

## DC Official Code § 2-534 (a)(4) deliberative process

**From:** [Udejiofor, Ikenna \(DGS\)](#)  
**To:** [Imo, Ikeogu \(DGS\)](#)  
**Cc:** [Hicks, Tiwana \(DGS\)](#)  
**Bcc:** [Udejiofor, Ikenna \(DGS\)](#)  
**Subject:** Perry Street Prep: 1800 Perry Street, NE - Perry Street Prep Sublease to St. Jerome's Institute, Inc.  
**Date:** Monday, February 25, 2019 4:11:22 PM  
**Attachments:** [DRAFT - PSP sublease agreement 18-19.pdf](#)  
[2117\\_001.pdf](#)

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FYI – Be advised that DME never opined on Perry Street Prep proposed Sublease to SJI pursuant to Article XV, Section 15.01, Section F of their Lease Agreement.

Transaction synopsis:

Perry Street Prep PCS has been in discussion with Saint Jerome Institute, a not for profit private independent high school, regarding space utilization for the 2019-2020 school year. Saint Jerome is interested in utilizing a very small portion (approx. 6,000 sq./feet) of our 3rd floor that is not in use currently. This is less than 3% of our total building square footage. Due to the size of this anticipated use (in addition to our current leased space with the Incubator), we have entered into these lease discussions with Saint Jerome's based on our understanding of Article XV, Section 15.01, Section F of our Lease Agreement with the District of Columbia. We see this use to be compatible with the Permitted Use (P.2, Section H) as they are providing youth educational services further offering school choice and opportunity to district residents.

Kind regards,

Ikenna Udejiofor  
Portfolio Division  
Department of General Services  
2000 - 14th Street, NW, 8th Floor  
Washington, DC 20009  
Office: (202) 698-1604  
Fax: (202) 727-9877

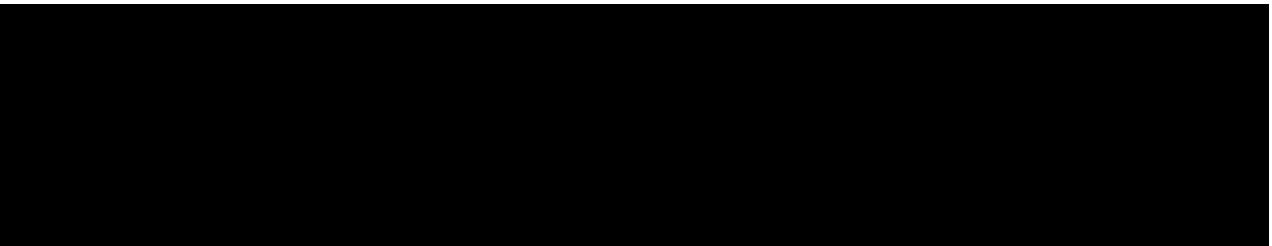
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**From:** Kelly Smith [mailto:ksmith@pspdc.org]  
**Sent:** Monday, February 25, 2019 2:14 PM  
**To:** Udejiofor, Ikenna (DGS) <ikenna.udejiofor@dc.gov>  
**Subject:** Re: FW: Incubator Leases Agreements, assignments and sublease

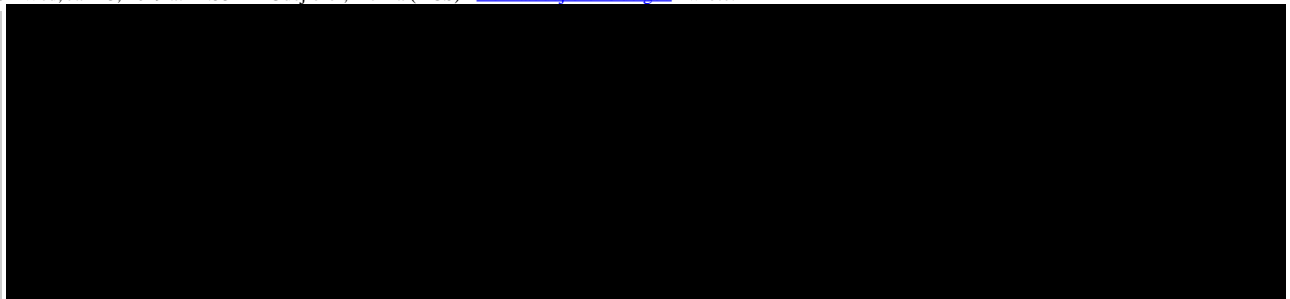
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Hi Ikenna, Thank you for your email.



