Smart Schools Bond Act
High-Tech Security Projects

Protecting Our Greatest Assets Conference
December 2 – 3, 2015

Presenter: Stephen McNally
NYSED Office of Educational Management Services

The Smart Schools Investment Plan (SSIP) District Process

[START]

District Consults w/Stakeholders and Prepares Preliminary Plan

District Submits Final Plan to SED

Preliminary Plan Board Approval

Final Plan Board Approval

District Prepares Final Plan

District Posts Preliminary Plan for 30 Days

Public Notice and Hearing
Preliminary Steps to Prepare the SSIP

• Submit to the SED Office of Educational Design and Technology the required annual 3-Year Educational Technology Survey that defines the near-term goals of the District. It must be approved by SED for districts that include educational technology purchases on their SSIP.

• Conduct a planning process that includes all stakeholders, including non-public schools, and provide the required 30-day comment period.

• Contact the SED Office of Facilities Planning for initial review of any capital projects or components. The Office will also determine whether certain minor projects can receive an expedited SSBA review. The Office must issue a project number for each building before submitting the SSIP.

Smart Schools Bond Act Investment Plan
Online Investment Plan Process
The Smart Schools Investment Plan, or SSIP, Application is available through the SED Business Portal.

Smart Schools Bond Act

Submitting the Smart Schools Investment Plan
SSIP Overview

The application consists of two basic elements: an Investment Plan Overview and separate pages for each of the allowable project types:

• School Connectivity - Connect school buildings to high speed broadband
• Community Connectivity - Expand learning outside of the school day and building
• Learning Technology (or Devices) - Acquire learning technology equipment or devices
• Pre-Kindergarten Classrooms - Construct, enhance or modernize education facilities
• Replacing Transportable Classrooms - Expand or construct permanent instructional space to replace transportable classroom units
• High-Tech Security - Install high-tech security features in school buildings and on school campuses

High-Tech Security Features

- An opportunity to install high-tech security features in school buildings and on school campuses

- Office of Facilities Planning Review
  - Districts will first submit to the Office an SSBA-specific Letter of Intent (LOI)
  - All projects will require an initial review by the Office and the issuance of an SSBA-specific project number.
  - After their review, each project will be classified for either a:
    - Standard Review Process: Such as those that require the installation of wiring or other construction projects to support the security investments
    - Streamlined Review Process: Projects including limited door hardening and building entrance security features (see following slide)
      - Must be certified by licensed architect or engineer

Eligible Expenditures for Streamlined Review

- Acceptable electronic security systems limited to main entrances
- Access control systems limited to main entrances. These may include:
  - An intercom to speak with visitors
  - Remote electronic door unlatching systems
  - Cameras
  - Interface with the building management systems; and
  - Central lockdown buttons
- Acceptable door hardening items:
  - Door replacement
  - Door hardware replacement
  - Door frame replacement
  - Sidelight removal
  - Sidelight frame replacement
  - Change size of door or window vision panels to limit opening size
  - Change door or sidelight glass materials
  - Bars, grills or other protective measures over existing glass to prevent access; and
  - Glass films, including security films or tinted films

Smart Schools Bond Act Investment Plan
Office of Facilities Planning Process
Smart Schools Bond Act
Office of Facilities Planning
Letter of Intent (LOI)

• For capital projects using Smart School Bond Act funding
• For determining the SSBA eligibility of the Capital Project
• For determining if the Project can be streamlined to receive a Building Permit
• For determining if the Capital Project requires a full review leading to a Building Permit
• A Determination of Need will need to be performed before authorizing districts to apply for Prekindergarten Construction or Renovation or Replacement of Transportable Classroom Units projects in an SSIP
# SMART SCHOOLS BOND ACT

New York State Education Department  
Office of Facilities Planning, Room 1060 Education Building Annex  
Albany, New York 12234  
Fax: (518) 486-5918

## LETTER OF INTENT FORM

<table>
<thead>
<tr>
<th>School District</th>
<th>Date:</th>
</tr>
</thead>
</table>

BEDS Code:  
- - - - - - 

E-Mail Address:  

School District Contact Person & Title:  
(PLEASE PRINT)  

Signature of School District  

Address:  

Telephone Number  

## Individual Project Information

<table>
<thead>
<tr>
<th>Name of Building:</th>
<th>Building Code:</th>
<th>For SED Use Only:</th>
</tr>
</thead>
</table>

Type of Project  
(Place an X in all boxes that apply)  
(See NYS Code for definitions of Level 1-2-3 Alterations)  

<table>
<thead>
<tr>
<th>Level 1 Alterations</th>
<th>New Building</th>
</tr>
</thead>
<tbody>
<tr>
<td>Level 2 Alterations</td>
<td>Addition</td>
</tr>
<tr>
<td>Level 3 Alterations</td>
<td>Demolition of Existing</td>
</tr>
<tr>
<td>District-Wide (see Pg 2)</td>
<td>Involves Site Purchase</td>
</tr>
</tbody>
</table>

Nature of Work (Place an X in all boxes that apply):  

<table>
<thead>
<tr>
<th>Site Development (02)</th>
<th>Asbestos (02)</th>
<th>Toxic/Control (02)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Masonry (04)</td>
<td>Roofing (07)</td>
<td>Doors and/or Windows (08)</td>
</tr>
<tr>
<td>Finishes (floors, walls) (09)</td>
<td>Specialties (10)</td>
<td>Special Construction (13)</td>
</tr>
<tr>
<td>Conveying Systems (14)</td>
<td>Heating/Ventilating/Air Conditioning (155)</td>
<td></td>
</tr>
<tr>
<td>Plumbing (15)</td>
<td>Electrical (16)</td>
<td></td>
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</tbody>
</table>

Note: If you need more than one project established, please make additional copies of this form as needed for each building.  

