

## BUDGETING DOCUMENTS

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**APPENDIX A**

**FY2017-2022 BOARD OF EDUCATION CAPITAL IMPROVEMENTS PROGRAM**

**A**



**FREDERICK COUNTY PUBLIC SCHOOLS  
Capital Improvement Program Requests  
Fiscal Years 2017-2022**

Project Description	Funding Request		
	LOCAL	STATE	TOTAL
	(000's omitted)		
<b>FY17 (July 1, 2016)</b>			
<b><u>MAJOR CONSTRUCTION/RENOVATION:</u></b>			
Frederick HS: Replacement- Construction/Equipment	\$20,642	\$0	\$20,642
Sugarloaf ES: New - Site	\$2,529	\$2,671	\$5,200
Butterfly Ridge ES: New - Site	\$3,391	\$2,671	\$6,062
Urbana ES: Replacement - Design	\$4,115	\$0	\$4,115
Liberty ES: Renovation - Feasibility Study	\$200	\$0	\$200
Subtotal	\$30,877	\$5,342	\$36,219
<b><u>BUILDING/SITE IMPROVEMENTS:</u></b>			
Portable Classroom Relocation and Replacement	\$600	\$0	\$600
Gov TJ MS boiler replacement	\$139	\$189	\$328
Emmitsburg ES HVAC replacement - Ph 2	\$379	\$525	\$904
7446 Hayward Rd Storm Water Mgmt Upgrade	\$240	\$0	\$240
Catoctin HS HVAC Replacement- Feasibility Study/Design	\$200	\$0	\$200
Middletown MS Pipe lining	\$176	\$164	\$340
Myersville ES Roof Replacement	\$145	\$200	\$345
Brunswick ES cafeteria HVAC Replacement	\$100	\$0	\$100
New Market MS - Eliminate underground utility vault	\$191	\$0	\$191
Staff Development Center boiler replacement	\$277	\$0	\$277
Urbana HS Auditorium Repairs	\$476	\$646	\$1,122
Middletown HS - Repair/Resurface Tennis Courts	\$384	\$0	\$384
Brunswick HS Stadium lights Replacement	\$350	\$0	\$350
Gov TJ HS Roof replacement - PH 1	\$345	\$556	\$901
Hillcrest ES Windows/Doors Replacement	\$220	\$233	\$453
Playground Replacements - Thurmont and Myersville ES	\$178	\$0	\$178
Monocacy MS Flooring Replacement	\$527	\$0	\$527
Rock Creek Generator	\$175	\$0	\$175
Lincoln Elem "A" Code Compliance	\$500	\$0	\$500
Subtotal	\$5,602	\$2,513	\$8,115
<b>TOTALS</b>	<b>\$36,479</b>	<b>\$7,855</b>	<b>\$44,334</b>

Note: Project funding is subject to approval by Board of County Commissioners and State Board of Public Works.  
Current approved FY16-21 County CIP found in Appendix E.



**FREDERICK COUNTY PUBLIC SCHOOLS  
Capital Improvement Program Requests  
Fiscal Years 2017-2022**

Project Description	LOCAL	Funding Request STATE (000's omitted)	TOTAL
<b>FY18 (July 1, 2017)</b>			
<b><u>MAJOR CONSTRUCTION/RENOVATION:</u></b>			
Sugarloaf ES: New - Construction/Equipment	\$19,513	\$12,349	\$31,862
Butterfly Ridge ES: New - Construction/Equipment	\$22,390	\$15,139	\$37,529
Rock Creek: Renovation - Design	\$3,507	\$0	\$3,507
Middletown MS: Renovation - Feasibility Study	\$200	\$0	\$200
Subtotal	\$45,610	\$27,488	\$73,098
<b><u>BUILDING/SITE IMPROVEMENTS:</u></b>			
Portable Classroom Relocation and Replacement	\$600	\$0	\$600
Catoctin HS HVAC Replacement - Ph 1	\$488	\$532	\$1,020
Kempton ES HVAC Replacement	\$400	\$600	\$1,000
New Midway Boiler Replacement	\$128	\$192	\$320
Parkway ES Gym HVAC Replacement	\$125	\$0	\$125
Emmitsburg ES Roof Replacement - Ph 1	\$237	\$303	\$540
Gov TJ HS Roof Replacement - PH 2	\$209	\$241	\$450
Hillcrest ES Roof Replacement - Ph 1	\$325	\$382	\$707
Brunswick MS Roof Replacement - Ph 2	\$166	\$233	\$399
Brunswick HS Pavement Repair/Overlay	\$954	\$0	\$954
Middletown Campus Roadway Improvements -Ph 1	\$852	\$0	\$852
Brunswick HS - Repair/resurface tennis courts	\$440	\$0	\$440
Catoctin HS Track Reconstruction	\$1,000	\$0	\$1,000
Subtotal	\$5,924	\$2,483	\$8,407
<b>TOTALS</b>	<b>\$51,534</b>	<b>\$29,971</b>	<b>\$81,505</b>

Note: Project funding is subject to approval by Board of County Commissioners and State Board of Public Works. Current approved FY16-21 County CIP found in Appendix E.



**FREDERICK COUNTY PUBLIC SCHOOLS  
Capital Improvement Program Requests  
Fiscal Years 2017-2022**

Project Description	Funding Request		
	LOCAL	STATE	TOTAL

(000's omitted)

**FY19 (July 1, 2018)**

**MAJOR CONSTRUCTION/RENOVATION:**

Urbana ES: Replacement - Site	\$7,520	\$0	\$7,520
Rock Creek: Renovation - Site	\$4,421	\$0	\$4,421
Waverley ES: Addition - Design	\$2,376	\$0	\$2,376
East County area ES: New - Design	\$3,348	\$0	\$3,348
Liberty ES: Renovation - Design	\$4,534	\$0	\$4,534
Subtotal	\$22,199	\$0	\$22,199

**BUILDING/SITE IMPROVEMENTS:**

Portable Classroom Relocation and Replacement	\$600	\$0	\$600
Catoctin HS HVAC Replacement - Ph 2	\$1,287	\$1,463	\$2,750
New Market ES Boiler Replacement	\$211	\$236	\$447
Carroll Manor ES Chiller Replacement	\$108	\$192	\$300
Valley ES - Connection to public water	\$200	\$0	\$200
Middletown HS Roof Replacement - PH 1	\$208	\$227	\$435
Hillcrest ES Roof Replacement - Ph 2	\$420	\$458	\$878
Lincoln "A" Roof Replacement	\$214	\$261	\$475
Catoctin HS Pavement Reconstruction	\$787	\$0	\$787
Orchard Grove ES Flooring Replacement	\$300	\$0	\$300
Green Valley ES Generator Installation	\$175	\$0	\$175
Brunswick HS Track Reconstruction	\$1,200	\$0	\$1,200
Urbana HS Repair/Replace Tennis Courts	\$440	\$0	\$440
Brunswick MS Oil Tank Replacement	\$179	\$0	\$179
Playground Equipment - Monocacy ES	\$168	\$0	\$168
Subtotal	\$6,497	\$2,837	\$9,334

**TOTALS**    \$28,696    \$2,837    \$31,533

Note: Project funding is subject to approval by Board of County Commissioners and State Board of Public Works. Current approved FY16-21 County CIP found in Appendix E.



**FREDERICK COUNTY PUBLIC SCHOOLS  
Capital Improvement Program Requests  
Fiscal Years 2017-2022**

Project Description	Funding Request		
	LOCAL	STATE	TOTAL

(000's omitted)

**FY20 (July 1, 2019)**

**MAJOR CONSTRUCTION/RENOVATION:**

Urbana ES: Replacement - Construction/Equipment	\$14,606	\$17,149	\$31,755
Rock Creek: Renovation - Construction/Equipment	\$18,527	\$10,655	\$29,182
Waverley ES: Addition - Site	\$2,894	\$0	\$2,894
East County area ES: New - Site	\$5,544	\$0	\$5,544
Middletown MS: Renovation - Design	\$5,263	\$0	\$5,263
Middletown HS: Renovation - Feasibility Study	\$200	\$0	\$200
Subtotal	\$47,034	\$27,804	\$74,838

**BUILDING/SITE IMPROVEMENTS:**

Portable Classroom Relocation and Replacement	\$600	\$0	\$600
Windsor Knolls MS Chiller Replacement	\$117	\$208	\$325
Kempton ES Boiler Replacement	\$152	\$228	\$380
Thurmont MS Boiler Replacement	\$232	\$348	\$580
Portable Classrooms HVAC Replacement - Ph 1	\$500	\$0	\$500
Green Valley ES Domestic Water Storage Tank Replacemen	\$168	\$0	\$168
Thurmont MS Roof Replacement	\$101	\$110	\$211
Middletown HS Roof Replacement - PH 2	\$502	\$601	\$1,103
Thurmont ES Roof Replacement	\$236	\$256	\$492
Walkersville HS Pavement Reconstruction	\$976	\$0	\$976
Walkersville HS Replace/resurface Tennis Courts	\$446	\$0	\$446
Twin Ridge ES Flooring Replacement	\$300	\$0	\$300
Middletown High Flooring Replacement	\$872	\$0	\$872
Myersville ES Oil Tank replacement	\$250	\$0	\$250
Kempton ES Generator Replacement	\$175	\$0	\$175
Gov TJ HS Track Reconstruction	\$1,300	\$0	\$1,300
Playground Replacements - Yellow Springs	\$252	\$0	\$252
Catoctin HS - Auditorium renovation	\$428	\$308	\$736
Subtotal	\$7,607	\$2,059	\$9,666

**TOTALS**    \$54,641    \$29,863    \$84,504

Note: Project funding is subject to approval by Board of County Commissioners and State Board of Public Works. Current approved FY16-21 County CIP found in Appendix E.

