NEW CONSTRUCTION: Financing

Design and Construction Costs

I. Purpose

To establish guidelines for determining school design and construction costs for the Baltimore County Public Schools (BCPS) capital project program.

II. Guidelines

A. Cost Estimates

1. Preliminary Estimate
   a. The Department of Facilities Management (DFM) shall coordinate the establishment of preliminary cost estimates for the design and construction of school construction projects.
      1. The preliminary cost estimates shall be incorporated in a proposed school capital budget, which shall be approved by the Board of Education of Baltimore County (Board) prior to its submission to appropriate county and state fiscal and government officials and agencies.
      2. The preliminary cost estimates shall reflect any division of costs between Baltimore County government and the State of Maryland.
   2. The DFM shall request that the project consultant provide periodic construction cost estimates to more accurately forecast whether the project, as designed, can be built within funding allocations.
   3. Final Estimate
      a. The final estimate of the construction cost for a school construction project shall be mutually determined by the project consultant and DFM after final completion of the construction documents by the project consultant.
      b. When the final cost estimate exceeds budgeted funds, a determination shall be made by the Superintendent to:
         1. Redesign to reduce the scope of the project;
         2. Establish add/deduct bid alternates; and/or
         3. Secure additional funding.
B. Construction Cost
   1. Initial Construction Cost
      The initial construction cost shall include the amount awarded to the
      lowest responsive responsible bidder, plus a minimum of a ten
      percent contingency.
   2. Final Construction Costs
      Final construction costs for a school construction project shall:
      a. Include all construction expenses associated with the project,
         including change orders.
      b. Be determined after the final approval by the project
         consultant, DFM and close-out of the project.

C. Total Project Cost
   The total project cost shall include:
   1. All expenses incurred during the planning, design, bidding and
      construction phases of the project; and
   2. All expenditures for the purchase of furniture, fixtures, equipment
      and technology.

Legal References:  
Annotated Code of Maryland, Education Article §5-107, Capital Projects  
Annotated Code of Maryland, Education Article §5-112, Contracts for School Buildings, Improvements, or Supplies  
Annotated Code of Maryland, Education Article §5-301, Public School Construction and Capital Improvement  
Annotated Code of Maryland, Education Article §5-303, Renovation of Forty-year-old Buildings  
Annotated Code of Maryland, Education Article §5-309, Reuse of School Designs  
Annotated Code of Maryland, Education Article §5-312, New Construction and High Performance Buildings

Related Policies:  
Board of Education Policy 3210, Purchasing Guidelines  
Board of Education Policy 3225, Furniture, Fixtures and Equipment  
Board of Education Policy 3250, Selection of Design and Construction Consultants  
Board of Education Policy 7110, Determining Needs  
Board of Education Policy 7240, School Site Selection and Acquisition
Board of Education Policy 7250, *School Building Design*

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