Note: There are separate LOI Forms for New Construction, Leased Space/Discovered Buildings, Charter Schools, District-Wide Projects (i.e., several buildings in the same district having the same type of work done which concerns the buildings in some way, such as a telephone system), and Manufactured Buildings (otherwise known as relocatables or portables). Please use the appropriate form.
**Letter of Intent Scope Information for Preliminary Review**

**Provide the following Smart School Bond Act Scope Information**

<table>
<thead>
<tr>
<th>SED Building Permit Not Required</th>
<th>Notification only - no project number required</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>SBA #1 - Community Connectivity Project</strong></td>
<td>Installing high-speed broadband or wireless internet connectivity for municipally-owned facilities serving children.</td>
</tr>
<tr>
<td><strong>SBA #2 - Classroom Learning Technology Project</strong></td>
<td>Acquiring learning technology equipment, including but not limited to interactive whiteboards, computer servers, and desktop, laptop, and tablet computers.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>SED Building Permit Not Required</th>
<th>Eligible for Streamlined Review</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>SBA #3a - High Tech Security Features</strong></td>
<td>Scope similar to NT Safe Act</td>
</tr>
<tr>
<td>- Main Entrance Electronic Security System</td>
<td></td>
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<tr>
<td>- Main Entrance Entry Control System</td>
<td></td>
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<tr>
<td>- Approved Door Hardening Project</td>
<td></td>
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<tr>
<td>- Video Surveillance</td>
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</tbody>
</table>

<table>
<thead>
<tr>
<th>SED Building Permit Required</th>
<th>Requires Review</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>SBA #3b - High Tech Security Features</strong></td>
<td>Capital-intensive Security Projects in school buildings and on campuses including but not limited to video surveillance, emergency notification systems, and physical access controls.</td>
</tr>
<tr>
<td><strong>SBA #4 - School Connectivity Project</strong></td>
<td>Installing high-speed broadband or wireless internet connectivity for schools</td>
</tr>
<tr>
<td><strong>SBA #5 - Replacement of Classroom Trailers</strong></td>
<td>Construct New Instructional Space (Addition or New Building)</td>
</tr>
<tr>
<td>- Enhance or Modernize Existing Instructional Space (Alterations only)</td>
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<tr>
<td><strong>SBA #6 - Pre-Kindergarten Programs</strong></td>
<td>Construct New Instructional Space (Addition or New Building)</td>
</tr>
<tr>
<td>- Enhance or Modernize Existing Instructional Space (Alterations only)</td>
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</table>
Scope Details to determine if the Project can be Streamlined

<table>
<thead>
<tr>
<th>Item</th>
<th>Smart Bond Category (1 - 6 from page 3)</th>
<th>Detailed Description of Smart Bond Scope</th>
<th>Smart Bond Allocation Used</th>
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<td>20</td>
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</tbody>
</table>
The Smart Schools Investment Plan (SSIP) Approval Process

District Submits Final Plan
[START]

- SED/State Reimburses District
- District Submits Reimbursement Request(s)
- District Begins Project(s)
- SED Staff Review and Approve Plan
- SSBA Review Board Review and Approve Plan
- SED/State Reimburses District
Smart Schools Bond Act Investment Plan
Frequently Asked Questions
Q: Can the funds be used to support a disaster recovery plan?
A: The development of a disaster plan is a service – for which bond funds cannot be used. However, if a disaster plan calls for high tech security investments – bond funds may be used to support the costs of the high tech security investments.

Q: If a district were to invest in security, are interior classroom doors covered?
A: May depend on the details – discuss with your project manager in the Office of Facilities Planning.

Q: Can we include Engineering and Architectural Fees in the Professional Services section of the High Tech and School Connectivity SSIP?
A: Yes.

Q: Are security projects allowable in non-educational buildings, such as the bus garage?
A: Yes, but not on the buses themselves.
Smart Schools Bond Act
High-Tech Security Features Frequently Asked Questions

➢ Q: Can the Smart Schools Bond Act be used for installation of new telephone system such as the Voice over IP (VoIP) for schools that currently have conventional systems?

  • Yes, if the VoIP is being provided to improve student and teacher safety by providing a VoIP device in every classroom and integrating the devices with emergency communication systems.
  • Yes, if the VoIP is being provided to serve as the backbone for high speed broadband or wireless internet connectivity, the wiring/servers/etc. The phones (except as noted above) would not be.
  • No, if the purpose of the VoIP is simply to replace an existing telephone system.

➢ Q: Are generators eligible for reimbursement?

  A: Only if they are primarily meant to provide back-up power to essential educational technology or building security systems.
Smart Schools Bond Act
High-Tech Security Projects

QUESTIONS?

Smart Schools Bond Act Website:

Smart Schools Bond Act Email Box:
smartschools@nysed.gov

SED Office of Educational Management Services
(518) 474-6541

SED Office of Facilities Planning
(518) 474-3906
Office of Facilities Planning
Links and Contacts

• Guidance:
  
  http://p1232.nysed.gov/mgtserv/smart_schools/

• Letter of Intent and Scope Detail:
  

• Review Process:
  

• Contact: 518-474-3906