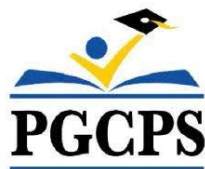


## Blueprint Schools Program 2024 Quarter 1 Report March 2024



[bit.ly/PGCPS-Blueprint](https://bit.ly/PGCPS-Blueprint)



Angela D. Alsobrooks  
County Executive

# PGCPS Blueprint Schools

## 2024 Quarterly Report #1

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## **EXECUTIVE SUMMARY**

Over the past three years, Prince George’s County Public Schools (PGCPS) has taken an aggressive approach to addressing the need for new, modernized school facilities across the County. The Blueprint Schools Program (the Program) was created and implemented with the overarching purpose of providing 21st-Century School facilities, as quickly as possible, for as many PGCPS students as possible. The Program has demonstrated what is possible when all levels of government come together to implement an approach that utilizes public sector expertise combined with private sector rigor, accountability, and innovation. Now that the Program has delivered the first six (6) schools to their communities, we enter a new period of monitoring performance and contract management of the Phase 1 school projects.

In this Services Period, we have two primary goals: ensuring that current operations allow education in these facilities to continue unimpeded by any system failures and that the facilities are maintained at the highest levels, preserving them for more than 50 years of effective use. This approach to asset management and life-cycle maintenance will allow PGCPS to utilize industry best practices to serve as the foundation for the revision of its internal life-cycle maintenance program. This work will require vigilant monitoring, constant communication, and attention to detail. The Program is excited to continue its work ensuring that our students have excellent educational experiences in these facilities.

*Shawn Matlock*

*Director, Office of Alternative Infrastructure Planning and Development*

## PROJECT PROFILES

### Sonia Sotomayor Middle School at Adelphi



**Project Status:** Complete  
**Neighborhood:** Adelphi  
**Address:** 8820 Riggs Rd,  
 Adelphi, MD 20783  
**Grade Configuration:** 6-8  
**Capacity:** 1,200  
**Square Footage:** 144,800 sq. ft.  
**Principal:** Dr. Leroy Alicea-Cabassa

**Area 2 Associate Superintendent:**

- Dr. Ameila Coleman

**County Council Representative (District 2):**

- Wanika B. Fisher

**State Legislative Representatives (District 47):**

- Senator Malcolm Augustine
- Delegate Deni Taveras

**School Board Representative (District 3):**

- Pamela Boozer-Strother

### Drew-Freeman Middle School



**Project Status:** Complete  
**Neighborhood:** Suitland,  
 Arnold Heights  
**Address:** 2600 Brooks Dr.,  
 Hillcrest Heights, MD 20746  
**Grade Configuration:** 6-8  
**Capacity:** 1,200  
**Square Footage:** 144,800 sq. ft.  
**Principal:** Natasha Kyler

**Associate Superintendent:**

- Dr. Ameila Coleman

**County Council Representative (District 7):**

- Krystal Oriadha

**State Legislative Representatives (District 24):**

- Senator Joanne C. Benson
- Delegate Andrea Fletcher Harrison
- Delegate Tiffany T. Alston
- Delegate Jazz M. Lewis

**School Board Representative (District 7):**

- Kenneth Harris II

**PROJECT PROFILES** *(continued)*

<b>Hyattsville Middle School</b>	
	
<p><b>Project Status:</b> Complete  <b>Neighborhood:</b> Hyattsville, West Riverdale, University Park  <b>Address:</b> 6001 42<sup>nd</sup> Ave., Hyattsville, MD 20781  <b>Grade Configuration:</b> 6-8  <b>Capacity:</b> 1,200  <b>Square Footage:</b> 162,610 sq. ft.  <b>Principal:</b> Chanita Stamper</p>	<p><b>Associate Superintendent:</b></p> <ul style="list-style-type: none"> <li>● Dr. Ameila Coleman</li> </ul> <p><b>County Council Representative (District 2):</b></p> <ul style="list-style-type: none"> <li>● Wanika B. Fisher</li> </ul> <p><b>State Legislative Representatives (District 22):</b></p> <ul style="list-style-type: none"> <li>● Senator Alonzo T. Washington</li> <li>● Delegate Anne Healey</li> <li>● Delegate Ashanti Martinez</li> <li>● Delegate Nicole A. Williams</li> </ul> <p><b>School Board Representative (District 3):</b></p> <ul style="list-style-type: none"> <li>● Pamela Boozer-Strother</li> </ul>

<b>Kenmoor Middle School</b>	
	
<p><b>Project Status:</b> Complete  <b>Neighborhood:</b> Palmer Park, Kentland, Glenarden  <b>Address:</b> 2501 Kenmoor Dr., Landover, MD 20785  <b>Grade Configuration:</b> 6-8  <b>Capacity:</b> 1,200  <b>Square Footage:</b> 144,800 sq. ft.  <b>Principal:</b> Rebecca Turner</p>	<p><b>Associate Superintendent:</b></p> <ul style="list-style-type: none"> <li>● Dr. Ameila Coleman</li> </ul> <p><b>County Council Representative (District 5):</b></p> <ul style="list-style-type: none"> <li>● Jolene Ivey</li> </ul> <p><b>State Legislative Representatives (District 24):</b></p> <ul style="list-style-type: none"> <li>● Senator Joanne C. Benson</li> <li>● Delegate Andrea Fletcher Harrison</li> <li>● Delegate Tiffany T. Alston</li> <li>● Delegate Jazz M. Lewis</li> </ul> <p><b>School Board Representative (District 4):</b></p> <ul style="list-style-type: none"> <li>● Shayla Adams-Stafford</li> </ul>

**PROJECT PROFILES** *(continued)*

**Colin L. Powell Academy**



**Project Status:** Complete  
**Neighborhood:** Tantallon,  
 Fort Washington  
**Address:** 12200 Fort Washington Rd.,  
 Fort Washington, MD 20744  
**Grade Configuration:** K-8  
**Capacity:** 2,000  
**Square Footage:** 233,865 sq. ft.  
**Principal:** Nina Lattimore

- Associate Superintendents:**
- Dr. Kasandra G. Lassiter
  - Dr. Ameila Coleman
- County Council Representative (District 8):**
- Edward Burroughs
- State Legislative Representatives (District 26):**
- Senator C. Anthony Muse
  - Delegate Veronica L. Turner
  - Delegate Kriselda Valderrama
  - Delegate Jamila Woods
- School Board Representative (District 8):**
- Madeline LaSalle Frazier

**Walker Mill Middle School**



**Project Status:** Construction - Phase 2  
**Neighborhood:** Walker Mill  
**Address:** 800 Karen Blvd.,  
 Capital Heights, MD 20743  
**Grade Configuration:** 6-8  
**Capacity:** 1,200  
**Square Footage:** 144,800 sq. ft.  
**Principal:** Erin Cribbs

- Associate Superintendent:**
- Dr. Ameila Coleman
- County Council Representative (District 6):**
- Wala Blegay, Vice-Chair
- State Legislative Representatives (District 25):**
- Senator Melony Griffith
  - Delegate Nick Charles
  - Delegate Karen R. Toles
- School Board Rep (District 6):**
- Brannndon D. Jackson

## **PROGRAM PROGRESS**

### **Construction Progress**

Major construction activities have ended at five of the six schools with only minor punch list repairs and mural installations continuing. At Walker Mill, phase 2 of the project, which includes the demolition of the old school building and the construction of the athletic fields, is ongoing. Since December 2023, the main building's punch list, phases 2 and 3 of the old school demolition and haul out, and micro-bio retention plantings 1 through 3 have been completed. Additionally, final grading and landscaping of the new sports fields and mill and overlay work at the existing parking lots and sidewalks have been completed. Looking ahead in March, grading and installation of topsoil at the baseball field and cutouts for the new baseball diamond will be completed; pouring of the baseball diamond dirt and stabilization of the remaining field will be completed; and removal of the old goal post from the soccer field and installation of the backstop and fencing at the softball field will be completed. Additionally, the removal of the old sidewalks and pouring of new sidewalks along Karen Blvd. will be completed, the installation of a permanent fence around the site will continue, and the removal of construction fencing along the parking lot will be completed.

### **Additional Construction and Change Orders**

The opening and occupancy of all six schools has highlighted the need for additional improvements and construction items. At Colin L. Powell Academy, the Program determined that an additional playground is needed to accommodate the first through fifth-grade students. Initially, the design only called for one (1) playground to accommodate the pre-k level students. However, upon new consideration, the Program and the school have agreed that a second playground should be constructed for the other elementary students. The Program has engaged its partners, PGCECP, to determine the added cost and next steps.

At Sonia Sotomayor Middle School at Adelphi, the Program has agreed to the construction of an ADA ramp at the end of the parking lot. PGCPS determined that an additional ramp was needed at that location to ease access for the school's regional program students. The construction of the ramp will take place over the summer this year, 2024. PGCPS has also requested that the Program add filters to the water fountains and bubblers in all of the new facilities. Though the filters were included in the maintenance budget for each school, they were not required by the educational specifications. The Program has confirmed with PGCECP that adding the filters is an easy upgrade.

Finally, PGCPS and the Program is in the process of concluding a Power Purchase Agreement with SSI SCHOOL LANE SOLAR, LLC, the company that will add solar panels on the roofs of each of our new P3 buildings. There will be no direct capital cost to PGCPS or added to the overall project. The Program expects construction to take place in the early fall of 2024 and into the summer of 2025.

## **COMMUNITY ENGAGEMENT UPDATES**

### **Colin L. Powell Academy Ribbon-Cutting Ceremony**

The Program held its final ribbon-cutting ceremony for the first phase of schools at the new Colin L. Powell Academy on February 21, 2024. This event was attended by elected officials from the state, county, city, and district levels, district and school staff, students, Program partners, and community members. The ceremony consisted of remarks from elected officials, school leadership, PGCPs and department leadership, PGCECP leadership, and students. The ceremony also contained special performances from the Colin L. Powell Academy dance team, cheer team, and upper-level band. Guests also participated in student-guided tours of the building after the ceremony.

## **CLOSING STATEMENT**

Now that the Program has fulfilled its promise of delivering six new schools, we will begin the hard work of operating and maintaining these facilities to the highest standards possible. This will require communication, coordination, and cooperation between the organizations that are a part of this historical P3 partnership. We look forward to the success of Phase 1 and the upcoming Phase 2.



**APPENDIX**

## Transmittal ~ PGCPs 1- Report

### Project Information

Project Name PGCPS	Transmitted To PGCPS	Transmitted By Natasha Henderson
Customer PGCPS	Office of Alternative Infrastructure Planning and Development  Louis Wilson Sr. Facilities Administration Building, Trailer #10 13300 Old Marlboro Pike Upper Marlboro, Maryland 20772	Signature
Project Number / Customer Reference No.  Honeywell Project#		Date  January 10, 2024

### Transmittal Information

<b>We are sending</b> <input type="checkbox"/> Under Separate Cover <input checked="" type="checkbox"/> Herewith	<b>Delivered Via</b> <input type="checkbox"/> Hand <input checked="" type="checkbox"/> E - Mail <input type="checkbox"/> Other _____	<b>Package Transmitted For</b> <input checked="" type="checkbox"/> Use and Files <input type="checkbox"/> Review & Comments <input type="checkbox"/> Final Approval
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Copies	Item / Drawing	Description
1	Performance Monitor Report	PGCPS October 2023 Performance Summary
1	Monthly Summary of All Calls	PGCPS November 2023 Performance Summary
1	Monthly Summary of All Open Calls	PGCPS December 2023 Performance Summary
1	Monthly Penalty Report (Oct 2023)	QFM- PGCPS–October 2023 Penalty Report
1	SB Previous Months Open Calls (Oct 23)	PGCPS Open Call older than 30 days
1	Monthly Penalty Report (Nov 2023)	QFM- PGCPS–November 2023 Penalty Report
1	SB Previous Months Open Calls (Nov 23)	PGCPS Open Call older than 30 days
1	Monthly Penalty Report (Dec 2023)	QFM- PGCPS–December 2023 Penalty Report
1	SB Previous Months Open Calls (Dec 23)	PGCPS Open Call older than 30 days

Cc:

Company Name	Contact Name	Email.	Registered Email
PGCPS	Herb Allen	<a href="mailto:herb.allen@pgcps.org">herb.allen@pgcps.org</a>	Yes
PGCPS	Shawn Matlock	<a href="mailto:shawn.matlock@pgcps.org">shawn.matlock@pgcps.org</a>	Yes
PGCECP	Paul Paolone	<a href="mailto:paul.paolone@fengate.com">paul.paolone@fengate.com</a>	Yes
Honeywell Inc.	Dennis Crawford	<a href="mailto:dennis.crawford@honeywell.com">dennis.crawford@honeywell.com</a>	Yes
Honeywell Inc.	Natasha Henderson	<a href="mailto:natasha.henderson@Honeywell.com">natasha.henderson@Honeywell.com</a>	Yes
Honeywell Inc.	Jeffery Young	<a href="mailto:jeffrey.a.young@honeywell.com">jeffrey.a.young@honeywell.com</a>	Yes

**CLASSIFICATION:** Honeywell Confidential

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## 1. EXECUTIVE SUMMARY

During the period of October 1, 2023, to December 31, 2023, Honeywell did not record any Health/Life Safety incidents for the portfolio. All planned monthly maintenance for October, November and December has been completed and we continue addressing open work order events.

- On October 14<sup>th</sup>, 2023, Drew Freeman Middle School, Kenmore Middle School, Sonia Sotomayor at Adelphi Middle School, and Hyattsville Middle Schools achieved School Occupancy Readiness.
- On November 4<sup>th</sup>, 2023, Walker Mill Middle School achieved School Occupancy Readiness.
- On December 10-22, 2023, a Formal Ribbon Cutting ceremony was performed at the first five schools.
- On November 8<sup>th</sup> Colin Powell Academy achieved School Occupancy Readiness
- Colin Powell Academy has rescheduled the Ribbon Cutting event for February 8<sup>th</sup>, 2024.
- Key issues both with physical key availability and with Locker systems operation have been resolved.
- Honeywell partnered with the PGCPs Locksmith for future ordering of keys. Keys have been handed over to all 6 schools. Honeywell has worked closely with the Gilbane Construction to successfully coordinate the handover of keys for Colin Powell ahead of the scheduled School Occupancy Readiness date.
- Locker access was limited at the first five schools because the initial combinations received were not received via the correct format typically used by the School Board but since has been resolved by engaging the initial installers Masterlocks & Co, who was able to provide the correct sequences of combinations, and instructions on manipulating the lockers to gain access in the proper format so this could be loaded into the schoolmax systems. We have found that this engagement and information was able to be relayed and aided in the smooth transition of Colin Powell Academy locker access without hurdles.
- The learning curves for the school staff (e.g., Principals, Administration Staff, Teachers, etc.) regarding interface with Honeywell Facility Management as well as scope of services has improved as the experience of our team, subcontractors and service crew become more familiar the school building and key point of contacts.
- Roof Leaks have been making themselves known due to the heavy rains in November. Honeywell is coordinating these warranty works with Gilbane, and these will be addressed once scheduled by the roofer.
- Month over month there has been a rise in incidents of graffiti in all schools appearing mostly in the washrooms. It is noted that the cameras in the hallways are not capable of recording incidents in the washrooms and that these Unisex washrooms were designed to allow visibility from the hallway to discourage bullying. This is an ongoing discussion with PGCPs to determine a solution.
- Vandalism incident located at Adelphi where two sinks were stoppered with supplied plugs and left to overflow overnight which caused water damage to 3 classrooms. A contractor has provided a quote for repairs, and we are currently awaiting a scheduled date in January 2024. A

notice has been issued to PGcps notifying of the incident and categorization of the incident as a Compensation Event, still awaiting status.

- Ongoing issues with intermittent Wi-Fi/Internet access at the schools is creating communication challenges for Honeywell Building operators to receive and update their work orders in a timely manner. The matter has been raised with PGcps and their IT department are supporting Honeywell in resolving the remaining issues. This item has since improved but there are still several dead spots in the buildings and other IT related issues to resolve.
- Hyattsville Middle School had 2 reported incidents of students receiving a shock at electrical receptacles that required investigation from PGcps, Mona Electric and Gilbane Construction that resulted in deenergizing all breakers until further instruction by PGcps for all schools. A demand letter was sent out by PGcps Administration to Gilbane Construction about the next steps, and we are awaiting status.
- Colin Powell Academy had 1 reported incident of a student receiving a shock at an electrical receptacle that has since been resolved, and determined it was not the Honeywell or PGCECP equipment at fault as indicated in the incident report.
- Punchlist and Warranty items are being addressed by Gilbane and awaiting full completion. The Warranty completion process and communication has greatly improved between the parties in recent weeks. Gilbane has direct access to Honeywell's CMMS/ QFM workorder system and are using a shared email account to distribute communications among their warranty department for work order events. We have since implemented a strict scheduling guideline for Gilbane Construction for completing work to include supervision of all work completed on the school facilities.
- There has been an issue identified with the 2-way traffic flow in all school parking lots during pickup and drop off times. A suggestion to change to one way traffic in the parking lot has been raised and PGcps is contemplating issuing a Change Order to address. Honeywell is awaiting the change order meeting to discuss further on next steps.
- Drew Freeman Middle School and Walker Mill Middle School had two elevator entrapments due to a sensor issue. This has been addressed by Gilbane because it fell under Warranty, and we haven't had any further issues.
- Honeywell has full access to reprogram the lights to stay on during the business hours of 6:00AM-5:00PM EST at all schools' sites to help ensure that the environment in the hallways provides a safe environment. This change will assist in keeping the hallways safe for all that use these hallways.

## 2. PERFORMANCE MONITORING PROGRAM

### (a) Summary of each Demand Requisition

All monitoring as required has been performed pursuant to the Performance Monitoring Program and a summary of all findings as listed below.

Item	Description	Action
1a-1	Status of Preventive Maintenance (PM) has been completed for the month of October 2023.	All Preventive Maintenance (PM) has been completed for the month of October 2023.
1a-2	Status of Preventive Maintenance (PM) has been completed for the month of November 2023.	All Preventive Maintenance (PM) has been completed for the month of November 2023.
1a-3	Status of Preventive Maintenance (PM) that has been completed for the month of December 2023.	All Preventive Maintenance (PM) has been completed for the month of December 2023.



Monthly PM  
(October).pdf



Monthly PM  
(November).pdf



Monthly PM  
(December).pdf

### (b) Summary of each Demand Requisition

A summary of each Demand Requisition received by the Help Desk, including the applicable Required Response Time and Rectification Period, and Developer's Actual Response Time.

Item	Description	Action
a-1	NUMBER of Demand Requisitions (DR) have been received for the month of October 2023.	All Demand Requisitions (DR) <b>(72)</b> (have been addressed/completed for the month of October 2023. Refer to attached Event Summary Report below.
a-2	NUMBER of Demand Requisitions (DR) have been received for the month of November 2023.	All Demand Requisitions (DR) <b>(62)</b> (have been addressed/completed for the month of November 2023. Refer to attached Event Summary Report below.
a-3	NUMBER of Demand Requisitions (DR) have been received for the month of December 2023.	All Demand Requisitions (DR) <b>(33)</b> have been addressed/completed for the month of December 2023. Refer to attached Event Summary Report below.



PGCPS October 2023  
All Calls.pdf



PGCPS November  
2023 All Calls.pdf



PGCPS December  
2023 All Calls.pdf

(c) Summary of Incidents and Vandalism

A summary of all Incidents and Vandalism.

Item	Description	Action
a-1	NUMBER of Vandalism Incidents (VI) addressed for the month of October 2023.	<p><b>5</b> VI issued in October 2023.</p> <p><b>Event# 659 – Walker</b> - Window glass missing from door near room A192.</p> <p><b>Event# 668 – Drew Freeman</b> - C232 Broken door lock frame.</p> <p><b>Event# 671 – Kenmoor</b> - Security office Room 100, glass shattered.</p> <p><b>Event# 690 – Drew Freeman</b> - Café boys partition bathroom hanging off wall.</p> <p><b>Event# 741 - Sonia (Adelphi)</b> - Graffiti in bathroom across from Room C-140, C141C.</p>
a-2	NUMBER of Vandalism Incidents (VI) addressed for the month of November 2023.	<p><b>6</b> VI issued in November 2023.</p> <p><b>Event# 836 - Drew Freeman</b> – C225 exit signed knocked down and hanging from ceiling.</p> <p><b>Event# 885 – Walker Mill</b> - B170 - girls gang dining hall broken toilet tissue and paper towel dispensers needs replace.</p> <p><b>Event# 888 - Kenmoor</b> - Control room has a broken window in door.</p> <p><b>Event# 905 - Hyattsville</b> - At the serving area A171.3 Broken door stopper seems to be pulled off the wall / needs to be repaired.</p> <p><b>Event# 966 - Drew Freeman</b> - Graffiti on the side of school, on silver hill rd. side needs to be removed.</p> <p><b>Event# 987 - Kenmoor</b> - Requesting Additional locker keys.</p>
a-3	NUMBER of Vandalism Incidents (VI) addressed for the month of December 2023.	<p><b>6</b> VI issued in December 2023.</p> <p><b>Event# 1015 - Sonia (Adelphi)</b> - Girl's Bathroom (6th Grade Wing): Graffiti on Walls and Stalls.</p> <p><b>Event# 1079 – Walker Mill</b>- Please remove all graffiti from bathrooms. ALL Bathrooms.</p>

		<p><b>Event# 1089 – Kenmoor</b> - Girl’s restroom across from room 140. (3) stalls badly vandalized with profanity and obscene words in permanent marker (panel need to be painted or replaced).</p> <p><b>Event# 1090 - Kenmoor</b> – Girl’s restroom in cafeteria two double tissue holders that need to be replaced - cannot be locked - leaving tissue exposed. (2) toilet paper holders need to be replaced because they cannot be locked - students are pulling dispensers open and vandalizing restroom with toilet paper.</p> <p><b>Event# 1123 – Kenmoor</b> - Remove graffiti from the 2nd floor girl's bathroom.</p> <p><b>Event# 1124 – Drew Freeman</b> - Please investigate all Bathrooms for Graffiti.</p>
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Honeywell is in the process of collecting the invoices for the Vandalism incidents identified above and will update the schedule and provide documentation for the next reporting period. (See below for current status)



PGCPS Oct 2023 - VI.zip



PGCPS Nov 2023 - VI.zip



PGCPS Nov 2023 - VI.zip



(d) Accounting of Services Period Reserve Account during the Quarter

Month	SRA Opening Balance	Description of Changes (Deposit/Transfer/Withdrawal)	Amount of Change (\$USD)	Closing Balance (\$USD)
October 2023	\$144,638.91	Interest (\$0.13); Deposit for first 4 schools (\$115,007.92)	\$553.79	\$145,192.70
November 2023	\$145,192.70	Interest (\$574.46); Deposit for sixth school (\$28,751.98)	\$29,326.44	\$174,519.14
December 2023	\$174,519.14	Interest (\$664.54)	\$664.54	\$175,183.68

(e) Summary of all Unavailability Events and Performance Failures

A summary of all Unavailability Events and Performance Failures, including Developer's Actual Response Time and Rectification Period in respect of each.

Item	Description	Action
b-1	NUMBER of Unavailability Events and Performance Failures (UE/PF) addressed for the month of <b>October</b> 2023.	No UE/PF's have been issued in October.
b-2	NUMBER of Unavailability Events and Performance Failures (UE/PF) addressed for the month of <b>November</b> 2023.	No UE/PF's have been issued in November.
b-3	NUMBER of Unavailability Events and Performance Failures (UE/PF) addressed for the month of <b>December</b> 2023.	No UE/PF's have been issued in December.

(f) Summary of Availability Payment.

A summary and calculations of all adjustments to the relevant Availability Payment and details of the root cause or causes of each Deduction, including a separate accounting.

Item	Description	Action
c-1	NUMBER of Availability Payment and Deductions (APD) addressed for the month of <b>October</b> 2023.	No APD's issued in October 2023.
c-2	NUMBER of Availability Payment and Deductions (APD) addressed for the month of <b>November</b> 2023.	No APD's issued in November 2023.
c-3	NUMBER of Availability Payment and Deductions (APD) addressed for the month of <b>December</b> 2023.	No APD's issued in December 2023.



PGCPS October 2023  
Payment Adjustment



PGCPS November  
2023 Payment Adjust



PGCPS December  
2023 Payment Adjust

(g) All statistical data required for any state or federal reports or returns.

All statistical data required for any state or federal reports or returns reasonably required by PGCPS.

Item	Description	Action
d-1	Statistical Data (SD) required for the month of October 2023.	No SD's issued in October 2023.
d-2	Statistical Data (SD) required) for the month of November 2023.	No SD's issued in November 2023.
d-3	Statistical Data (SD) required for the month of December 2023.	No SD's issued in December 2023.

(h) Summary of all life safety actions and statutory testing.

A summary of all life safety actions and statutory testing, such as fire extinguisher inspections, generator testing, and sprinkler testing conducted during the relevant Quarter.

Item	Description	Action
e-1	NUMBER of Life Safety actions and Statutory Testing (LS/ST) addressed for the month of <b>October</b> 2023.	All Life Safety actions, and Statutory Testing (LS/ST) ( <b>5</b> ) have been completed for the month of October 2023.
e-2	NUMBER of Life Safety actions and Statutory Testing (LS/ST) addressed for the month of <b>November</b> 2023.	All Life Safety actions, and Statutory Testing (LS/ST) ( <b>6</b> ) have been completed for the month of November 2023.
e-3	NUMBER of <b>Life</b> Safety actions and Statutory Testing (LS/ST) addressed for the month of <b>December</b> 2023.	All Life Safety actions, and Statutory Testing (LS/ST) ( <b>6</b> ) have been completed for the month of December 2023.

Life Safety Inspections are completed once per month per school (Refer to Monthly Planned Maintenance in October, November, December 2023 – Attachments in 2 Performance Monitoring Program)

The life safety actions that are included in the Monthly Safety activity are as follows:

- Fire Alarm panel checked to ensure the system is working as per design.
- Fire Extinguishers are available for an emergency.
- Exit lights are functional.
- Emergency lighting is functional.
- Exterior Egress doors are operative.
- Emergency phone in the elevator is active.

(i) Summary detailing the implementation of the Annual Service Plan:

a. Staffing plan

the staffing plan, including details of personnel changes, training, and methods statements.

Item	Description	Action
f-1	Staffing plan for the month of Oct 2023.	Refer to Staffing List/Schedule.
f-2	Staffing plan for the month of Nov 2023.	Refer to Staffing List/Schedule.
f-3	Staffing plan for the month of Dec 2023.	Refer to Staffing List/Schedule.

b. Staff Operations for Q4 - 2023

Item	Staffing	Role/Position	
1	Natasha Henderson	DFM	All Locations/Float
2	JB Kenney-Ali	Warranty Mgr.	All Locations/Float
3	Kevin Gabus	Honeywell Tech	All Locations/Float
4	Phil	Honeywell Tech	All Locations/Float
5	Jeremy Parker	Building Operator Lead Hand - Field Service Supervisor	Kenmoor MS
6	Dwayne Burrows (Backup)	Supervisor	All Locations/Float
7	Clarence Godfrey	Building Operator	Hyattsville MS/ Adelphi MS
8	Michael Simmons	Building Operator	Drew Freeman MS
9	Adrien Arrington	Building Operator	Walker Mill MS
10	Kevin Braxton (Backup)	Building Operator (Back-up)	Adelphi MS

c. Staffing Plan – Q1 -2024

PGCPS Honeywell Staff	Role	School Site
Natasha Henderson- Kalu	Director of Facilities Management	All Schools
JB Kenney- Ali	Warranty Manager/ Mobile Mgr.	All Schools
Kevin Gabus	Honeywell BMS Specialist	All Schools
Phil Balraj	Honeywell BMS Specialist	All Schools
<b>Daily Onsite Building Operators</b>		
Daily Onsite Building Operators	Role	School Sites
Jeremy Parker	Lead Hand Building Operator	As Required/ All Schools
Jermel Green	Building Operator	Colin Powell Academy MS/ Pre-K
Mike Simmons	Building Operator	Drew Freeman
Adrien Arrington	Building Operator	Walker Mill MS & Kenmoor MS
Lorenzo McKinney	Building Operator	Hyattsville MS & Adelphi MS
Dwayne Burrows (Backup)	Lead Hand Building Supervisor	As Required/All Schools

d. Demand Maintenance

all Demand Maintenance performed during the relevant Quarter; and

Item	Description	Action
1	Demand Maintenance performed for the month of October 2023.	Refer to Summary Event Report for the month of October 2023.
2	Demand Maintenance performed for the month of November 2023.	Refer to Summary Event Report for the month of November 2023.
3	Demand Maintenance performed for the month of December 2023.	Refer to Summary Event Report the month of December 2023.

e. Scheduled Maintenance, statutory testing, and planned shutdowns.

All Scheduled Maintenance, statutory testing, and planned shutdowns planned for the next Quarter, including schedules and methods statements.

Item	Description	Action
1	Scheduled Maintenance, and planned shutdowns for the month of Oct 2023.	Refer to Scheduled Maintenance, and planned shutdowns schedule for the month of Oct 2023.
2	Scheduled Maintenance, and planned shutdowns for the month of Nov 2023.	Refer to Scheduled Maintenance, and planned shutdowns schedule for the month of Nov 2023.
3	Scheduled Maintenance, and planned shutdowns for the month of Dec 2023.	Refer to Scheduled Maintenance, and planned shutdowns schedule for the month of Dec 2023.
j-4	Scheduled Maintenance, and planned shutdowns for Q4.	Refer to attached Schedule for Maintenance, and planned shutdowns.



Monthly PM  
(October).pdf



Monthly PM  
(November).pdf



Monthly PM  
(December).pdf



Quarterly PM.pdf

- Damage – work in progress to schedule repairs of classrooms due to recent plugged sinks in science classroom (flood)
- Planned generator test for next quarter.

f. Other Services.

The delivery of all other Services.

Item	Description	Action
g-1	Delivery of all other Services performed for the month of October 2023.	Refer to Summary Event Report for the month of October 2023 attached below.
g-2	Delivery of all other Services performed for the month of November 2023.	Refer to Summary Event Report for the month of November 2023 attached below.
g-3	Delivery of all other Services performed for the month of December 2023.	Refer to Summary Event Report the month of December 2023 attached below.



PGCPS October 2023 All Calls.pdf



PGCPS October 2023 All Open Calls.pdf



PGCPS November 2023 All Calls.pdf



PGCPS November 2023 All Open Calls.p



PGCPS December 2023 All Calls.pdf



PGCPS December 2023 All Open Calls.

(j) Summary of Developer’s Community Engagement and Outreach Plan

A summary of Developer’s activities with respect to, and in furtherance of, the Community Engagement and Outreach Plan; and

Item	Description	Action
h-1	Developer’s activities with respect to, and in furtherance of, the Community Engagement and Outreach Plan performed for the month of October 2023.	No Community Engagement and Outreach events for the month of October 2023.
h-2	Developer’s activities with respect to, and in furtherance of the Community Engagement and Outreach Plan performed for the month of November 2023.	No Community Engagement and Outreach events for the month of November 2023.
h-3	Developer’s activities with respect to, and in furtherance of, the Community Engagement and Outreach Plan performed for the month of December 2023.	No Community Engagement and Outreach events for the month of December 2023.

(k) Failure of any Maintained Element

A copy of any reports required by a Governmental Authority in respect of the failure of any Maintained Element.

<b>Item</b>	<b>Description</b>	<b>Action</b>
i-1	No failures of a Maintained Element in the month of October 2023.	There are no Governmental Authority Report(s) due for the month of October 2023.
i-2	No failures of a Maintained Element in the month of November 2023.	There are no Governmental Authority Report(s) due for the month of November 2023.
i-3	No failures of a Maintained Element in the month of December 2023.	There are no Governmental Authority Report(s) due for the month of December 2023.

**3. ATTACHMENTS**

Event Summary Report (QFM)

EVENT STATS - Prince George							
October 1, 2023 - October 31, 2023							
PG	Ratio	# of Calls Opened	# of Calls Closed	# of Calls Still Open	Average Time to Respond *	Average Complete Time from Report to Close**	Average Complete Time from Respond to Close***
Routine 120 mins/48 HRS	97%	70	50	20	0 days, 0 hrs, 25 mins	1 days, 6 hrs, 54 mins	1 days, 6 hrs, 31 mins
Routine 120 mins/24 HRS	1%	1	1	0	0 days, 0 hrs, 0 mins	0 days, 0 hrs, 5 mins	0 days, 0 hrs, 5 mins
Critical 60 mins/4 HRS	1%	1	1	0	0 days, 0 hrs, 3 mins	0 days, 0 hrs, 59 mins	0 days, 0 hrs, 56 mins
<b>Total Calls</b>	<b>100%</b>	<b>72</b>	<b>52</b>	<b>20</b>			

\* Average time to respond is based on the number of responded calls before October 31, 2023. The average time will change when all calls are responded.

\*\* Average complete time from report to close is based on the number of calls closed with NO extension before October 31, 2023. The average time will change when all calls are closed.

\*\*\*Average complete time from respond to close is based on the number of calls responded and closed with NO extension before October 31, 2023. The average time will change when all calls are closed.

In reviewing the events, the results this month, trends are as follows:

From October 1 – October 31, 2023, 97 % of the calls were for Routine 120 mins/48 HRS, 1% of the calls were for Routine 120 mins/24 HRS and 1% of the calls were for Critical 60 mins/4 HRS.

EVENT STATS - Prince George							
November 1, 2023 - November 30, 2023							
PG	Ratio	# of Calls Opened	# of Calls Closed	# of Calls Still Open	Average Time to Respond *	Average Complete Time from Report to Close**	Average Complete Time from Respond to Close***
Routine 120 mins/48 HRS	81%	50	49	1	0 days, 0 hrs, 35 mins	1 days, 3 hrs, 13 mins	1 days, 2 hrs, 43 mins
Routine 120 mins/24 HRS	2%	1	1	0	0 days, 1 hrs, 21 mins	0 days, 15 hrs, 16 mins	0 days, 13 hrs, 55 mins
Critical 60 mins/4 HRS	6%	4	3	1	0 days, 0 hrs, 15 mins	0 days, 6 hrs, 38 mins	0 days, 6 hrs, 18 mins
Critical 8 HRS	5%	3	2	1	0 days, 0 hrs, 4 mins	0 days, 0 hrs, 45 mins	0 days, 0 hrs, 41 mins
Emergency 30 mins/4 HRS	6%	4	3	1	0 days, 0 hrs, 11 mins	0 days, 2 hrs, 15 mins	0 days, 2 hrs, 6 mins
<b>Total Calls</b>	<b>100%</b>	<b>62</b>	<b>58</b>	<b>4</b>			

\* Average time to respond is based on the number of responded calls before November 30, 2023. The average time will change when all calls are responded.

\*\* Average complete time from report to close is based on the number of calls closed with NO extension before November 30, 2023. The average time will change when all calls are closed.

\*\*\*Average complete time from respond to close is based on the number of calls responded and closed with NO extension before November 30, 2023. The average time will change when all calls are closed.

In reviewing the events, the results this month, trends are as follows:

From November 1 – November 30, 2023, 81% of the calls were for Routine 120 mins/48 HRS,

2% of the calls were for Routine 120 mins/24 HRS, 6% of the calls were Critical 60 mins/4 HRS, 5% of the calls were for Critical 8 HRS, and 6% of the calls were for Critical emergency calls.



December 1, 2023 - December 31, 2023							
PG	Ratio	# of Calls Opened	# of Calls Closed	# of Calls Still Open	Average Time to Respond *	Average Complete Time from Report to Close**	Average Complete Time from Respond to Close***
Routine 120 mins/48 HRS	76%	25	19	6	0 days, 0 hrs, 58 mins	1 days, 11 hrs, 47 mins	1 days, 11 hrs, 11 mins
Routine 120 mins/24 HRS	3%	1	0	1	0 days, 0 hrs, 22 mins	N/A	N/A
Routine 24 HRS/48 HRS	15%	5	2	3	0 days, 0 hrs, 9 mins	0 days, 21 hrs, 36 mins	0 days, 21 hrs, 33 mins
Critical 60 mins/4 HRS	6%	2	1	1	0 days, 0 hrs, 15 mins	0 days, 3 hrs, 32 mins	0 days, 3 hrs, 23 mins
Critical 8 HRS	0%	0	0	0	N/A	N/A	N/A
Emergency 30 mins/4 HRS	0%	0	0	0	N/A	N/A	N/A
<b>Total Calls</b>	<b>100%</b>	<b>33</b>	<b>22</b>	<b>11</b>			

\* Average time to respond is based on the number of responded calls before December 31, 2023. The average time will change when all calls are responded.

\*\* Average complete time from report to close is based on the number of calls closed with NO extension before December 31, 2023. The average time will change when all calls are closed.

\*\*\* Average complete time from respond to close is based on the number of calls responded and closed with NO extension before December 31, 2023. The average time will change when all calls are closed.

In reviewing the events, the results this month, trends are as follows:

From December 1 – December 31, 2023, 76% of the calls were for Routine 120 mins/48 HRS,

3% of the calls were for Routine 120 mins/24 HRS, 15% of the calls were for Routine 24 HRS/48 HRS, 6% of the calls were Critical 60 mins/4 HRS, 0% of the calls were for Critical 8 HRS, and 0% of the calls were for Critical emergency calls.

## *Transmittal ~ PGCPS 1- Report*

### Project Information

Project Name PGCPS	Transmitted To PGCPS	Transmitted By Natasha Henderson
Customer PGCPS	Office of Alternative Infrastructure Planning and Development  Louis Wilson Sr. Facilities Administration Building, Trailer #10 13300 Old Marlboro Pike Upper Marlboro, Maryland 20772	Signature
Project Number / Customer Reference No.  Honeywell Project#		Date  Oct 10, 2023

### Transmittal Information

<b>We are sending</b> <input type="checkbox"/> Under Separate Cover <input checked="" type="checkbox"/> Herewith	<b>Delivered Via</b> <input type="checkbox"/> Hand <input checked="" type="checkbox"/> E - Mail <input type="checkbox"/> Other _____	<b>Package Transmitted For</b> <input checked="" type="checkbox"/> Use and Files <input type="checkbox"/> Review & Comments <input type="checkbox"/> Final Approval
--	---	--

Copies	Item / Drawing	Description
1	Performance Monitor Report	PGCPS July 2023 Performance Summary
1	Monthly Summary of All Calls	PGCPS Aug 2023 Performance Summary
1	Monthly Summary of All Open Calls	PGCPS Sept 2023 Performance Summary
1	Monthly Penalty Report	QFM- PGCPS– Sept 2023 Penalty Report
1	SB Previous Months Open Calls	PGCPS Open Call older than 30 days

Cc:

Company Name	Contact Name	Email.	Registered Email
PGCPS	<b>Herb Allan</b>	<a href="mailto:herb.allen@pgcps.org">Herb Allen &lt;herb.allen@pgcps.org&gt;</a>	Yes
Fengate	Paul Paolone	<a href="mailto:paul.paolone@fengate.com">paul.paolone@fengate.com</a>	Yes
Honeywell Inc.	Dennis Crawford	<a href="mailto:dennis.crawford@honeywell.com">dennis.crawford@honeywell.com</a>	Yes
Honeywell Inc.	Natasha Henderson	<a href="mailto:Natasha.Henderson@Honeywell.com">Natasha.Henderson@Honeywell.com</a>	Yes
Honeywell Inc.	Jeffery Young	<a href="mailto:jeffrey.a.young@honeywell.com">jeffrey.a.young@honeywell.com</a>	Yes

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## 1. EXECUTIVE SUMMARY

During the period of July 14 to September 30, 2023, Honeywell did not record any Health/Life Safety incidents for the portfolio. All planned monthly maintenance for August and September has been completed and we continue addressing open demand events.

- On July 14<sup>th</sup>, 2023, Drew Freeman, Kenmoor, Sonia Sotomayor at Adelphi and Hyattsville Schools achieved School Occupancy Readiness. On August 4<sup>th</sup>, 2023, Walker Mill Middle School achieved School Occupancy Readiness. Formal Ribbon Cutting ceremonies were performed at the first five schools September 18-22, 2023. Colin Powell School is scheduled to achieve School Occupancy Readiness on November 8<sup>th</sup>, 2023.
- Key issues both with physical key availability and with Locker systems not working have been experienced and ongoing issues are being resolved. Honeywell International Inc. (the "Service Provider" or "Honeywell") partnered with the PGCPs Locksmith for ordering keys. Keys have been handed over in the five schools. Honeywell is working with the Gilbane Building Company (the "Design-Builder" or "Gilbane") to coordinate the handover of keys for Colin Powell ahead of the scheduled School Occupancy Readiness date.
- There have been issues identified with the 2-way traffic flow in school parking lots. A suggestion to change to one way traffic in the parking lot is warranted and PGCPs is contemplating issuing a Change Order to address.
- Roof Leaks have been making themselves known due to the heavy rains in recent weeks. Honeywell is coordinating these warranty works with Gilbane, and these will be addressed once scheduled by the roofer.
- Weeks of Sept 18 and Sept 25 saw a rise in incidents of graffiti appearing mostly in washrooms. It is noted that the cameras in the hallways are not capable of recording incidents in the washrooms and that these Unisex washrooms were designed to allow visibility from the hallway to discourage bullying. Discussions are ongoing with PGCPs to determine if modifications to camera orientation is required.
- There was a Vandalism incident on Sept 14, 2023, where two sinks were stoppered with supplied plugs and left to overflow overnight. Water damage impacted 3 classrooms. PGCPs is cooperating with investigation and is reviewing security footage. A contractor has provided quote for repair and anticipate the repair work to be scheduled over the Christmas break. A notice has been issued to PGCPs notifying of the incident and categorization of the incident as a Compensation Event.
- Ongoing issues with intermittent Wi-Fi/Internet access at the schools is creating communication challenges for Honeywell Building operators to receive and update their work orders in a timely manner. The matter has been raised with PGCPs and their IT are supporting Honeywell in resolving the remaining issues.
- Punchlist and Warranty items are being addressed by Gilbane. The Warranty completion process and communication has greatly improved between the parties in recent weeks. Gilbane

has direct access to Honeywell's CMMS and are using a shared email account to distribute communications of events.

- Learning curves for School staff (e.g., Principals, Administration Staff, Teachers, etc.) regarding interface with Honeywell Facility Management as well as scope of services has been improving as experience and familiarity grows.
- Preparations for the opening of Colin Powell K-8 school on November 8<sup>th</sup>, 2023, are in progress. Access to Facility Management orientation materials were made available to school staff and a session is scheduled on October 9<sup>th</sup>.
- Drew Freeman Middle School and Walker Mill Middle School had two elevator entrapments due to a sensor issue. This is being addressed by Gilbane as a Warranty issue.
- Locker access has been limited because the initial combinations received were not in the format typically used by the School Board. Honeywell contacted Gilbane's subcontractor, Master Lock, to provide the correct sequences of combinations, and instructions on manipulating the lockers to gain access in the proper format so this could be loaded into the system.
- Honeywell worked with Gilbane to reprogram the light switches in the hallways to stay on during the business hours of 6:00AM-5:00PM EST at all schools' sites to help ensure that the environment in the hallways provides a safe environment. This change will assist in keeping the hallways safe for all that use these hallways.

## 2. PERFORMANCE MONITORING PROGRAM

### (a) Summary of each Demand Requisition

All monitoring as required has been performed pursuant to the Performance Monitoring Program and a summary of all findings as listed below.

Item	Description	Action
1a-1	Status of Preventive Maintenance (PM) has been completed for the month of July 2023.	No PM's issued in July 2023.
1a-2	Status of Preventive Maintenance (PM) has been completed for the month of August 2023.	All Preventive Maintenance (PM) has been completed for the month of August 2023.
1a-3	Status of Preventive Maintenance (PM) that has been completed for the month of September 2023.	All Preventive Maintenance (PM) has been completed for the month of September 2023.



Monthly PM  
(Aug).pdf



Monthly PM  
(Sept).pdf

### (b) Summary of each Demand Requisition

A summary of each Demand Requisition received by the Help Desk, including the applicable Required Response Time and Rectification Period, and Developer's Actual Response Time.

Item	Description	Action
a-1	NUMBER of Demand Requisitions (DR) have been received for the month of July 2023.	No DR's issued in July 2023.
a-2	NUMBER of Demand Requisitions (DR) have been received for the month of August 2023.	All Demand Requisitions (DR) <b>(24)</b> (have been addressed/completed for the month of August 2023. Refer to attached Event Summary Report below.
a-3	NUMBER of Demand Requisitions (DR) have been received for the month of September 2023.	All Demand Requisitions (DR) <b>(209)</b> have been addressed/completed for the month of September 2023. Refer to attached Event Summary Report below.



PG August 2023 All  
Calls.pdf



PG September 2023  
All Calls.pdf

(c) Summary of Incidents and Vandalism

A summary of all Incidents and Vandalism.

Item	Description	Action
a-1	NUMBER of Vandalism Incidents (VI) addressed for the month of July 2023.	No VI's issued in July 2023.
a-2	NUMBER of Vandalism Incidents (VI) addressed for the month of August 2023.	1 VI's issued in August 2023. (Event# 141 - Broken glass.)
a-3	NUMBER of Vandalism Incidents (VI) addressed for the month of September 2023.	All Vandalism Incidents (VI)(10) addressed for the month of September 2023 Refer to attached VI Report. (Event# 250, 489, 496, 503, 504, 527, 540, 541, 542 – Graffiti.) Overflow Sink-water damage Incident Report -Sept 14, 2023



EventWorksheet141.pdf



EventWorksheet250.pdf



EventWorksheet489.pdf



EventWorksheet496.pdf



EventWorksheet503.pdf



EventWorksheet504.pdf



EventWorksheet527.pdf



EventWorksheet540.pdf



EventWorksheet541.pdf



EventWorksheet542.pdf



PGCPS Incident Report -Sept 14-2023

Honeywell is in the process of collecting the invoices for the Vandalism incidents identified above and will update the schedule and provide documentation for the next reporting period. (See below for current status)



Vandalism-Tracking-2023-Q3.xlsx

(d) Accounting of Services Period Reserve Account during the Quarter

Month	SRA Opening Balance	Description of Changes (Deposit/Transfer/Withdrawal)	Amount of Change (\$USD)	Closing Balance (\$USD)
July 2023	\$37.64	Interest (\$0.13); Deposit for first 4 schools (\$115,007.92)	\$115,008.05	\$115,045.69
August 2023	\$115,045.69	Interest (\$278.54); Deposit for fifth school (\$28,751.98)	\$29,030.50	\$144,076.19
September 2023	\$144,076.19	Interest (\$562.72)	\$562.72	\$144,638.91

(e) Summary of all Unavailability Events and Performance Failures

A summary of all Unavailability Events and Performance Failures, including Developer's Actual Response Time and Rectification Period in respect of each;

Item	Description	Action
b-1	NUMBER of Unavailability Events and Performance Failures (UE/PF) addressed for the month of <b>July</b> 2023.	No UE/PF's have been issued in July.
b-2	NUMBER of Unavailability Events and Performance Failures (UE/PF) addressed for the month of <b>August</b> 2023.	No UE/PF's have been issued in August.
b-3	NUMBER of Unavailability Events and Performance Failures (UE/PF) addressed for the month of <b>September</b> 2023.	No UE/PF's have been issued in September.

(f) Summary of Availability Payment.

A summary and calculations of all adjustments to the relevant Availability Payment and details of the root cause or causes of each Deduction, including a separate accounting.

Item	Description	Action
c-1	NUMBER of Availability Payment and Deductions (APD) addressed for the month of <b>July</b> 2023.	No APD's issued in July 2023.
c-2	NUMBER of Availability Payment and Deductions (APD) addressed for the month of <b>August</b> 2023.	No APD's issued in August 2023.
c-3	NUMBER of Availability Payment and Deductions (APD) addressed for the month of <b>September</b> 2023.	No APD's issued in September 2023.



July 2023

Payment\_Adjustment.



August

Payment\_Adjustment.



September 2023

Payment Adjustment

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(g) All statistical data required for any state or federal reports or returns.

All statistical data required for any state or federal reports or returns reasonably required by PGCPs.

Item	Description	Action
d-1	Statistical Data (SD) required for the month of July 2023.	No SD's issued in July 2023.
d-2	Statistical Data (SD) required) for the month of August 2023.	No SD's issued in August 2023.
d-3	Statistical Data (SD) required for the month of September 2023.	None at this time

(h) Summary of all life safety actions and statutory testing.

A summary of all life safety actions and statutory testing, such as fire extinguisher inspections, generator testing, and sprinkler testing conducted during the relevant Quarter.

Item	Description	Action
e-1	NUMBER of Life Safety actions and Statutory Testing (LS/ST) addressed for the month of <b>July</b> 2023.	No LS/ST's issued in July 2023.
e-2	NUMBER of Life Safety actions and Statutory Testing (LS/ST) addressed for the month of <b>August</b> 2023.	All Life Safety actions, and Statutory Testing (LS/ST) <b>(5) have been</b> completed for the month of August 2023.
e-3	NUMBER of <b>Life</b> Safety actions and Statutory Testing (LS/ST) addressed for the month of <b>September</b> 2023.	All Life Safety actions, and Statutory Testing (LS/ST) <b>(5) have been</b> completed for the month of September 2023.

### 3. **LIFESAFETYINSPECTIONSARECOMPLETEDONCEPERMONTHPERSCHOOL (REFERTOMONTHLYPLANNED MAINTENANCE IN AUGUST, SEPTEMBER – ATTACHMENTS IN 2 PERFORMANCE MONITORING PROGRAM**

(i) Summary of each Demand Requisition

All monitoring as required has been performed pursuant to the Performance Monitoring Program and a summary of all )

The life safety actions that are included in the Monthly Safety activity are as follows:

- Fire Alarm panel checked to ensure the system is working as per design.
- Fire Extinguishers are available for an emergency.
- Exit lights are functional.
- Emergency lighting is functional.
- Exterior Egress doors are operative.
- Emergency phone in the elevator is active.

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Page 8 of 15

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(j) Summary detailing the implementation of the Annual Service Plan:

a. Staffing plan

the staffing plan, including details of personnel changes, training, and methods statements.

Item	Description	Action
f-1	Staffing plan for the month of Oct 2023.	Refer to Staffing List/Schedule.
f-2	Staffing plan for the month of Nov 2023.	Refer to Staffing List/Schedule.
f-3	Staffing plan for the month of Dec 2023.	Refer to Staffing List/Schedule.

b. Staff Operations for Q3

Item	Staffing	Role/Position	
1	Natasha Henderson	DFM	All Locations/Float
2	JB Kenney-Ali	Warranty Mgr.	All Locations/Float
3	Kevin Gabus	Honeywell Tech	All Locations/Float
4	Phil	Honeywell Tech	All Locations/Float
5	Jeremy Parker	Building Operator Lead Hand - Field Service Supervisor	Kenmoor MS
6	Dwayne Burrows (Backup)	Supervisor)	All Locations/Float
7	Clarence Godfrey	Building Operator	Hyattsville MS/ Adelphi MS
8	Michael Simmons	Building Operator	Drew Freeman MS
9	Adrien Arrington	Building Operator	Walker Mill MS
10	Kevin Braxton (Backup)	Building Operator (Back-up)	Adelphi MS

c. Staffing Plan – Q4

Operator	Role	School assignment
Natasha Henderson	Director Facility Management	All Locations/ Float
JB Kenney-Ali	Warranty Manager	All Locations/ Float
Jeremy Parker	Building Operator -Lead	As required
Clarence Godfrey	Building Operator	Hyattsville/ Adelphi
Michael Simmons	Building Operator	Drew-Freeman/ Colin Powell
Adrien Arrington	Building Operator (Backup)	Walker Mill/ Kenmoor
Dwayne Burrows (Backup)	Building Operator-Supervisor	As required
Kevin Braxton (Backup)	Building Operator (Backup)	As required
Kevin Gabus	Honeywell BMS Technician	As required
Phil Balraj (Backup)	Honeywell BMS Technician (Backup)	As required

d. Demand Maintenance

all Demand Maintenance performed during the relevant Quarter; and

<b>Item</b>	<b>Description</b>	<b>Action</b>
1	Demand Maintenance performed for the month of July 2023.	Refer to Summary Event Report for the month of July 2023.
2	Demand Maintenance performed for the month of August 2023.	Refer to Summary Event Report for the month of August 2023.
3	Demand Maintenance performed for the month of September 2023.	Refer to Summary Event Report the month of September 2023.

e. Scheduled Maintenance, statutory testing, and planned shutdowns.

All Scheduled Maintenance, statutory testing, and planned shutdowns planned for the next Quarter, including schedules and methods statements.

Item	Description	Action
1	Scheduled Maintenance, and planned shutdowns for the month of Oct 2023.	Refer to Scheduled Maintenance, and planned shutdowns schedule for the month of Oct 2023.
2	Scheduled Maintenance, and planned shutdowns for the month of Nov 2023.	Refer to Scheduled Maintenance, and planned shutdowns schedule for the month of Nov 2023.
3	Scheduled Maintenance, and planned shutdowns for the month of Dec 2023.	Refer to Scheduled Maintenance, and planned shutdowns schedule for the month of Dec 2023.
j-4	Scheduled Maintenance, and planned shutdowns for Q4.	Refer to attached Schedule for Maintenance, and planned shutdowns.



Monthly PM (Oct).pdf



Monthly PM (Nov).pdf



Monthly PM (Dec).pdf



Quarterly Planned Maintenance.pdf

- Damage – work in progress to schedule repairs of classrooms due to recent plugged sinks in Science classroom (flood)
- Planned generator test for next quarter

f. Other Services.

The delivery of all other Services.

Item	Description	Action
g-1	Delivery of all other Services performed for the month of July 2023.	There are no Event Reports for the month of July 2023.
g-2	Delivery of all other Services performed for the month of August 2023.	Refer to Summary Event Report for the month of August 2023 attached below.
g-3	Delivery of all other Services performed for the month of September 2023.	Refer to Summary Event Report the month of September 2023 attached below.



PG August 2023 All Calls.pdf



PG August 2023 All Open Calls.pdf



PG September 2023 All Calls.pdf



PG September 2023 All Open Calls.pdf

(k) Summary of Developer’s Community Engagement and Outreach Plan

A summary of Developer’s activities with respect to, and in furtherance of, the Community Engagement and Outreach Plan; and

<b>Item</b>	<b>Description</b>	<b>Action</b>
h-1	Developer’s activities with respect to, and in furtherance of, the Community Engagement and Outreach Plan performed for the month of July 2023	No Community Engagement and Outreach events for the month of July 2023
h-2	Developer’s activities with respect to, and in furtherance of the Community Engagement and Outreach Plan performed for the month of August 2023	No Community Engagement and Outreach events for the month of August 2023.
h-3	Developer’s activities with respect to, and in furtherance of, the Community Engagement and Outreach Plan performed for the month of September 2023	Sept 18-22, 2023: Ribbon Cutting Ceremonies at Sonia Sotomayor @ Adelphi Drew Freeman MS Hyattsville MS Kenmoor MS Walker Mill MS

(l) Failure of any Maintained Element

A copy of any reports required by a Governmental Authority in respect of the failure of any Maintained Element.

<b>Item</b>	<b>Description</b>	<b>Action</b>
i-1	No failures of a Maintained Element in the month of July 2023.	There are no Governmental Authority Report(s) due for the month of July 2023.
i-2	No failures of a Maintained Element in the month of August 2023.	There are no Governmental Authority Report(s) due for the month of August 2023.
i-3	No failures of a Maintained Element in the month of September 2023.	There are no Governmental Authority Report(s) due for the month of September 2023

## 4. ATTACHMENTS

### Event Summary Report (QFM)

EVENT STATS - Prince George July 1, 2023 - July 31, 2023							
PG	Ratio	# of Calls Opened	# of Calls Closed	# of Calls Still Open	Average Time to Respond *	Average Complete Time from Report to Close**	Average Complete Time from Respond to Close***
Routine 120 mins/48 HRS	#DIV/0!	0	0	0	N/A	N/A	N/A
Routine 120 mins/24 HRS	#DIV/0!	0	0	0	N/A	N/A	N/A
Critical 60 mins/4 HRS	#DIV/0!	0	0	0	N/A	N/A	N/A
<b>Total Calls</b>	<b>N/A</b>	<b>0</b>	<b>0</b>	<b>0</b>			

\* Average time to respond is based on the number of responded calls before July 31, 2023. The average time will change when all calls are responded.

\*\* Average complete time from report to close is based on the number of calls closed with NO extension before July 31, 2023. The average time will change when all calls are closed.

\*\*\*Average complete time from respond to close is based on the number of calls responded and closed with NO extension before July 31, 2023. The average time will change when all calls are closed.

In reviewing the events, the results this month, trends are as follows:  
 From July 1 – July 31, 2023, 0 % of the calls were for Routine 120 mins/48 HRS,  
 0% were for Routine 120 mins/24 HRS and 0% Critical emergency calls.

EVENT STATS - Prince George August 1, 2023 - August 31, 2023							
PG	Ratio	# of Calls Opened	# of Calls Closed	# of Calls Still Open	Average Time to Respond *	Average Complete Time from Report to Close**	Average Complete Time from Respond to Close***
Routine 120 mins/48 HRS	79%	19	5	14	0 days, 1 hrs, 7 mins	0 days, 13 hrs, 4 mins	0 days, 12 hrs, 2 mins
Routine 120 mins/24 HRS	8%	2	2	1	0 days, 0 hrs, 15 mins	0 days, 12 hrs, 2 mins	0 days, 11 hrs, 46 mins
Critical 60 mins/4 HRS	13%	3	3	0	0 days, 0 hrs, 4 mins	0 days, 3 hrs, 37 mins	0 days, 3 hrs, 33 mins
<b>Total Calls</b>	<b>100%</b>	<b>24</b>	<b>10</b>	<b>15</b>			

\* Average time to respond is based on the number of responded calls before August 31, 2023. The average time will change when all calls are responded.

\*\* Average complete time from report to close is based on the number of calls closed with NO extension before August 31, 2023. The average time will change when all calls are closed.

\*\*\*Average complete time from respond to close is based on the number of calls responded and closed with NO extension before August 31, 2023. The average time will change when all calls are closed.

In reviewing the events, the results this month, trends are as follows:

From August 1 – August 31, 2023, 79% of the calls were for Routine 120 mins/48 HRS,

**CLASSIFICATION:** Honeywell Confidential

8% were for Routine 120 mins/24 HRS and 13% Critical emergency calls.

EVENT STATS - Prince George							
September 1, 2023 - September 30, 2023							
PG	Ratio	# of Calls Opened	# of Calls Closed	# of Calls Still Open	Average Time to Respond *	Average Complete Time from Report to Close**	Average Complete Time from Respond to Close***
Deficiency 1 Mth	4%	8	7	1	0 days, 12 hrs, 43 mins	6 days, 14 hrs, 56 mins	6 days, 0 hrs, 27 mins
Routine 120 mins/48 HRS	91%	191	159	32	0 days, 0 hrs, 55 mins	2 days, 8 hrs, 35 mins	2 days, 7 hrs, 55 mins
Routine 120 mins/24 HRS	2%	4	4	0	0 days, 0 hrs, 11 mins	0 days, 8 hrs, 39 mins	0 days, 8 hrs, 27 mins
Critical 60 mins/4 HRS	3%	6	6	0	0 days, 0 hrs, 17 mins	0 days, 2 hrs, 28 mins	0 days, 2 hrs, 11 mins
<b>Total Calls</b>	<b>96%</b>	<b>209</b>	<b>176</b>	<b>33</b>			
* Average time to respond is based on the number of responded calls before September 30, 2023. The average time will change when all calls are responded.							
** Average complete time from report to close is based on the number of calls closed with NO extension before September 30, 2023. The average time will change when all calls are closed.							
*** Average complete time from respond to close is based on the number of calls responded and closed with NO extension before September 30, 2023. The average time will change when all calls are closed.							

In reviewing the events, the results this month, trends are as follows:

From September 1 – September 30, 2023, 4% Deficiency 1 Month, 91% of the calls were for Routine 120 mins/48 HRS, 2% were for Routine 120 mins/24 HRS and 3% Critical emergency calls.