**FREDERICK COUNTY PUBLIC SCHOOLS**  
**Capital Improvement Program Requests**  
**Fiscal Years 2017-2022**

Project Description	Funding Request		
	LOCAL	STATE	TOTAL
	(000's omitted)		
<b>FY21 (July 1, 2020)</b>			
<b><u>MAJOR CONSTRUCTION/RENOVATION:</u></b>			
Waverley ES: Addition - Construction/Equipment	\$12,184	\$8,674	\$20,858
East County area ES: New - Construction/Equipment	\$15,689	\$17,149	\$32,838
Liberty ES: Renovation - Site	\$5,511	\$0	\$5,511
North Frederick City area ES: New - Design	\$3,428	\$0	\$3,428
Walkersville MS: Renovation - Feasibility Study	\$200	\$0	\$200
Subtotal	\$37,012	\$25,823	\$62,835
<b><u>BUILDING/SITE IMPROVEMENTS:</u></b>			
Portable Classroom Relocation and Replacement	\$600	\$0	\$600
Brunswick MS Boiler Replacement	\$180	\$270	\$450
Walkersville MS HVAC Replacement	\$400	\$600	\$1,000
New Midway ES Admin A/C	\$125	\$0	\$125
Middletown Elementary Roof Replacement	\$162	\$177	\$339
Monocacy ES Roof Replacement - Ph 1	\$257	\$281	\$538
Middletown HS Roof Replacement - Ph 3	\$614	\$669	\$1,283
Liberty ES Pavement Reconstruction	\$347	\$0	\$347
Walkersville MS Pavement Reconstruction	\$749	\$0	\$749
Urbana High Flooring Replacement	\$988	\$0	\$988
Middletown MS Flooring Replacement	\$529	\$0	\$529
Tuscarora HS Track Resurface	\$150	\$0	\$150
Myersville ES Oil Tank Replacement	\$225	\$0	\$225
Playground Replacements - Wolfsville and Liberty	\$168	\$0	\$168
Middletown HS Remove & Replace Track	\$1,500	\$0	\$1,500
Linganore HS - Replace/resurface Tennis Court	\$440	\$0	\$440
Walkersville HS Stadium Light Replacement	\$350	\$0	\$350
Subtotal	\$7,784	\$1,997	\$9,781
<b>TOTALS</b>	<b>\$44,796</b>	<b>\$27,820</b>	<b>\$72,616</b>

Note: Project funding is subject to approval by Board of County Commissioners and State Board of Public Works. Current approved FY16-21 County CIP found in Appendix E.





**FREDERICK COUNTY PUBLIC SCHOOLS**  
**Capital Improvement Program Requests**  
**Fiscal Years 2017-2022**

Project Description	Funding Request		
	LOCAL	STATE	TOTAL
(000's omitted)			
<b>FY22 (July 1, 2021)</b>			
<b><u>MAJOR CONSTRUCTION/RENOVATION:</u></b>			
Liberty ES: Renovation - Construction/Equipment	\$16,199	\$11,196	\$27,395
Middletown MS: Renovation - Construction	\$23,094	\$16,080	\$39,174
Middletown HS: Renovation - Design	\$9,120	\$0	\$9,120
Subtotal	\$48,413	\$27,276	\$75,689
<b><u>BUILDING/SITE IMPROVEMENTS:</u></b>			
Portable Classroom Relocation and Replacement	\$750	\$0	\$750
Hillcrest ES Boiler Replacement	\$182	\$273	\$455
Middletown ES HVAC Replacement/ Gymnasium AC	\$303	\$294	\$597
Ballenger Cr MS Roof replacement - Ph 1	\$672	\$732	\$1,404
Monocacy ES Roof Replacement - Ph 2	\$376	\$410	\$786
Emmitsburg ES Roof Replacement - Ph 2	\$100	\$178	\$278
Heather Ridge Admin RTU	\$125	\$0	\$125
Walkersville HS Window/Door Replacement	\$368	\$552	\$920
Thurmont ES Window/Door Replacement	\$207	\$229	\$436
Rock Creek HVAC Ph.II Terminal Unit/Boiler Replace.	\$396	\$704	\$1,100
Sabillasville Oil Tank Replacement	\$250	\$0	\$250
New Market MS Flooring Replacement	\$529	\$0	\$529
Brunswick HS Flooring Replacement	\$767	\$0	\$767
Kemptown ES Flooring Replacement	\$250	\$0	\$250
Playground Replacement - Twin Ridge ES	\$252	\$0	\$252
Brunswick HS Auditorium Renovation	\$520	\$680	\$1,200
Gov TJ HS Oil Tank Removal	\$500	\$0	\$500
Oakdale HS Track Resurface	\$125	\$0	\$125
New Market MS Reconstruct Tennis Court	\$192	\$0	\$192
Catoctin HS - Repair/resurface Tennis Courts	\$419	\$0	\$419
Subtotal	\$7,283	\$4,052	\$11,335
<b>TOTALS</b>	<b>\$55,696</b>	<b>\$31,328</b>	<b>\$87,024</b>

Note: Project funding is subject to approval by Board of County Commissioners and State Board of Public Works. Current approved FY16-21 County CIP found in Appendix E.



**APPENDIX B**

**PROPOSED CALENDAR FOR THE FY 2017 CAPITAL BUDGET  
AND THE  
FY 2017-2022 CAPITAL IMPROVEMENT PROGRAM**

**B**

B

**RECOMMENDED CALENDAR  
for the  
EDUCATIONAL FACILITIES MASTER PLAN  
and the  
FY 2017-2022 CAPITAL IMPROVEMENT PROGRAM**

August 2015	Superintendent Recommended Plan presented to the Board of Education.
September 2015	Board of Education public hearing on the Superintendent's Recommended Plan and FY 2017-2022 Capital Improvement Program (CIP).
September 2015	Board of Education action to adopt the Plan and FY 2017-2022 CIP.
October 2015	Board of Education FY 2017-2022 requests for state funded projects due to the Interagency Committee on School Construction. County Commissioners communicate approval to IAC.
November 2015	FY 2017-2022 CIP requests due to county staff.
November to January 2016	County staff workshops on CIP requests.
February 2016	County staff draft FY 2017-2022 CIP issued.
March 2016	County Commissioners' public hearing on BOE FY 2017 Capital Budget and FY 2017-2022 CIP.
June 2016	County adopts FY 2017 Capital Budget and FY 2017-2022 CIP.

B

**APPENDIX C**  
**STATE IAC FUNDING PRIORITIES**



**102.5 EVALUATION AND APPROVAL OF PROJECT REQUESTS**

**A. General**

1. Projects will generally be evaluated on the basis of past and projected enrollments, not only at the school in question, but at adjacent or nearby schools, and on consistency with the EFMP.
  - a. Projects for additional capacity may not be recommended for planning approval or funding where adequate capacity is available at adjacent schools. See Section 102.4.B.2. and 102.4.B.4.b.
  - b. In most cases, enrollment projections of the subject and adjacent schools must show that the school will be at least 50% occupied at the completion of the project and will be fully utilized within seven years of the date of project submission.
2. Priority Order.
  - a. Although the LEA establishes priorities for its local capital program, the evaluation of these priorities with respect to other projects in the State and the limited State funds available is a function of the IAC and the BPW.
  - b. Generally, the IAC will follow the local priority order to the extent that projects are eligible and funds are anticipated to be available. Exceptions may be made:
    - (1) To approve projects that address State statutory mandates (e.g. full day kindergarten or prekindergarten for economically disadvantaged children) or State initiatives (e.g. high school science classroom renovations).
    - (2) At the request of the local Board, with concurrence by the local government.
  - c. Projects may be recommended for deferral or modification so that the most critically needed projects in the subdivision or in other subdivisions may proceed.
  - d. The IAC may also place a higher priority on projects that respond to State mandates or initiatives.

**B. Procedure**

1. Projects will be evaluated and assigned a project status code of "A," "B," "C," or "D." Project approval status is determined and assigned to a project based upon an evaluation of project merit and a number of technical factors specific to the project type, as follows:
  - a. "A" - Approved for planning or construction funding. All PSCP and LEA staff questions, problems, or comments are currently resolved; the project is approved; and project development should proceed. (Note: Projects will be shown as "A" in CIP documents submitted to the BPW following IAC approval, pending approval by the BPW.)





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- b. "B" - Deferred but eligible for planning or construction funding. All PSCP and LEA staff questions, problems, or comments are resolved; the project is eligible for funding but is deferred due to fiscal constraints.
- c. "C" - Deferred based on issues yet to be resolved. The project as currently proposed or as it currently stands in the planning process is not eligible for approval until outstanding technical questions or problems have been resolved. Problem areas differ for different types of projects, and may include but are not necessarily limited to: site approval, capacity/enrollment, scope, estimated cost, availability of local funds, alternative solutions available, master plan inconsistency, other agency approvals, and progress of educational specifications or design documents,.
- d. "D" - Denied: Ineligible project. The Project does not meet PSCP funding guidelines and is therefore ineligible for State approval of planning or funding. Typical causes for denial include but are not limited to:
  - (1) Systemic Renovation project has a total construction value less than the required minimum;
  - (2) Project type does not correspond to a CIP category (Section 02.1.C). The project may be eligible through another State funding program.
  - (3) School was renovated or system was installed too recently (Section 102.1.C.1)

- 2. All projects will be reviewed periodically prior to mid-April based on the stated criteria in order to be considered for planning approval or funding in the next fiscal year. New information submitted by the LEA may be considered for reclassification of project approval status. LEAs will be regularly notified of project status and outstanding issues of concern through formal and informal communications.
- 3. All requests will be reviewed for consistency with existing State and local priorities, rules, regulations, procedures, and laws that are applicable to State funded public school construction projects.

**C. State Prioritization Methodology for Planning Requests**

**1. Steps in the Planning Prioritization Process**

- a. For each submitted CIP project that is eligible for planning approval (Project Status Code B, see above Section 102.5.B.1), a numerical score will be calculated based on the factors in 2. below, and the criteria factors that involve judgment outlined in 3. below will also be reviewed.
- b. The points are intended to provide guidance to the staff of the Program in developing recommendations for consideration by the IAC. Other factors, including the judgment factors cited below as well as knowledge of each school system's needs and priorities, will influence the recommendations.
- c. For each LEA that submits a request for planning, the eligible project that has the highest local priority will be assessed in order to ensure that each LEA that makes a request for planning approval receives consideration for at least one project.

- d. The prioritized list that results from Step (3) will be continually revised until early April to incorporate new project information received during the CIP process as well as new estimates of total project funding.
2. Quantifiable Planning Criteria (each factor has a range of 1 to 5 (low to high))
- a. State Educational Priority. Reflects scope of the project in terms of minor or major impact on educational programs and numbers of students, and whether the project addresses State educational mandates or initiatives, such as full day kindergarten, pre-kindergarten for economically disadvantaged children, or high school science.
  - b. Enrollment Priority. This factor measures the degree of overcrowding at a proposed school and its adjacent schools.
    - (1) For a renovation or addition project, the projected enrollment of the school for the seventh school year following the year of submission is divided by the current State Rated Capacity (SRC) to arrive at a decimal figure.
    - (2) For new schools, the aggregate projected enrollment of the adjacent schools for the seventh school year as shown in Form 102.2 is divided by their respective SRCs.
    - (3) The highest points go to the 20% of projects that have the greatest impacts, with lower point values awarded similarly by quintiles.
  - c. State Planning Goals. Reflects the impact that the proposed project will have on statewide planning goals to foster communities and mitigate sprawl. The possible points are awarded for school location as follows:
    - 5 points: Community location (within Designated Neighborhoods or within corporate limits).
    - 4 points: Certified Priority Funding Area adjacent to residential development.
    - 3 points: Certified Priority Funding Area not adjacent to residential development.
    - 2 points: County Growth Area with water and sewer planned.
    - 1 point: Rural Area
  - d. Average Age of Building Area - This factor gives priority to older buildings. In order to determine the average age of the square footage for each building, the date of each addition and renovation is listed with its respective square footage. To determine the average of square footage:
    - (1) The proportion of area built or renovated in each year, based on the total square footage, is calculated.
    - (2) The age of each area of the building is multiplied by the proportion of total area it represents; the sum of these calculations is the average age of the building.
  - e. Special Populations - Beyond a certain threshold for each category of student, this factor reflects the percentage of students at the school who are receiving special education services outside the regular classroom, are eligible for free and reduced price meals (FRPM), and/or are English

language learners reported as Limited English Proficient (LEP). The respective thresholds are:

- (1) Greater than 10% of students receive special education services outside of the regular classroom more than 60% of the time;
- (2) Greater than 40% of students receive FRPM; and/or
- (3) Greater than 10% of students are LEP.

f. Other factors determined by the IAC, e.g.:

- (1) For certain fiscal years, one additional point is added for a BRAC-related project if the project also received a minimum of three points in the State Planning Goals category (Item c. above). See 102.6.E.4.c for definition of BRAC-related.
- (2) One additional point for capacity projects that remove adequate public facility ordinance closure of housing in designated growth areas.

### 3. Planning Factors That Entail Judgment.

- a. LEA's Backlog of Previously Approved Projects. If an LEA has a large backlog of projects to which the State has committed funds, additional projects will generally not be added to the list. If, however, the LEA is able to carry projects in the backlog to construction without immediate reimbursement from the State, planning approval for pressing new projects may be considered. Planning approval may also be considered to ensure that all LEAs that need them have future projects at some stage of development.
- b. Local Capacity to Proceed with the Project. Some LEAs and local governments may have the capacity to proceed with the design of a project even if they do not receive State planning approval; others may require the commitment of funding implicit in State planning approval before they will proceed.
- c. Total Cost of the Project, and When State Funds Will Be Required. A very large project, although it has a high priority, may block several other projects of lower priority; in this case, the State may, in consultation with the LEA, consider by passing the higher priority project. On the other hand, it may be that the costly project will extend over several years, and the impact on State funds will be relatively small in any one funding year.
- d. Eligibility for State Reimbursement Using Bond Proceeds. For a locally funded project that is submitted for both planning and funding approval, if a project schedule indicates that delayed approval will require the use of State Pay-go funds rather than bond proceeds for reimbursement, the project may receive higher consideration. However, a locally funded project that has been completed and is only eligible for reimbursement with State Pay-go funds will generally receive lower consideration, based on an assessment of Pay-go fund availability.

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- e. Impact on Local Growth Outside of Priority Funding Areas. A capacity project in a county designated growth area that is currently closed because of a local Adequate Public Facility Ordinance restriction may receive higher consideration.
- f. Other. Other factors will be considered that may be specific to a school system or to a particular school project. These may include the impact that the proposed school project will have on the fiscal viability of the school district; the effect of the project on significant student behavior and/or achievement issues; the requirements of rural schools; and schools where a safety issue is present.



**APPENDIX D**

**FREDERICK COUNTY CAPITAL IMPROVEMENT PROGRAM POLICIES**



## CAPITAL IMPROVEMENTS PROGRAM POLICIES

The Capital Improvement Program (CIP) is a schedule of public improvement projects planned by County Government to occur over a six-year period and includes project descriptions, estimated costs and sources of funding. The Capital Budget is the first year of the CIP and includes those projects for which funds have been appropriated. The following CIP policies are intended to guide funding decisions during the CIP review process:

1. The County will prepare and adopt a six-year Capital Improvements Program (CIP), update it annually, and make all capital improvements in accordance with the Capital Budget.
2. The County will attempt to budget as pay-go for capital improvements an amount equal to 7% of General Fund operating revenues. General Fund pay-go, impact fee pay-go, dedicated recordation taxes and building excise taxes will be considered in total in reaching this goal. Other capital funding will be through general obligation bonds, state and federal grants, enterprise fund resources and other sources.
3. The County will perform an annual review and update of the peer group numbers that will be incorporated into the review of the Debt Affordability standards.
4. The County will annually review and adopt Debt Affordability standards based on the original Debt Affordability Study developed in 1991. The standards shall be updated by the Budget Office annually and submitted to the County Executive for review.
5. A capital project in the CIP shall have the following characteristics:
  - a. The project will add to the government ' s public infrastructure.  
OR  
The project will result in a major repair of a fixed asset that significantly adds to or preserves the life of the original asset.  
OR  
The project will establish or enhance internal computer/program systems. This excludes routine expenses such as maintenance, license renewals, etc.
  - b. The project will have an individual project cost totaling \$100,000 or more. Projects of less than \$100,000 will only be permitted when required for State or Federal funding; and multiple projects in a single category, totaling \$100,000 or more, will also be considered if they meet all other characteristics.
  - c. Acquisition of land for future projects (land banking) will be eligible when it has been identified as a need in the six-year CIP, in the County Comprehensive Plan, or when it can be shown as necessary and based on recent growth trends or County policy decisions.