Thank you, Kelly

On Wed, Jan 23, 2019 at 12:53 PM Udejiofor, Ikenna (DGS) <[ikenna.udejiofor@dc.gov](mailto:ikenna.udejiofor@dc.gov)> wrote:



Kind regards,

Ikenna Udejiofor  
Portfolio Division

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Department of General Services  
2000 - 14th Street, NW, 8th Floor  
Washington, DC 20009  
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**From:** Kelly Smith [mailto:[ksmith@pspdc.org](mailto:ksmith@pspdc.org)]

**Sent:** Tuesday, January 08, 2019 11:32 AM

**To:** Udejiofor, Ikenna (DGS) <[ikenna.udejiofor@dc.gov](mailto:ikenna.udejiofor@dc.gov)>

**Subject:** Re: Incubator Leases Agreements, assignments and sublease

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On Fri, Jan 4, 2019 at 2:38 PM Udejiofor, Ikenna (DGS) <[ikenna.udejiofor@dc.gov](mailto:ikenna.udejiofor@dc.gov)> wrote:

Kind regards,

Ikenna Udejiofor  
Portfolio Division  
Department of General Services  
2000 - 14th Street, NW, 8th Floor  
Washington, DC 20009  
Office: (202) 698-1604  
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**From:** Kelly Smith [mailto:[ksmith@pspdc.org](mailto:ksmith@pspdc.org)]

**Sent:** Thursday, January 03, 2019 9:06 AM

**To:** Udejiofor, Ikenna (DGS) <[ikenna.udejiofor@dc.gov](mailto:ikenna.udejiofor@dc.gov)>

**Cc:** Imo, Ikeogu (DGS) <[ikeogu.imo@dc.gov](mailto:ikeogu.imo@dc.gov)>; Fuller, Yohance (DGS) <[yohance.fuller@dc.gov](mailto:yohance.fuller@dc.gov)>

**Subject:** Re: Incubator Leases Agreements, assignments and sublease

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Happy New Year! Is there a time you would be available for a call this week? We would like to wrap up any questions as soon as possible as we need to take next steps. Thank you, Kelly

On Fri, Dec 21, 2018 at 7:58 AM Kelly Smith <[ksmith@pspdc.org](mailto:ksmith@pspdc.org)> wrote:

Please find the signed affidavit attached. We had them go ahead and get it fully notarized for our own due diligence.

On Wed, Dec 19, 2018 at 10:21 AM Udejiofor, Ikenna (DGS) <[ikenna.udejiofor@dc.gov](mailto:ikenna.udejiofor@dc.gov)> wrote:

Kind regards,

Ikenna Udejiofor  
Portfolio Division  
Department of General Services  
2000 - 14th Street, NW, 8th Floor

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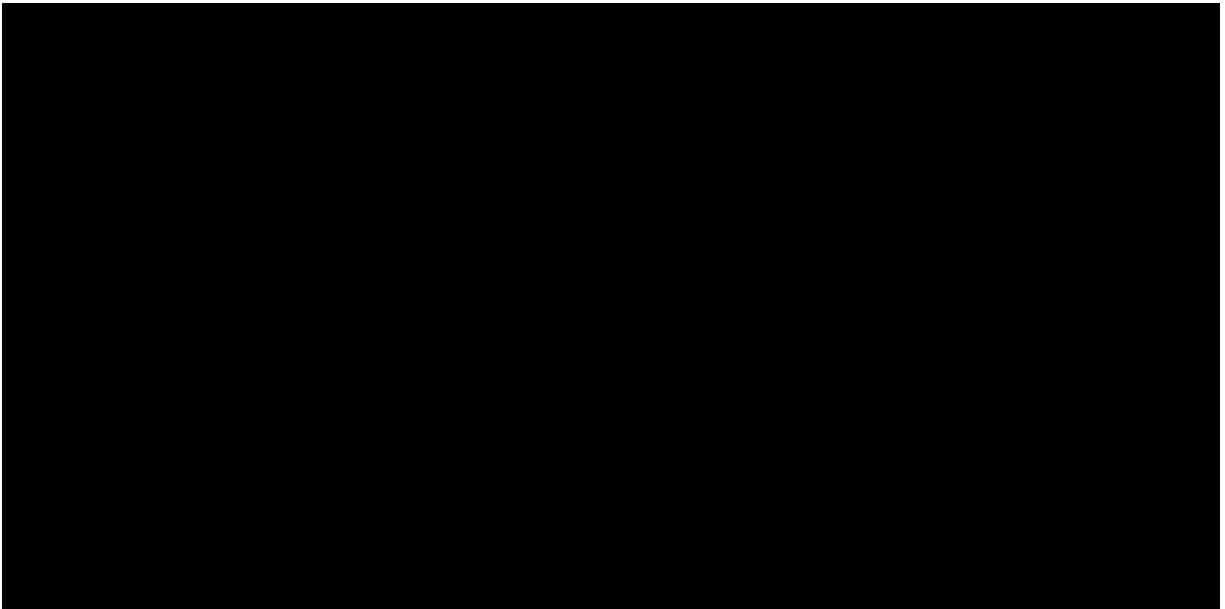
Washington, DC 20009  
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**From:** Kelly Smith [mailto:[ksmith@pspdc.org](mailto:ksmith@pspdc.org)]  
**Sent:** Wednesday, December 19, 2018 9:48 AM  
**To:** Udejiofor, Ikenna (DGS) <[ikenna.udejiofor@dc.gov](mailto:ikenna.udejiofor@dc.gov)>  
**Cc:** Imo, Ikeogu (DGS) <[ikeogu.imo@dc.gov](mailto:ikeogu.imo@dc.gov)>; Fuller, Yohance (DGS) <[yohance.fuller@dc.gov](mailto:yohance.fuller@dc.gov)>  
**Subject:** Re: Incubator Leases Agreements, assignments and sublease

