

Blueprint Schools Program Steering Committee Meeting Minutes

December 9, 2025

Start Time - 6:00 pm

ATTENDANCE

Committee Members

Dr. Deann Collins, Chief of Staff

Mr. Brian Wilbon, DCAO for Health, Human Services, and Education with PG County

Mr. Eric C. Olsen, Prince George's County Council Vice Chair

Program Staff and Partners

Shawn Matlock, Director, OAIPD, PGCPs

Herb Allen, Project Manager, OAIPD, PGCPs

Jason Washington, Assoc. Superintendent of Supporting Services, PGCPs

Paul Paolone, Fengate

Mac Bell, Fengate

Andrea McLean, Fengate

Grant Richardson, Fengate

Brian Hussain, Honeywell

Duncan Ball, BBGI

David Damboise, BBGI

Allan Krak, BBGI

Brian Hussain, Honeywell

Jack Chin, Perkins Eastman

Sean O'Donnell, Perkins Eastman

Rick Munford, MCN Build

Jam Kendrick, MCN Build

Yonas Menji, MCN Build

Jam Kendrick, TB&A

Hilary Jackler, Kutak Rock

Nicole Moriarity, Kutak Rock

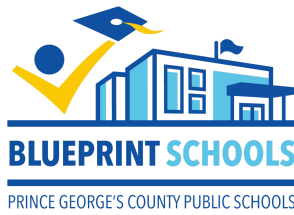
Shesi Xie, SXM Strategies

Brittney Bennett, Brailsford & Dunlavey, Inc

WELCOME

Brittney Bennett, meeting facilitator, welcomes attendees to the 2025 Quarter 4 Steering Committee Meeting and turns the meeting over to Prince George's County Public Schools (PGCPs) Chief of Staff, Dr. Deanne Collins, to officially call the meeting to order.





CALL TO ORDER

The meeting is called to order by Dr. Collins:

"The Quarterly meeting of the Blueprint Schools Program Steering Committee is officially called to order. Brittney, I'll hand it back over to you." - Dr. Deanne Collins

Dr. Collins turns the meeting back over to Ms. Bennett to go over meeting logistics.

MEETING LOGISTICS

Ms. Bennett reviews the meeting logistics and provides instructions for attendees.

- Spanish interpretation access (Click the Globe at the bottom of the screen and select Spanish)
- ASL interpretation can be located at the top of the screen – occurs simultaneously.
- Q&A function – disabled
- Questions can be submitted on the program website: bit.ly/PGCPS-blueprint
- Public comments - will be called on in the order in which you signed up

ROLL CALL

Ms. Bennett takes roll for committee members.

- Dr. Deanne Collins was marked Present
- County Council Vice Chair Olsen was marked Present (Late)
- Dr. Wilbon was marked Present

Ms. Bennett completes roll call and returns the meeting to Dr. Collins.

APPROVAL OF MEETING MINUTES AND AGENDA

Dr. Collins moves to approve the Quarter 3 (09/09/25) Steering Committee meeting minutes.

- Motion made by Dr. Collins and seconded by Dr. Wilbon. All Steering Committee members voted in favor with no opposition or abstentions.

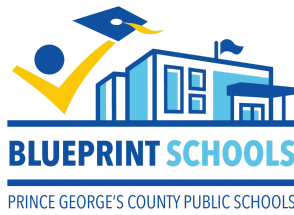
Dr. Collins moves to approve the Quarter 4 (12/09/2025) Steering Committee meeting agenda.

- Motion made by Dr. Collins and seconded by Dr. Wilbon. All Steering Committee members voted in favor with no opposition or abstentions.

REPORT OF THE DIRECTOR - PHASE 1

Dr. Collins turns the meeting over to Director Shawn Matlock to begin the Report of the Director.





Director Shawn Matlock presented the Phase 1 report, outlining three primary issues:

1. The impact of vandalism at Phase 1 schools, particularly in unsupervised restroom areas, including damage resulting in flooding and required repairs.
2. Capital improvements required due to enrollment changes and vandalism-related damage, including plumbing, sewage, flooring, casework repairs, installation of electric hand dryers, additional lockers, and site security measures.
3. A proposed change in ownership of the PGCECP entity, requiring Steering Committee consent.

Director Matlock reported that preventive maintenance and operations and maintenance services continue to be provided by Honeywell and are tracked through the computerized maintenance management system. Most service events are resolved within contractual timelines, with exceptions related to procurement and equipment availability. These exceptions are monitored and, where applicable, result in deductions.