- d. Municipal projects will be considered if the project is not exclusively for municipal residents or if the project is a cooperative effort by municipal, county and/or state agencies.
6. Eligible capital costs will include Land Acquisition, Site Improvements, Planning, Design, Construction, Inspection/Overhead, IIT Equipment/Infrastructure, Equipment (including some start-up costs), and Project Management.
7. All capital costs listed in the CIP will be in current dollars and updated annually when submitted for inclusion in the CIP. Any change in project costs from the previously approved CIP must be justified in writing and include a new project summary form along with the reasons for the change in the project cost.
8. Construction of a project must be forecast within two years of completion of design work before funding for design will be approved, unless the nature of the project warrants otherwise. Some examples are large purchases of land easements, state concurrence on project documents, etc.
9. A project's construction bid process must be anticipated to start in the upcoming fiscal year in order for it to be funded in the Capital Budget.
10. When construction funds are approved and construction is not undertaken within two years, the project will be evaluated for possible dis-appropriation in the Capital Budget and re-appropriation in the revised construction year. Under §512 of the County Charter, a capital project is considered abandoned if 3 fiscal years elapse and the appropriation has not been expended or encumbered.
11. All capital projects will be reviewed and approved in accordance with Annotated Code of Maryland Land Use Article § 3-205 regarding consistency with County Plans. The Planning Commission will vote on the consistency after the County Executive Draft CIP is developed.
12. The following criteria will be used by the Capital Improvement Program Committee to evaluate the merits of each requested capital project:
  - a. The project fosters the "Community Concept" of the County Comprehensive Plan by directing capital investments to designated growth areas.
  - b. The project implements a component of an approved facility or master plan.
  - c. The project is consistent with and timed with other capital projects.
  - d. The project does not duplicate service areas of other public facilities or services.
  - e. The project will be implemented in a timely manner.

- f. The project reduces the cost of operations or energy consumption whenever possible.
  - g. The project provides for the health, safety, and welfare of the community.
13. Projects scheduled in previously approved CIP's should be considered when establishing priorities for future CIP programs.
  14. It shall be the goal of each six-year CIP to provide sufficient funding to achieve a County-wide school capacity equal to 90% of the state-rated school capacity based on six-year projected enrollments system-wide.
  15. The County will attempt to utilize funds collected through the school construction fee option (§ 1-20-62 of the Frederick County Code) for school improvements within the feeder pattern where the fee was collected.
  16. The Division of Utilities and Solid Waste Management will be responsible for water, sewer and solid waste project execution. The Interagency Information Technologies Division will be responsible for the project execution of projects of a technology nature. The Division of Public Works will be responsible for project execution of all approved County capital projects except those listed above, those of the Frederick County Public Schools, Frederick Community College, municipalities, and those otherwise designated.
  17. Following completion of a project, any and all remaining surplus of County capital funds will revert to an unallocated account until reallocated through the Annual Budget process or through an amendment to the Capital Budget as provided in §513 of the County Charter.
  18. The County will attempt to match timing of bond issues with construction needs. Use of General Fund surplus to forward fund projects will be minimized to the extent possible. The feasibility of establishing lines-of-credit and other short-term borrowings will be investigated to control cash flow requirements in accordance with existing policies, procedures and legislation.
  19. Any new capital project proposed outside of the annual CIP process may only be considered as an amendment to the capital budget, must comply with §513 of the County Charter, and must adhere to the characteristics of a capital project as stated in policy #5 and #6.



**FISCAL YEAR 2017 - 2022  
CAPITAL IMPROVEMENTS PROGRAM CALENDAR  
FREDERICK COUNTY**

<u>DATE</u>	<u>ACTION</u>
September 9, 2015	CIP instructions released to County Departments, Agencies, and Municipalities.
October 9, 2015	Departments/Agencies - Part 1: CIP update submission & associated operating costs due to Budget Office.
October 23, 2015	Departments/Agencies - Part 2: CIP request submission due to Budget Office.
<b>Tentative: December 16, 2015</b>	<b>County Executive's Public Hearing – Winchester Hall 1<sup>st</sup> Fl Hearing Rm Receive proposals for inclusion in the FY 2017-2022 CIP and FY 2017 Capital Budget.</b>
January 2016	Committee work sessions with agencies and departments.
March 2016	<b>County Executive's Public Hearing – Receive comments on the FY 2017- 2022 CIP and FY 2017 Capital Budget requests.</b>
April 2016	Planning Commission Review
April 2016	<b>County Executive presents proposed CIP to County Council <u>no later than April 15.</u></b>
April 2016*	<b>County Council's Public Hearing on the proposed FY 2017-2022 CIP and FY 2017 Capital Budget</b>
May 2016*	County Council - Finalize CIP and Capital Budget.
May 2016*	<b>County Council Adopts FY 2017-2022 CIP and FY 2017 Capital Budget <u>no later than May 25.</u></b>

\* Please refer to the County Council Agenda/Calendar for more information on the times and dates

**APPENDIX E**

**FREDERICK COUNTY APPROVED  
FY 2016-2021 CAPITAL IMPROVEMENT PROGRAM -  
BOARD OF EDUCATION PROJECTS**



**FY2016-2021 CAPITAL IMPROVEMENT PROGRAM  
ADOPTED**

**BOARD OF EDUCATION**

PROJECT	6-Year	Total Project	Prior Budget	2016	2017	2018	2019	2020	2021	Costs After
<b>New/Modernizations</b>										
Waverley ES: Addition	13,083,638	13,083,638	0	0	0	0	1,260,000	0	11,823,638	0
Sugarloaf ES: New	33,117,395	35,771,239	2,653,844	0	31,217,395	1,900,000	0	0	0	0
Frederick HS: Replacement	88,087,014	100,456,764	12,369,750	81,587,014	6,500,000	0	0	0	0	0
Urbana ES: Replacement	37,799,735	37,846,435	46,700	0	3,983,500	31,916,235	1,900,000	0	0	0
Butterfly Ridge ES: New	34,717,082	37,304,620	2,587,538	0	32,817,082	1,900,000	0	0	0	0
Middletown MS: Renovation	4,561,500	40,472,544	0	0	200,000	0	0	4,361,500	35,911,044	0
Liberty ES: Modernization	3,064,500	23,446,539	0	0	200,000	0	2,864,500	0	20,382,039	0
East County area ES: New	2,659,064	34,943,189	0	0	0	0	0	0	2,659,064	32,284,125
Rock Creek School: Renovation	22,348,383	22,488,383	140,000	0	0	2,046,000	0	20,302,383	0	0
<b>Total: New/Modernizations</b>	<b>239,438,311</b>	<b>345,813,351</b>	<b>17,797,832</b>	<b>81,587,014</b>	<b>37,717,395</b>	<b>39,100,582</b>	<b>37,122,235</b>	<b>4,764,500</b>	<b>39,146,585</b>	<b>88,577,208</b>
<b>Systemic</b>										
Systemics - Generic	24,365,493	24,365,493	0	3,952,493	4,413,000	4,000,000	4,000,000	4,000,000	4,000,000	0
Liberty ES: Chiller	(169,493)	2,507	172,000	(169,493)	0	0	0	0	0	0
Catoctin HS: Geothermal Conversion	(149,619)	381	150,000	(149,619)	0	0	0	0	0	0
Lincoln ES "A": Code Compliance Upgrade	(500,000)	0	500,000	(500,000)	0	0	0	0	0	0
Liberty ES: Window/Door Replacement	(205,000)	179,000	384,000	(205,000)	0	0	0	0	0	0
Portable Classrooms	2,800,000	2,800,000	0	300,000	500,000	500,000	500,000	500,000	500,000	0
<b>Total: Systemic</b>	<b>26,141,381</b>	<b>27,347,381</b>	<b>1,206,000</b>	<b>3,228,381</b>	<b>4,913,000</b>	<b>4,500,000</b>	<b>4,500,000</b>	<b>4,500,000</b>	<b>4,500,000</b>	<b>0</b>
<b>Total: Board of Education</b>	<b>265,579,692</b>	<b>373,160,732</b>	<b>19,003,832</b>	<b>84,815,395</b>	<b>42,630,395</b>	<b>43,600,582</b>	<b>41,622,235</b>	<b>9,264,500</b>	<b>43,646,585</b>	<b>88,577,208</b>

FUNDING	6-Year	Total Project	Prior Budget	2016	2017	2018	2019	2020	2021	Costs After
<b>General Fund</b>										
General Fund	10,516,756	16,053,302	746,700	1,824,684	2,480,000	1,426,351	671,000	500,000	3,614,721	4,789,846
General Fund Bonds & Capital Lease	138,262,936	229,143,176	13,492,878	57,490,711	8,150,395	22,674,231	27,051,235	(5,135,500)	28,031,864	77,387,362
Recordation Tax & Bonds	9,400,000	13,735,852	4,335,852	5,500,000	2,000,000	0	0	1,900,000	0	0
Impact Fee & Bonds	16,400,000	22,817,652	17,652	0	10,500,000	4,000,000	1,900,000	0	0	6,400,000
School Mitigation Fee	3,500,000	3,500,000	0	0	3,500,000	0	0	0	0	0
Grants	87,500,000	87,910,750	410,750	20,000,000	16,000,000	15,500,000	12,000,000	12,000,000	12,000,000	0
<b>Total Funding Source</b>	<b>265,579,692</b>	<b>373,160,732</b>	<b>19,003,832</b>	<b>84,815,395</b>	<b>42,630,395</b>	<b>43,600,582</b>	<b>41,622,235</b>	<b>9,264,500</b>	<b>43,646,585</b>	<b>88,577,208</b>





**APPENDIX F**  
**FACILITIES SERVICES DIVISION**  
**SYSTEMIC RENOVATIONS PROCEDURE**





FREDERICK COUNTY PUBLIC SCHOOLS  
FACILITIES SERVICES DIVISION

PROCEDURE #62

Systemic Renovations - Annual Update Procedure

DATE: April 1, 2011

Revised Feb 20, 2015

F

1) SUBJECT:

- a) The purpose of this procedure is to define the annual process used to classify, prioritize and estimate costs for systemic renovations as part of the annual Educational Facilities Master Plan (EFMP) and Capital Improvements Program (CIP) update.
- b) Systemic renovations are capital projects generally defined as renovations or replacements of a specific building system in a school facility which extends the useful life of a facility for a minimum of 15 years
- c) This process is coordinated annually by the Supervisor of Facilities Planning with the assistance of a Project Coordination Team and the staff of the Construction Management Department and the Maintenance and Operations Department.

2) PROCEDURE:

- a) In conjunction with the annual update of the EFMP and CIP, systemic renovations meeting the definition of a capital project must comply with the policies of the Frederick County Government and, when appropriate, the State Public School Construction Program (PSCP).
- b) In general, individual systemic renovations must have a total project budget of at least \$100,000 if only local County funds are used, or, \$200,000 if State funds are used in whole or part. Exceptions may be made for projects funded through special programs such as the Aging School Program or other programs as approved by the PSCP.
- c) The projects are selected by the systemic renovation Project Coordination Team. The project coordination team will include:
  - i) Chief Operating Officer
  - ii) The Supervisor of Facilities Planning
  - iii) The Facilities Planner
  - iv) The Director of Maintenance and Operations
  - v) The Director of Construction Management
  - vi) The Manager of Building Maintenance
  - vii) The Manager of Projects and Grounds

FREDERICK COUNTY PUBLIC SCHOOLS  
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PROCEDURE #62

Systemic Renovations - Annual Update Procedure

DATE: April 1, 2011

Revised Feb 20, 2015

- d) The Project Coordination Team will provide their recommendations to the FCPS Chief Operating Officer and Superintendent. Following review by the Superintendent, the projects will be incorporated into the annual update of the Superintendent's Recommended EFMP and the 6 year CIP.

3) ANNUAL SCHEDULE

- a) January-February: The Supervisor of Facilities Planning will distribute the most recently updated FCPS Capital Systemic Needs list to the Project Coordination Team. The Capital Systemic Needs list is a comprehensive system wide list of all projects that may be eligible for funding over the next 6 years based on condition, instructional need, building operations improvement, or life cycle age
- i) The Director of Maintenance and Operations will review the Systemic Renovations Needs List and, using the CMMS software (School Dude) and other available resources, update the list with changes as needed. The list will include input from the Maintenance and Operations Department field and central office staff.
  - ii) The Director of Construction Management will review the Systemic Renovation Needs List and identify projects that have been completed or are scheduled to be completed, and make updates to the list as needed.
  - iii) This list will be sorted by school. Each project will be classified in one of the categories found in section D of this procedure.
- b) March-May: The Supervisor of Facilities Planning will convene the Project Coordination Team to review the Capital Systemic Needs list and prepare preliminary 6 year CIP systemic renovation list. The prior year's CIP, as approved by the Board of Education, will serve as the starting point for the annual update.
- i) The Supervisor of Facilities Planning will be responsible for providing estimates for total annual funding targets for capital systemic renovations
  - ii) Once projects have been selected for the preliminary CIP list, The Director of Construction Management will assign key staff responsibility for evaluating capital project scopes, priorities and budgets. Maintenance and Operations

FREDERICK COUNTY PUBLIC SCHOOLS  
FACILITIES SERVICES DIVISION

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staff may also be assigned a capital project by the CoOrdination Committee when special circumstances exist.

- iii) The Director of Construction Management will be responsible for maintaining records on the current status for all capital systemic projects that have been allocated design or construction funding.
  - iv) Preliminary cost estimates will be provided by the key Construction Management staff assigned to prepare project scopes and budgets using past costs of similar projects or other industry estimating publications. More detailed research and evaluation of specific projects proposed for the preliminary 6 year CIP will be completed as necessary by the assigned staff
  - v) The Supervisor of Facilities Planning will be responsible for determining if projects are generally consistent with County CIP funding policies or State regulations or procedures.
  - vi) The updated Capital Systemic Renovation Needs list will be included in the Superintendents Recommended EFMP compiled each year.
- c) June-July: Final systemic renovation priorities will be prepared for all projects in the CIP.
- i) A final recommended systemic renovation list for the 6 year CIP will be approved by the Project Coordination Team. Final cost estimates and project scope descriptions, including the breakdown of county/state funding allocation, will be provided to Supervisor of Facilities Planning by the key staff assigned to the projects.
  - ii) The Supervisor of Facilities Planning will be responsible for reviewing project requests for conformance with State and County policies regarding eligibility, information required, and procedures for funding. In this effort the Supervisor of Facilities Planning will coordinate with State and County staff as needed.
- d) The Supervisor of Facilities Planning will coordinate with the Superintendant and Board of Education to schedule presentations and final approval of systemic renovation priorities, EFMP and 6 Year CIP.

FREDERICK COUNTY PUBLIC SCHOOLS  
FACILITIES SERVICES DIVISION

PROCEDURE #62

Systemic Renovations - Annual Update Procedure

DATE: April 1, 2011

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- e) The Supervisor of Facility Planning will coordinate submittal of required State and County Capital Improvement Program funding requests. The Construction Management Department and Operations and Maintenance Department will assist as needed in this effort.
- f) Funding applications will be submitted in October of each year to the PSCP and County in order to be eligible for the funding in the following fiscal year.

4) SYSTEMIC RENOVATION PROJECT CATEGORIES

- a) All capital systemic renovation projects will be classified on one of the categories listed below.
  - i) Critical System Repairs - Completion of the project is needed in the near term to address a critical a building system which, unless repaired or replaced, would result in significant damage to the buildings, requiring the school to close and significantly disrupt school operations or could present safety concerns for students and staff.
  - ii) Modifications , Renovations or Repairs Needed for Instructional Program - Completion of the project is necessary to support the system's instructional program due to a change in curriculum, outdated instructional equipment or support systems, instructional facilities that have exceeded their useful life, respond to mandated state requirements, or are needed to improve the classroom environment for students and staff.
  - iii) General Operational Improvement - Completion of the project is needed to improve the general operation of the school and address such issues as improvement to traffic flow, student safety, building security, floor and window systems, improvements to energy efficiency, compliance with environmental or other regulations, or whose completion results in a less costly and more reliable system.
  - iv) Life Cycle Program Replacement - Completion of this project is necessary because equipment/system is approaching or exceeded the end of its useful life as defined by industry or local standards but has not experienced significant need for repairs. Scheduling of a project in this category would be part of

FREDERICK COUNTY PUBLIC SCHOOLS  
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PROCEDURE #62  
Systemic Renovations - Annual Update Procedure  
DATE: April 1, 2011  
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ongoing program that proactively identifies projects which will be needed to maintain building systems in the future.