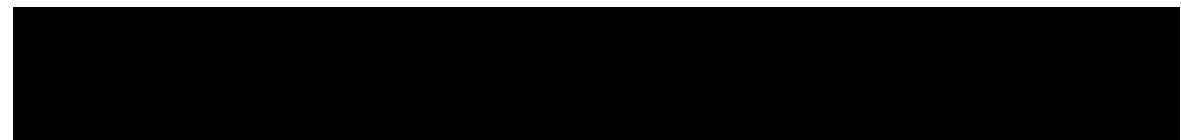
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Thank you for your email. Please see responses below to each of the subsections per your request. Please let me know if you have any questions or would like to discuss further.



Kelly

On Tue, Dec 18, 2018 at 10:43 AM Udejiofor, Ikenna (DGS) <[ikenna.udejiofor@dc.gov](mailto:ikenna.udejiofor@dc.gov)> wrote:



Below are the outcomes for each school's review and renewals.

School	Grades Currently Served	Ward	Review Point	Board Decision	Information
City Arts & Prep PCS	PK3 - 8	5	15th-year renewal	Not to renew the charter. The school will close at the end of the 2018-19 school year.*	<a href="#">Report</a>
Democracy Prep PCS	PK3 - 8	8	5th-year review	To initiate revocation of the school's charter.*	<a href="#">Report</a>
Lee Montessori PCS	PK3 - 5	5	5th-year review	To continue the school's charter without conditions.	<a href="#">Report</a>
Meridian PCS	PK3 - 8	1	20th-year review	To continue the school's charter, with conditions.	<a href="#">Report</a>

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National Collegiate Prep PCHS	9 - 12	8	10th-year review	To initiate revocation of the school's charter.*	<a href="#">Report</a>
Perry Street Prep PCS	PK3 - 8	5	20th-year review	To continue the school's charter, with conditions.	<a href="#">Report</a>
Roots PCS	PK3 - 5	4	20th-year review	To continue the school's charter, with conditions.	<a href="#">Report</a>

Source: <https://www.dcpesb.org/blog/board-acts-seven-public-charter-schools-december-board-meeting>

Kind regards,

Ikenna Udejiofor  
Portfolio Division  
Department of General Services  
2000 - 14th Street, NW, 8th Floor  
Washington, DC 20009  
Office: (202) 698-1604  
Fax: (202) 727-9877

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**Sent:** Tuesday, December 18, 2018 10:14 AM

**To:** Udejiofor, Ikenna (DGS) <[ikenna.udejiofor@dc.gov](mailto:ikenna.udejiofor@dc.gov)>

**Cc:** Imo, Ikeogu (DGS) <[ikeogu.imo@dc.gov](mailto:ikeogu.imo@dc.gov)>; Fuller, Yohance (DGS) <[yohance.fuller@dc.gov](mailto:yohance.fuller@dc.gov)>

**Subject:** Re: Incubator Leases Agreements, assignments and sublease

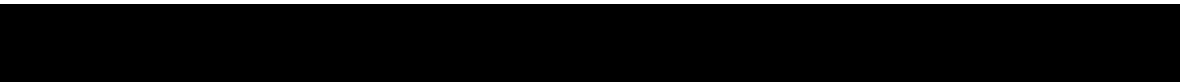
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Is there a time you could suggest for us to have a discussion? