plan Document:* Initial recommendations have been drafted and the district planner has begun to write elements of the plan

## **2<sup>nd</sup> Batch of INSPIRE Plans**

### **Arlington**

*Engagement:* INSPIRE Launch Meeting, Core Team Planning Meeting

*Fieldwork:* Growing Green Initiative Site Visit, INSPIRE Area Tour (3)

### **Pimlico**

*Engagement:* INSPIRE Launch Meeting, Core Team Planning Meeting

*Fieldwork:* Growing Green Initiative Site Visit

### **Cherry Hill & Arundel**

*Engagement:* Introductory meetings with Cherry Hill Coalition

*Fieldwork:* Growing Green Initiative Site Visit, INSPIRE Area Tour (2)

### **Robert Poole Building**

*Collecting background information on neighborhood*

### **Forest Park**

*Collecting background information on neighborhood*

Baltimore City School Construction Program  
MOU Executive Committee Meeting  
September 30, 2015

Collaborative Group: No New Information

Baltimore City Schools Construction Program  
MOU Executive Committee Meeting  
September 30, 2015

STAT Committee Update

Current:

- Next quarterly meeting not held yet. Currently working thru finalizing implementation of analytics into Proliance and metrics for tracking per the reporting requirements established at the May 28<sup>th</sup>, 2015 meeting. Upon completion, STAT committee will reconvene. Completion and launch in expected mid-late October 2015
- Current status of contracts and inclusion (attached)

Next Steps:

- Finalize reporting draft for implementation & tracking metrics.
- Proliance software training for committee members.
- Establish next meeting date.

Project	Prime	Contract Amount	MBE Goal	MBE Commitment	MBE Participation
Program Manager Services	City School Partners	\$6,257,816.30	29.00%	29.00%	\$1,814,766.73
LEED/Green Building Consulting Services	Lorax Partners	\$905,358.00	10.00%	11.18%	\$101,219.02
A/E - Fort Worthington Elementary	Grimm + Parker Architects (G+P)	\$1,941,357.00	29.00%	37.69%	\$731,697.45
A/E - Frederick Elementary	USA Architects Planners + Interior Designers (USA)	\$1,527,900.00	29.00%	31.00%	\$473,649.00
Commissioning Agent - Ft. Worthington	Reynolds Consulting Engineers	\$82,517.00	10.00%	10.00%	\$8,251.70
CM Services - Ft. Worthington	Gilbane	\$120,831.00	29.00%	29.00%	\$35,040.99
Commissioning Agent - Frederick	Reynolds Consulting Engineers	\$68,383.00	10.00%	10.00%	\$6,838.30
CM Services - Frederick	Gilbane	\$118,323.00	29.00%	29.00%	\$34,313.67
A/E - Lyndhurst Elementary	STV, Inc.	\$1,432,800.00	29.00%	33.50%	\$479,988.00
CM - Lyndhurst	Turner Construction Company	\$108,015.00	29.00%	29.00%	\$31,324.35
CM - John E. Howard Elementary	J. Vinton Schafer & Sons, Inc. (JVS)	\$141,501.00	29.00%	29.00%	\$41,035.29
A/E - John E. Howard Elementary	Cho Benn Holback & Associates **	\$1,519,446.00	29.00%	62.38%	\$947,830.41
A/E Robert E. Poole	JRS Architects, Inc. **	\$2,466,870.00	29.00%	29.52%	\$728,220.02
CM - Robert E. Poole	CAM Construction Company	\$105,206.00	29.00%	30.00%	\$31,561.80
A/E - Cherry Hill	JRS Architects, Inc. **	\$1,930,840.00	29.00%	30.00%	\$579,252.00
CM - Cherry Hill	HESS Construction + Engineering Services, Inc	\$107,661.10	29.00%	29.25%	\$31,490.87
A/E - Arundel	GWWO Inc./Architects	\$1,878,800.00	29.00%	29.00%	\$544,852.00
CM - Arundel	MCN Build/Southway Builders JV	\$85,274.00	29.00%	29.00%	\$24,729.46
A/E - Forest Park	Smolen Emr Ilkovitch Architects, Inc.	\$2,839,014.00	29.00%	29.00%	\$823,314.06
CM - Forest Park	HESS Construction + Engineering Services, Inc	\$112,991.80	29.00%	29.11%	\$32,891.91
Code Consultant	Institute for Building + Technology Safety (IBTS)	\$924,934.73	10.00%	11.00%	\$101,742.82
Arlington CM	Dustin Construction	\$117,253.50	29.00%	29.43%	\$34,507.71
Arlington A/E	Design Collective	\$1,731,984.00	29.00%	29.00%	\$502,275.36
Pimlico CM	Dustin Construction	\$117,253.50	29.00%	29.43%	\$34,507.71
Pimlico A/E	Design Collective	\$1,820,000.00	29.00%	30.00%	\$546,000.00
Commissioning Agent - Lyndhurst Elementary	Setty & Associates International **	\$99,615.00	10.00%	18.00%	\$17,930.70
Commissioning Agent - John E. Howard	RMF Engineering	\$105,091.00	10.00%	11.00%	\$11,560.01
Commissioning Agent - Robert E. Poole	RMF Engineering	\$97,565.00	10.00%	17.00%	\$16,586.05
Commissioning Agent - Arundel	RMF Engineering	\$110,942.00	10.00%	18.00%	\$19,969.56
<b>Totals</b>		<b>\$28,875,542.93</b>		<b>30.43%</b>	<b>\$8,787,346.96</b>