CIP SYSTEMIC PROJECT SELECTION CRITERIA

The Construction Management Department will maintain lists of key systemic renovation types. These lists will be updated annually and prioritized in order of repair or replacement need. These lists will serve as guidance in the project selection process.

Projects selected for inclusion in the 6 year annual CIP will have the following characteristics:

1. The project will have been approved by the Board of Education as part of the annual CIP update or by special approval separate from the CIP process.
2. The project will add to the FCPS infrastructure or result in the repair of a fixed asset that significantly adds to or preserves the life of the building or site improvements.
3. The Project will have a projected cost of \$100,000 if funded locally, or, \$200,000 if funded using State funds. Exceptions may be made for projects funded under specific state programs that allow for projects that need lower levels of funding.
4. A critical system repair, as defined in section (4) will have highest priority for funding. A critical system repair will be as defined by the Coordination Committee.
5. Projects requested in previously approved capital budgets, but not funded, should be given priority in the annual update of the CIP.
6. One of kind projects that are unique to a school or property will be evaluated on a case by case basis and funded if approved by the Board of Education.

FREDERICK COUNTY PUBLIC SCHOOLS  
FACILITIES SERVICES DIVISION

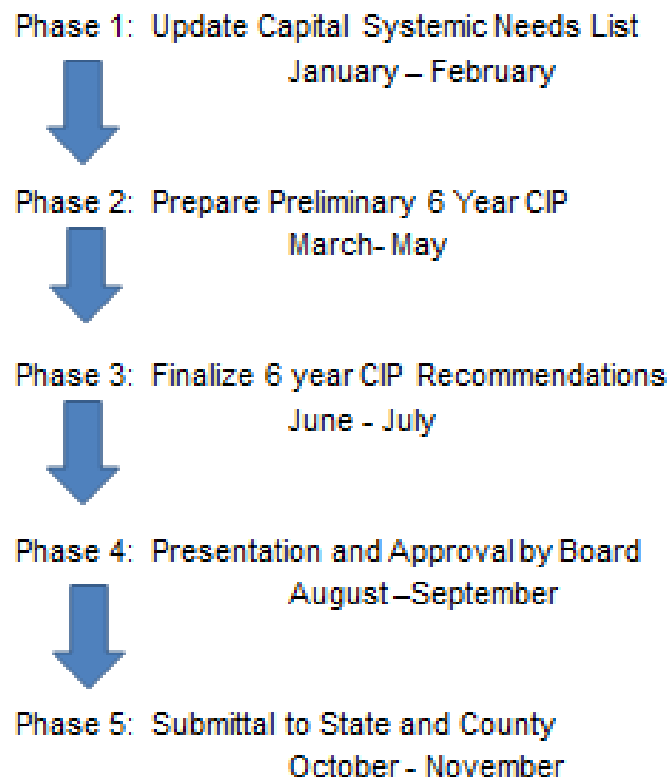
PROCEDURE #62

Systemic Renovations - Annual Update Procedure

DATE: April 1, 2011

Revised Feb 20, 2015

## Systemic Renovation Annual Review and Update Process



**APPENDIX G**  
**SYSTEMIC PROJECT NEEDS**





**FCPS CAPITAL SYSTEMIC NEEDS - 2015 EFMP**

<b>FACILITY</b>	<b>PROJECT DESCRIPTION</b>	<b>PROJECT CATEGORY</b>
7446 Hayward Road	Stormwater Management Upgrade	General Operational Improvement
Ballenger Creek ES	Flooring Replacement	Life Cycle Program Replacement
Ballenger Creek ES	HVAC Replacement	Life Cycle Program Replacement
Ballenger Creek ES	Pavement Repair	Life Cycle Program Replacement
Ballenger Creek ES	Roof Replacement - Phase 2 of 2	Life Cycle Program Replacement
Ballenger Creek ES	Roof Replacement - Phase 1 of 2	Life Cycle Program Replacement
Ballenger Creek MS	Window and Door Replacement	Life Cycle Program Replacement
Ballenger Creek MS	Pavement Repair	Life Cycle Program Replacement
Ballenger Creek MS	Roof Replacement - Phase 1 of 2	Life Cycle Program Replacement
Ballenger Creek MS	Roof Replacement - Phase 2 of 2	Life Cycle Program Replacement
Brunswick ES	HVAC Cafeteria AHU Replacement	Life Cycle Program Replacement
Brunswick ES	HVAC Replacement	Life Cycle Program Replacement
Brunswick ES	Pavement Repair	Life Cycle Program Replacement
Brunswick ES	Roof Replacement	Life Cycle Program Replacement
Brunswick HS	Tennis Court Repair	Life Cycle Program Replacement
Brunswick HS	Track Repair	Life Cycle Program Replacement
Brunswick HS	Gym Bleacher Replacement	General Operational Improvement
Brunswick HS	Window and Door Replacement	Life Cycle Program Replacement
Brunswick HS	Flooring Replacement	Life Cycle Program Replacement
Brunswick HS	HVAC Tech Ed Area AC	Modifications, Renovations, or Repairs Needed for Instructional Program
Brunswick HS	Pavement Repair	General Operational Improvement
Brunswick HS	Auditorium Renovation	Modifications, Renovations, or Repairs Needed for Instructional Program
Brunswick HS	Roof Replacement	Life Cycle Program Replacement
Brunswick MS	HVAC Boiler Replacement	Life Cycle Program Replacement
Brunswick MS	Underground Oil Tank Replacement	General Operational Improvement
Brunswick MS	Roof Replacement - Phase 2 of 2	Life Cycle Program Replacement
Career and Technology Center	Generator Replacement	General Operational Improvement
Career and Technology Center	Flooring Replacement	Life Cycle Program Replacement
Career and Technology Center	HVAC Replacement - Phase 1 of 2	Critical System Repairs
Career and Technology Center	HVAC Replacement - Phase 2 of 2	Life Cycle Program Replacement
Career and Technology Center	Pavement Repair	Life Cycle Program Replacement
Carroll Manor ES	Flooring Replacement	Life Cycle Program Replacement
Carroll Manor ES	HVAC Replacement	Critical System Repairs
Carroll Manor ES	HVAC Chiller Replacement	Critical System Repairs
Carroll Manor ES	Underground Oil Tank Replacement	General Operational Improvement
Carroll Manor ES	Sewage Ejection Pit Replacement	Critical System Repairs
Carroll Manor ES	Roof Replacement	Life Cycle Program Replacement
Catoctin HS	Track Repair	Life Cycle Program Replacement
Catoctin HS	Stadium Bleacher Replacement	Modifications, Renovations, or Repairs Needed for Instructional Program
Catoctin HS	Flooring Replacement	Life Cycle Program Replacement
Catoctin HS	HVAC Replacement - Phase 1 of 2	Critical System Repairs
Catoctin HS	HVAC Replacement - Phase 2 of 2	Critical System Repairs
Catoctin HS	Auditorium Renovation	Modifications, Renovations, or Repairs Needed for Instructional Program
Catoctin HS	Parking Lot Light Replacement	General Operational Improvement
Catoctin HS	Pavement Repair	Life Cycle Program Replacement
Catoctin HS	Auditorium Renovation	Modifications, Renovations, or Repairs Needed for Instructional Program
Catoctin HS	Roof Replacement	Life Cycle Program Replacement
Crestwood MS	Flooring Replacement	Life Cycle Program Replacement
Deer Crossing ES	Flooring Replacement	Life Cycle Program Replacement
Deer Crossing ES	HVAC Chiller Replacement	Life Cycle Program Replacement
Deer Crossing ES	HVAC Replacement	Life Cycle Program Replacement
Deer Crossing ES	Pavement Repair	Life Cycle Program Replacement