He noted ongoing issues affecting building operations, including bell schedules and intercom systems, while emphasizing that quarterly preventive maintenance and life-safety inspections continue to be performed. Interior repainting of all Phase 1 schools was completed prior to the 2025-26 school year, with limited administrative areas still in progress.

Director Matlock also provided updates on the installation of solar arrays at Phase 1 schools, including varying levels of completion and anticipated energization dates extending from December 2025 through March 2026.

PHASE 1 PGCECP EQUITY TRANSFER PRESENTATION

Director Matlock introduced representatives from Fengate and BBGI to present on the proposed equity ownership transfer.

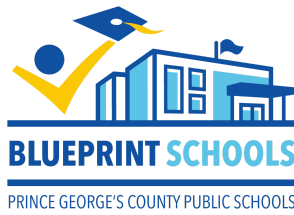
Representatives from Fengate explained the rationale for divesting their interest in the Phase 1 project, citing fund structure constraints and governance considerations. They noted that Fengate and Gilbane propose to transfer their ownership interests to BBGI and emphasized continued support during a transition period.

BBGI representatives provided an overview of their organization, experience with public-private partnership projects, and long-term approach to social infrastructure investments, including school facilities. BBGI outlined its intent to maintain continuity, retain existing service providers, and work collaboratively with PGCPs and project partners.

EXECUTIVE SESSION

Dr. Collins made a motion to enter executive session to discuss legal and financial matters related to the proposed ownership change. The motion was seconded by Dr. Wilbon and approved.





The Steering Committee entered executive session and later reconvened in open session.

Upon return from Executive Session, Dr. Collin called the meeting back to order.

APPROVAL OF RESOLUTION FOR A SPECIAL MEETING

Dr. Collins made a motion to approve a resolution to reconvene the Steering Committee at a special meeting in early January to review the completion of due diligence and consider consent for the change of equity ownership.

The motion included scheduling a special meeting for January 6, 2026, at 6:00 p.m. The motion was seconded by Dr. Wilbon and approved.

REPORT OF THE DIRECTOR – PHASE 2

Director Matlock continued the meeting with the presentation of the Phase 2 report

The eight Phase 2 schools are organized into three delivery groups:

- Group A: Margaret Brent Elementary School and Templeton Elementary School
- Group B: Robert Frost K-8, Fairwood Elementary School, and Brandywine K-8
- Group C: Duckworth Elementary School and Springhill Lake Elementary School

Director Matlock reported that Group A schools have reached approximately 50 percent completion, with progress payments underway. Group B schools are in construction with construction documents nearing completion, and mandatory referrals finalized. Group C schools are progressing through construction document development, with redesigns required due to demographic and site conditions.

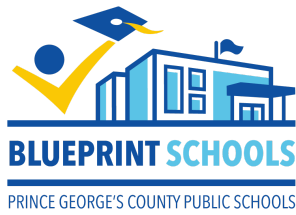
Construction activities across the sites include grading, utilities, structural steel, exterior framing, roofing, and mechanical, electrical, and plumbing rough-ins. Furniture, fixtures, and equipment (FF&E) selection for Group A schools has begun.

Director Matlock stated that all Phase 2 projects remain on schedule and within budget. After reviewing cash flow, PGCPs determined that a new fund for change orders is not required at this time.

COMMITTEE QUESTIONS

Dr. Wilbon indicated that he had no questions following the Phase 2 report.





PUBLIC COMMENTS

Director Matlock turned the meeting over to Ms. Bennett to begin the public comment portion of the meeting.

Ms. Bennett announced the public comment portion of the meeting and noted that six individuals had signed up to provide public comment. Attendees were called in the order of sign-up; however, commenters were not present or able to be recognized during the meeting.

Public commenters who signed up:

1. Board Member Pamela Boozer-Strother
2. Ana Gutierrez
3. Donald Gomes
4. Ed Crowley
5. Elimika Fletcher
6. Victoria Kirby York

Only one of the commenters attended and spoke, so Ms. Bennett informed the Committee that the written comments would be sent to them after the meeting. Ms. Bennett then turned the meeting over to Dr. Collins.

NON-AGENDA ITEMS:

There were no non-agenda items.

NEXT STEERING COMMITTEE MEETING:

01/06/26

MEETING ADJOURNMENT

Dr. Collins motions to adjourn the meeting.

Motion made by Dr. Collins and seconded by Dr. Wilbon.

Meeting adjourned.