\*\* Denotes MBE Prime



LARRY HOGAN  
GOVERNOR

STATE OF MARYLAND  
PUBLIC SCHOOL CONSTRUCTION PROGRAM  
200 W. BALTIMORE STREET  
BALTIMORE, MARYLAND 21201  
410-767-0617

INTERAGENCY COMMITTEE ON SCHOOL CONSTRUCTION

Executive Committee  
Meeting Minutes  
September 30, 2015  
11

DAVID G. LEVER  
EXECUTIVE DIRECTOR

JACK R. SMITH, Ph.D.  
CHAIRPERSON

**BALTIMORE CITY PUBLIC SCHOOLS  
MOU EXECUTIVE COMMITTEE - IAC REPORT**  
September 30, 2015

**GENERAL**

- **Staff Capacity.** With respect to establishing a position of executive director to coordinate all facility management issues, we understand that City Schools has formulated a position description. The IAC has identified this position as essential not only to the management of projects in the annual Capital Improvement Program (CIP) and other funding programs, but also to the long-term maintenance and operation of schools in the 21<sup>st</sup> Century Building Program. The IAC is prepared to work with City Schools to identify a qualified individual to fill this extremely important position.

**MOU §1.D ROLES, RIGHTS, AND RESPONSIBILITIES – Executive Committee**

- **Public Forums:** The first public forum was held on September 10, 2015. Deputy Mayor Kirstaetter and Dr. Lever will report on the Forum.

**MOU §2.A EDUCATIONAL SPECIFICATIONS, FEASIBILITY STUDIES, AND DESIGN ELEMENTS**

- IAC staff has continued to participate in design review meetings, including via teleconference.

**MOU §4.C IAC AND BPW PROCESS – 10-Year Plan Project Submissions**

- Summary of IAC actions to date (project approval and EAP):
  - Of 11 Year 1 Schools, 10 projects have been approved by the IAC to date.
    - The schematic design for the Patterson High School/Claremont Education School has not been submitted to the IAC staff for review.
  - The IAC reviewed the revised schematic designs for John Eager Howard Elementary School and Lyndhurst Elementary School on September 17, 2015. The IAC does not have design approval authority over these projects, which are under MSA management.
    - The IAC notes considerable improvement in the design of John Eager Howard.
    - The IAC still has concerns about the efficiency and certain design features of Lyndhurst Elementary. However, none of these issues will affect the safety or health of the students, or the ability of the school administration to deliver the educational program.

**MOU §11 COMPREHENSIVE AND BUILDING MAINTENANCE PLANS**

- **Comprehensive Maintenance Plan (CMP) and Maintenance Performance Metrics:**
  - IAC staff continues to meet with City Schools staff to discuss:
    - The template Building Maintenance Plan (BMP). The BMP template for individual projects has been completed. At the end of design, the template will be filled out for each project. The final BMP for each project will be completed at the end of construction.

- Completion of Maintenance Performance Metrics. PSCP staff has discussed the upcoming submission of the CMP with City Schools, including the metrics that are available apart from the CMMS. The IAC has considerable concern about the delay in implementing the CMMS, which in turn will delay the assessment of maintenance performance metrics that depend on both completion of the asset inventory and on the operational CMMS.
- Specific departmental and divisional work plans.
  - No update.
- Implementation of the CMP. City Schools reports actions in these areas:
  - Staffing: Positions have been posted on the Baltimore City School web site; however, applicants have been slow to respond. Public advertising and media resources have been engaged to inform the general public. Facilities continue to work with HR to revamp job descriptions to fill new and vacant positions; of the 12 advertised positions for FY 2015, at this time 8 have been filled. The target for FY 2016 FM&O staff positions is 28 repair, engineering and management FTE's, including the EBS positions described below.
  - Budget: Many of the targets have been achieved with City Schools reporting an increase of FM&O funding. The Board of Commissioners approved annual additional funding of \$27.0 million over 9 years. From FY 2015 to 2019 total FM&O funding will increase from \$15.5 million to \$31.3 million. The 2014 CMP funding targets per square feet for FY2015 and FY 2016 were respectively \$1.07 and \$1.45. IAC staff is studying the M&O budgets of other LEAs to determine how this figure compares.
  - Reorganization of Educational Building Supervisors: Educational Building Supervisors (EBS) returned to FM&O on July 1, 2015. We understand that the EBS staff has been trained using the IFMA program.
- **School tours:**
  - Will continue as before at a rate of about four to six per week, with a focus on projects that are under construction, as well as projects approved in the FY 2016 CIP and that will be submitted in the FY 2017 CIP.
  - Members of the Appropriations Committee and other State officials toured the Henderson Hopkins School and Gilmore Elementary School on September 15, 2015.

#### **MOU §10 and §12 SCHOOL CLOSURES / UTILIZATION PLAN & TARGETS**

- Meetings to discuss the Utilization Plan have been held with Dr. Washington and her staff. City Schools appears to be on track to achieve the Utilization Rate Targets for the 2015-2016 and the 2019-2020 School Years, without swing space; with swing space, the Targets will be met four school years later in each case.
- A principle identified issue is to align the Utilization Rate based on changes in the total State Rated Capacity with changes in the square footage that is directly under the responsibility (and therefore budget) of City Schools.



Lawrence J. Hogan, Jr.  
Governor

Michael J. Frenz  
Executive Director

Members

Thomas E. Kelso  
Chairman

Leonard J. Attman  
Joseph C. Bryce  
John P. Coale  
John Morton III  
Kaliopé Parthemos  
Manervia W. Riddick

Finance

David A. Raith  
Chief Financial Officer

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To: Executive Committee  
From: David Raith, Chief Financial Officer  
Date: September 30, 2015  
Re: Baltimore City Public Schools – June 2015

Attached is the Statement of Revenues and Expenditures related to the activities for the Baltimore City Public Schools.

**Revenues**

Actual revenues for the 4<sup>th</sup> quarter were \$5.7 million, which is the amount budgeted. For the year, the actual is \$20.4 million compared to the budget of \$18.0 million. The increase in revenues for the year is the additional payment received from Baltimore City for the balance due for the FY 2014 bottle tax collected, \$2.3 million

**Expenditures**

Overall, expenses through June 2015 are under budget by \$4.8 million. Below are some of the major variances:

**Salaries, Wages and Benefits**

This category is under budget for the quarter ending June 2015 by \$500,000 and under budget for the year by \$739,000. The primary reason is vacant positions were budgeted but never filled. In addition, the budget allocations for attorneys and accounting were budgeted for thirty percent (30%) but the actual is less. In addition, in October 2014, there were no health insurance deductions for the month.

**Telephone**

The budget is based on dedicated landlines and internet services. MSA Administration pays for both services and the services allocated to BCPS. For the quarter ending June 2015, the allocation was only \$2,230 and for the year \$5,587. This category is under for the quarter by \$3,600 and under budget for the year by \$17,900.

**Travel**

Budget was based on travel to various project sites. Since construction has not started, travel is down. Actual for the quarter ending June 2015 was \$2,417 compared to a budget of \$8,112 and for the year the actual is \$5,618 compared to a budget of \$32,448. This category is under budget for the month by \$5,600 and for the year by \$26,800.



**Contractual Services**

This category is under budget for the quarter ending June 2015 by \$3.1 million and for the year by \$3.9 million. The budget for the year to date included the start of year 2 feasibility studies that have not begun, the start of some construction and reimbursement to Baltimore City Public Schools.

**Office Supplies and Equipment**

These categories were under budget for the quarter ending June 2015 by \$12,500 but over budget for the year by \$17,500. The budget was too low for the number of staff.

**Fixed Charges**

This category is under budget for the quarter ending June 2015 by \$50,000 and under budget for the year by \$43,000.

If you would like to see any detailed information, please let me know.

Maryland Stadium Authority  
 Pgm 56 & 57 - Baltimore City Public Schools  
 Statement of Revenues and Expenses  
 12 Periods Ended 6/29/2015

(Unaudited)

	<b>CURRENT QUARTER</b>	<b>BUDGET QUARTER</b>	<b>CURRENT YTD</b>	<b>BUDGET YTD</b>	<b>ANNUAL BUDGET</b>
<b>REVENUES:</b>					
Total Revenues	\$5,667,167	\$5,666,667	\$20,363,971	\$18,000,000	\$18,000,000
<b>EXPENSES:</b>					
Subtotal-Salaries, Wages & Fringe Benefits (	\$317,012	\$818,684	\$1,055,689	\$1,796,108	\$1,796,108
Subtotal-Technical and Special Fees (Object	\$676	\$0	\$676	\$0	\$0
Subtotal-Communications (Object .03)	\$2,230	\$5,900	\$5,587	\$23,600	\$23,600
Subtotal-Travel (Object .04)	\$2,417	\$8,112	\$5,618	\$32,448	\$32,448
Subtotal-Contractual Services (Object .08)	\$2,958,632	\$6,092,000	\$4,271,531	\$8,235,500	\$8,235,500
Subtotal-Supplies and Materials (Object .09)	\$4,302	\$3,000	\$23,505	\$12,000	\$12,000
Subtotal-Equipment Additional (Object .11)	\$3,158	\$17,000	\$23,047	\$17,000	\$17,000
Subtotal-Fixed Charges (Object .13)	\$22,278	\$72,998	\$125,730	\$168,920	\$168,920
Subtotal-Land and Structures (Object .14)	\$0	\$0	\$0	\$0	\$0
Total Expenses	\$3,310,705	\$7,017,695	\$5,511,383	\$10,285,577	\$10,285,577

**Maryland Stadium Authority  
Baltimore City Public Schools Program  
Cash Balance as of June 2015**

	<b>Fiscal Year 2014</b>	<b>Fiscal Year 2015</b>
Beginning Cash Balance	\$0	\$16,982,264
Revenues		
Baltimore City	\$18,000,000	\$20,363,971
Expenditures		
Maryland Stadium Authority	-\$1,017,736	-\$5,511,383
Ending Cash Balance	<u>\$16,982,264</u>	<u>\$31,834,852</u>

Baltimore City Schools Construction Program  
MOU Executive Committee Meeting  
September 30, 2015

**Baltimore City Schools Update**

**Plan Year 1 Schools - Design**

- The feasibility studies and enhanced approval packages (EAP's) for the year 1 projects at Cherry Hill, Forest Park, Arlington and Pimlico have been approved by the Board of School Commissioners and the Executive Committee.
  - Cherry Hill and Forest Park have been approved by the Executive Committee and the Architect and CM pre-construction contract awards have been approved by the Board of School Commissioners and the MSA Board. Concept designs have been completed and are awaiting final City Schools staff approval. Both projects are proceeding into the schematic design phase.
  - Arlington and Pimlico have been approved by the Executive Committee and the Architect and CM pre-construction contract awards have been approved by the Board of School Commissioners and the MSA Board. Concept designs have been completed and are awaiting final City Schools staff approval following revisions requested by City Schools staff.
- The completion of the remaining Year 1 study, Patterson, a MSA managed project, was dependent on proposed annual revisions to the 21<sup>st</sup> Century Building Plan, which were approved by the Board of School Commissioners on December 17, 2014 and updated enrollment projections.
  - The revised feasibility study and EAP for Patterson is complete and is under review by City Schools and MSA staff to achieve square footage reductions and the associated cost savings prior to submission to the Board of School Commissioners (BOSC) for approval.

**Plan Year 2 Schools - Feasibility Studies**

- Plan Year 2 Feasibility Studies - General
  - RFP's to be issued in four groups consisting of three groups of four studies and one final group of three for the 15 plan year 2 schools.
  - 31 architectural firms were qualified to compete for the plan year 2 studies and were divided by lottery into four groups to compete for the studies. Selection will be based on a 70% weight on qualifications and a 30% weight on price. There are eight firms in each of the first three groups and seven in the final group.
- Plan Year 2 Feasibility Studies – Current Status
  - The feasibility study for the Fairmont-Harford building is essentially complete and will be available for staff review in mid-October. Following the inclusion of staff comments, the EAP will be developed the work will be complete.
  - The RFP was issued for the first group of schools in late April and work is in progress on these studies. All of these studies are approximately 25% complete. The schools in group 1 are Cross Country, John Rurah, Medfield Heights and Calvin Rodwell. It is anticipated that the group 1 studies will be complete in early January.
  - The RFP was issued for the second group of schools in early July and responses have been received and evaluated, a short list of architectural firms was developed by the selection committee and price proposals have been received and reviewed and

preliminary selections made. The selection committee will provide recommendations to the BOSC Operations Committee for presentation on October 20<sup>th</sup> and BOSC approval on October 27<sup>th</sup>. MSA Board approval is scheduled for the first week of November. The schools in group 2 are Govans, Walter P. Carter, Bay Brook and Calverton. ~~It is anticipated the recommendations by the selection committee for the group 1 studies will be forthcoming in June.~~ \*

- The RFP's for the remaining two groups will be issued in the next 2 months.

#### **School Closures/Utilization Plan & Targets**

- City Schools staff met with the IAC staff to discuss the utilization resolution language. It is recommended that the language be changed in the resolution to include with swing space utilization targets. City Schools will prepare a letter to the Chair of the Executive Committee and the Committee to present the proposed targets for utilization with swing space for consideration to revise the utilization resolution. The next step will be to present the language change to the Board of School Commissioners for review and approval.

#### **Computerized Maintenance Management System (CMMS)**

- The Four Party Memorandum of Understanding (MOU) requires new CMMS technology to enhance facilities management at City Schools. The system will utilize automated work flows to streamline all aspects of repair and maintenance work orders, preventative maintenance, asset management, and inventory management.
- The June 3, 2015 update reported City Schools Department of Facilities Maintenance and Operations would request that the Board of School Commissioners (BOSC) approve a contract for a CMMS vendor procured via a competitive RFP process. In accordance with State MBE Regulations, the vendor was notified on May 7, 2015 they were the apparent low bidder and were required to submit MBE Forms C&D. Upon receipt of the required MBE Forms, City Schools' MBE office determined the vendor was not compliant with the intent of the regulations. In consultation with City Schools' Legal Counsel and MBE office, City Schools issued a Second Best and Final Offer. The vendor submitted a lower cost proposal and complied with MBE goals.
- In July 2015 City Schools' shared the results with the MSA which prompted subsequent conversations with the vendor, during which it became apparent they had diminished the scope of services from their original proposal.
- As a result of the above, City Schools' Chief Operating Officer and Executive Director of 21st Century Buildings Program are prepared to discuss additional options with the MSA to complete procurement of the CMMS.
- Total implementation of the CMMS and maintenance and support services software will occur over a five year period.

\* REMOVE by request of Mr. Larry Flynn 9/30/15

Baltimore City Schools Construction Program  
MOU Executive Committee Meeting  
September 30, 2015

Maryland Stadium Authority Update

Current Project Status:

- Fort Worthington and Frederick are currently in the Construction Document phase. Fort Worthington has early release packages out to bid for Demolition, Sediment/Erosion Controls, and rough site work. Bids due October 21, 2015, forecasted for BPW approval late fall. Frederick early release packages to bid week of 10/5. Scheduled completion for both schools is August 2017.
- John Eager Howard and Lyndhurst are currently in the Design Development phase, 100% submissions due in October. Construction currently scheduled to begin June 2016 on both schools, completion scheduled for December 2017.
- Robert Poole currently in Design Development phase, 100% submission due in October. Construction currently scheduled to begin Spring 2016, and completion scheduled for December 2017.
- Arundel currently in the Schematic Design phase. Design scheduled to be completed late spring 2016.
- Patterson feasibility study currently under review for scope, program, and budget.

Current Procurements:

- Commissioning agent procurements for balance of year 1 schools in process.
- Plan Year 2 Feasibility Study procurements in process. Lot 1 feasibility studies underway for ... Lot 2 studies RFP submissions received and currently under review, scheduled to award early November. Lot 3 studies RFP scheduled to be issued early 2015.
- Owner Controlled Insurance Program (OCIP) consultant RFP issued, RFP submissions due 10/28/15

Upcoming Procurements

- Year 2 A/E and CM pools to be issued Late Fall 2015
- Swing Space on-call contractors Fall 2015

Summary Schedule

- Currently being updated