FACILITY	PROJECT DESCRIPTION	PROJECT CATEGORY
Emmitsburg ES	Window and Door Replacement	Life Cycle Program Replacement
Emmitsburg ES	Parking Lot Light Replacement	General Operational Improvement
Emmitsburg ES	Flooring Replacement	Life Cycle Program Replacement
Emmitsburg ES	HVAC Replacement	Critical System Repairs
Emmitsburg ES	Pavement Repair	Life Cycle Program Replacement
Emmitsburg ES	Playground Equipment Replacement	Life Cycle Program Replacement
Emmitsburg ES	Roof Replacement	Life Cycle Program Replacement
Glade ES	Flooring Replacement	Life Cycle Program Replacement
Glade ES	Pavement Repair	Life Cycle Program Replacement
Glade ES	Roof Replacement	Life Cycle Program Replacement
Governor Thomas Johnson HS	Track Repair	Life Cycle Program Replacement
Governor Thomas Johnson HS	Tennis Court Repair	Life Cycle Program Replacement
Governor Thomas Johnson HS	Stadium Bleacher Replacement	General Operational Improvement
Governor Thomas Johnson HS	Underground Oil Tank Replacement	General Operational Improvement
Governor Thomas Johnson HS	Auditorium Renovation	Modifications, Renovations, or Repairs Needed for Instructional Program
Governor Thomas Johnson HS	Roof Replacement	Life Cycle Program Replacement
Governor Thomas Johnson MS	Flooring Replacement	Life Cycle Program Replacement
Governor Thomas Johnson MS	HVAC Boiler Replacement	Critical System Repairs
Governor Thomas Johnson MS	HVAC Chiller Replacement	Critical System Repairs
Green Valley ES	Generator Installation	General Operational Improvement
Green Valley ES	Flooring Replacement	Life Cycle Program Replacement
Green Valley ES	HVAC Chiller Replacement	Critical System Repairs
Green Valley ES	HVAC Replacement	Life Cycle Program Replacement
Green Valley ES	Domestic Water Storage Tank Replacement	Life Cycle Program Replacement
Green Valley ES	Public Water and Sewer Connection	General Operational Improvement
Heather Ridge	Generator Replacement	Life Cycle Program Replacement
Heather Ridge	HVAC Admin Area RTU Replacement	Critical System Repairs
Heather Ridge	Pavement Repair	Life Cycle Program Replacement
Heather Ridge	Roof Replacement	Life Cycle Program Replacement
Hillcrest ES	Window and Door Replacement	General Operational Improvement
Hillcrest ES	Generator Replacement	General Operational Improvement
Hillcrest ES	Flooring Replacement	Life Cycle Program Replacement
Hillcrest ES	Pavement Repair	Life Cycle Program Replacement
Hillcrest ES	Roof Replacement - Phase 1 of 2	Life Cycle Program Replacement
Hillcrest ES	Roof Replacement - Phase 2 of 2	Life Cycle Program Replacement
Kemptown ES	Flooring Replacement	Life Cycle Program Replacement
Kemptown ES	HVAC Replacement	General Operational Improvement
Kemptown ES	HVAC Boiler Replacement	Life Cycle Program Replacement
Kemptown ES	Pavement Repair	Life Cycle Program Replacement
Kemptown ES	Domestic Water Storage Tank Replacement	Life Cycle Program Replacement
Kemptown ES	Roof Replacement	Life Cycle Program Replacement
Lewistown ES	Window and Door Replacement	Life Cycle Program Replacement
Lewistown ES	Flooring Replacement	Life Cycle Program Replacement
Lewistown ES	HVAC Boiler Replacement	Life Cycle Program Replacement
Lewistown ES	Roof Replacement	Life Cycle Program Replacement
Liberty ES	Flooring Replacement	Life Cycle Program Replacement
Liberty ES	HVAC Boiler Replacement and Oil Tank Installation	Critical System Repairs
Liberty ES	HVAC Replacement	Life Cycle Program Replacement
Liberty ES	Pavement Repair	Life Cycle Program Replacement
Liberty ES	Playground Equipment Replacement	Modifications, Renovations, or Repairs Needed for Instructional Program
Liberty ES	Domestic Water Storage Tank Replacement	Life Cycle Program Replacement
Lincoln ES "A"	Roof Replacement	Critical System Repairs
Middletown Campus	Campus Roadway Improvements - Design	General Operational Improvement
Middletown Campus	Campus Roadway Improvements - Phase 1	General Operational Improvement
Middletown Campus	Campus Roadway Improvements - Phase 2	General Operational Improvement
Middletown ES	Window and Door Replacement	Life Cycle Program Replacement
Middletown ES	Flooring Replacement	Life Cycle Program Replacement
Middletown ES	HVAC Replacement and Gymnasium AC	Life Cycle Program Replacement

FACILITY	PROJECT DESCRIPTION	PROJECT CATEGORY
Middletown ES	Roof Replacement	Life Cycle Program Replacement Modifications, Renovations, or Repairs Needed
Middletown HS	Track Repair	for Instructional Program Modifications, Renovations, or Repairs Needed
Middletown HS	Swimming Pool Renovation	for Instructional Program Modifications, Renovations, or Repairs Needed
Middletown HS	Stadium Bleacher Replacement	for Instructional Program
Middletown HS	Tennis Court Repair	Life Cycle Program Replacement
Middletown HS	Window and Door Replacement	Life Cycle Program Replacement
Middletown HS	Flooring Replacement	Life Cycle Program Replacement
Middletown HS	HVAC Replacement	Life Cycle Program Replacement
Middletown HS	HVAC Replacement	Life Cycle Program Replacement
Middletown HS	HVAC Chiller and Cooling Tower Replacement	Life Cycle Program Replacement Modifications, Renovations, or Repairs Needed
Middletown HS	Auditorium Renovation	for Instructional Program
Middletown HS	Roof Replacement - Phase 1 of 4	Critical System Repairs
Middletown HS	Roof Replacement - Phase 2 of 4	Critical System Repairs
Middletown HS	Roof Replacement - Phase 3 of 4	Critical System Repairs
Middletown HS	Roof Replacement - Phase 4 of 4	Critical System Repairs
Middletown MS	Flooring Replacement	Life Cycle Program Replacement
Middletown MS	HVAC Cooling Tower Replacement	Critical System Repairs
Middletown MS	HVAC Replacement	Life Cycle Program Replacement
Middletown MS	HVAC Cafeteria AHU Replacement	Life Cycle Program Replacement
Middletown MS	Roof Replacement	Life Cycle Program Replacement
Middletown Primary	Flooring Replacement	Life Cycle Program Replacement
Monocacy ES	Window and Door Replacement	Life Cycle Program Replacement
Monocacy ES	Flooring Replacement	Life Cycle Program Replacement
Monocacy ES	HVAC Boiler Replacement	Life Cycle Program Replacement
Monocacy ES	HVAC Replacement	Life Cycle Program Replacement
Monocacy ES	Parking Lot Light Replacement	General Operational Improvement
Monocacy ES	Pavement Repair	Life Cycle Program Replacement
Monocacy ES	Parking Lot Expansion	General Operational Improvement Modifications, Renovations, or Repairs Needed
Monocacy ES	Playground Equipment Replacement	for Instructional Program
Monocacy ES	Roof Replacement - Phase 1 of 2	Life Cycle Program Replacement
Monocacy ES	Roof Replacement - Phase 2 of 2	Life Cycle Program Replacement
Monocacy MS	Generator Replacement	General Operational Improvement
Monocacy MS	Flooring Replacement	Life Cycle Program Replacement
Monocacy MS	HVAC Replacement	Life Cycle Program Replacement
Monocacy MS	Pavement Repair	Life Cycle Program Replacement
Monocacy MS	Roof Replacement	Life Cycle Program Replacement
Myersville ES	Flooring Replacement	Life Cycle Program Replacement
Myersville ES	HVAC and Window/Door Replacement - Phase 2	Critical System Repairs
Myersville ES	HVAC Chiller Replacement	Life Cycle Program Replacement
Myersville ES	Underground Oil Tank Replacement	General Operational Improvement
Myersville ES	Pavement Repair	Life Cycle Program Replacement Modifications, Renovations, or Repairs Needed
Myersville ES	Playground Equipment Replacement	for Instructional Program
Myersville ES	Roof Replacement	Life Cycle Program Replacement
New Market ES	HVAC Replacement	Life Cycle Program Replacement
New Market ES	HVAC Pipe Replacement	General Operational Improvement
New Market ES	HVAC Boiler Replacement	Life Cycle Program Replacement
New Market MS	Flooring Replacement	Life Cycle Program Replacement
New Market MS	HVAC Boiler and Underground Oil Tank Replacem	Critical System Repairs
New Market MS	HVAC Replacement	Life Cycle Program Replacement
New Market MS	Abandon Underground Utility Vault	General Operational Improvement
New Midway ES	Window and Door Replacement	Life Cycle Program Replacement
New Midway ES	Flooring Replacement	Life Cycle Program Replacement
New Midway ES	HVAC Boiler Replacement	Critical System Repairs
New Midway ES	HVAC Admin Area AC Replacement	Critical System Repairs



FACILITY	PROJECT DESCRIPTION	PROJECT CATEGORY
New Midway ES	HVAC Replacement	Life Cycle Program Replacement
Oakdale ES	Flooring Replacement	Life Cycle Program Replacement
Oakdale ES	HVAC Chiller Replacement	Life Cycle Program Replacement
Oakdale MS	Flooring Replacement	Life Cycle Program Replacement
Orchard Grove ES	Flooring Replacement	Critical System Repairs
Orchard Grove ES	HVAC Chiller Replacement	Life Cycle Program Replacement
Orchard Grove ES	HVAC Replacement	Life Cycle Program Replacement
Orchard Grove ES	Pavement Repair	Life Cycle Program Replacement
Orchard Grove ES	Roof Replacement	Life Cycle Program Replacement
Parkway ES	Flooring Replacement	Life Cycle Program Replacement
Parkway ES	HVAC Replacement	Critical System Repairs
Parkway ES	HVAC Gym AC Replacement	Life Cycle Program Replacement
Parkway ES	Pavement Repair	Life Cycle Program Replacement
Portable Classrooms	HVAC Replacement	General Operational Improvement
Rock Creek	Window and Door Replacement	Life Cycle Program Replacement
Rock Creek	Generator Installation	General Operational Improvement
Rock Creek	HVAC Replacement and Boiler Replacement	Critical System Repairs
Rock Creek	HVAC Replacement	Critical System Repairs
Rock Creek	HVAC Chiller Replacement	Life Cycle Program Replacement
Rock Creek	Pavement Repair	General Operational Improvement
Rock Creek	Roof Replacement	Life Cycle Program Replacement
Sabillasville ES	Window and Door Replacement	Life Cycle Program Replacement
Sabillasville ES	Flooring Replacement	Life Cycle Program Replacement
Sabillasville ES	Underground Oil Tank Replacement	General Operational Improvement
Spring Ridge ES	Generator Replacement	Life Cycle Program Replacement
Spring Ridge ES	Flooring Replacement	Life Cycle Program Replacement
Spring Ridge ES	Pavement Repair	Life Cycle Program Replacement
Spring Ridge ES	Roof Replacement	Life Cycle Program Replacement
Staff Development Ctr	HVAC Boiler Replacement	Critical System Repairs
Thurmont ES	Window and Door Replacement	Life Cycle Program Replacement
Thurmont ES	Flooring Replacement	Life Cycle Program Replacement
Thurmont ES	HVAC Boiler Replacement	Life Cycle Program Replacement
Thurmont ES	Parking Lot Light Replacement	General Operational Improvement
Thurmont ES	Playground Equipment Replacement	Life Cycle Program Replacement
Thurmont ES	Roof Replacement	Life Cycle Program Replacement
Thurmont MS	Flooring Replacement	Life Cycle Program Replacement
Thurmont MS	HVAC Ductwork Replacement	Critical System Repairs
Thurmont MS	HVAC Replacement	Life Cycle Program Replacement
Thurmont MS	HVAC Boiler Replacement	Life Cycle Program Replacement
Thurmont MS	Roof Replacement	Life Cycle Program Replacement
Thurmont Primary	Flooring Replacement	Life Cycle Program Replacement
Tuscarora ES	Flooring Replacement	Life Cycle Program Replacement
Tuscarora HS	Tennis Court Repair	Life Cycle Program Replacement
Tuscarora HS	Track Repair	Life Cycle Program Replacement
Tuscarora HS	Flooring Replacement	Life Cycle Program Replacement
Twin Ridge ES	Flooring Replacement	Life Cycle Program Replacement
Twin Ridge ES	HVAC Chiller Replacement	Critical System Repairs
Twin Ridge ES	HVAC Replacement	Life Cycle Program Replacement
Twin Ridge ES	Underground Oil Tank Removal	General Operational Improvement
Twin Ridge ES	Pavement Repair	Life Cycle Program Replacement
Twin Ridge ES	Playground Equipment Replacement	Life Cycle Program Replacement
Urbana ES	Flooring Replacement	Life Cycle Program Replacement
Urbana ES	HVAC Boiler Replacement	Critical System Repairs
Urbana ES	HVAC Replacement	Life Cycle Program Replacement
Urbana ES	Pavement Repair	Life Cycle Program Replacement
Urbana ES	Public Water and Sewer Connection	Life Cycle Program Replacement
Urbana ES	Roof Replacement	Life Cycle Program Replacement
Urbana HS	Tennis Court Repair	Life Cycle Program Replacement
Urbana HS	Flooring Replacement	Life Cycle Program Replacement
Urbana HS	HVAC Replacement	Life Cycle Program Replacement

FACILITY	PROJECT DESCRIPTION	PROJECT CATEGORY
Urbana HS	HVAC Chiller Replacement	Life Cycle Program Replacement
Urbana HS	Pavement Repair	Life Cycle Program Replacement
Urbana HS	Auditorium Renovation	General Operational Improvement
Urbana HS	Roof Replacement	Life Cycle Program Replacement
Urbana MS	Flooring Replacement	Life Cycle Program Replacement
Valley ES	Fire Alarm Replacement	General Operational Improvement
Valley ES	Flooring Replacement	Life Cycle Program Replacement
Valley ES	HVAC Replacement	Critical System Repairs
Valley ES	HVAC Pipe Replacement	Critical System Repairs
Valley ES	Public Water Connection	General Operational Improvement
Valley ES	Roof Replacement	Life Cycle Program Replacement
Walkersville ES	HVAC Replacement	Life Cycle Program Replacement
Walkersville ES	Roof Replacement - Metal Panels	General Operational Improvement
Walkersville HS	Swimming Pool Renovation	Modifications, Renovations, or Repairs Needed for Instructional Program
Walkersville HS	Tennis Court Repair	Life Cycle Program Replacement
Walkersville HS	Window and Door Replacement	Life Cycle Program Replacement
Walkersville HS	Flooring Replacement	Life Cycle Program Replacement
Walkersville HS	HVAC Replacement - Phase 1 of 2	Life Cycle Program Replacement
Walkersville HS	HVAC Replacement - Phase 2 of 2	Life Cycle Program Replacement
Walkersville HS	Pavement Repair	General Operational Improvement
Walkersville HS	Auditorium Renovation	Modifications, Renovations, or Repairs Needed for Instructional Program
Walkersville MS	Flooring Replacement	Life Cycle Program Replacement
Walkersville MS	HVAC Chiller Replacement	Life Cycle Program Replacement
Walkersville MS	HVAC Replacement	Life Cycle Program Replacement
Walkersville MS	Pavement Repair	General Operational Improvement
Walkersville MS	Roof Replacement	Life Cycle Program Replacement
Waverley ES	Flooring Replacement	Life Cycle Program Replacement
Waverley ES	HVAC Boiler Replacement	Critical System Repairs
Waverley ES	HVAC Replacement	Critical System Repairs
Waverley ES	HVAC Pipe Replacement	Critical System Repairs
Waverley ES	HVAC Chiller Replacement	Life Cycle Program Replacement
Waverley ES	Pavement Repair	General Operational Improvement
West Frederick MS	Streambank Stabilization	General Operational Improvement
Whittier ES	Flooring Replacement	Life Cycle Program Replacement
Whittier ES	HVAC Chiller Replacement	Life Cycle Program Replacement
Whittier ES	HVAC Replacement	Life Cycle Program Replacement
Windsor Knolls MS	Flooring Replacement	Life Cycle Program Replacement
Windsor Knolls MS	HVAC Chiller Replacement	General Operational Improvement
Windsor Knolls MS	HVAC Replacement	Life Cycle Program Replacement
Windsor Knolls MS	Pavement Repair	Life Cycle Program Replacement
Windsor Knolls MS	Building Envelope Repair	General Operational Improvement
Wolfsville ES	Flooring Replacement	Life Cycle Program Replacement
Wolfsville ES	HVAC Replacement	Critical System Repairs
Wolfsville ES	Playground Equipment Replacement	Modifications, Renovations, or Repairs Needed for Instructional Program
Woodsboro ES	Flooring Replacement	Life Cycle Program Replacement
Woodsboro ES	HVAC Boiler Replacement	Life Cycle Program Replacement
Woodsboro ES	Pavement Repair	Life Cycle Program Replacement
Yellow Springs ES	Window and Door Replacement	Life Cycle Program Replacement
Yellow Springs ES	Fire Alarm Replacement	General Operational Improvement
Yellow Springs ES	Flooring Replacement	Life Cycle Program Replacement
Yellow Springs ES	HVAC Replacement	Critical System Repairs
Yellow Springs ES	Playground Equipment Replacement	Modifications, Renovations, or Repairs Needed for Instructional Program
Yellow Springs ES	Roof Replacement	Life Cycle Program Replacement
33 Thomas Johnson Drive	HVAC Replacement	Life Cycle Program Replacement
7446 Hayward Road	HVAC Replacement	Life Cycle Program Replacement
7446 Hayward Road	Bus Parking Lot Expansion	General Operational Improvement



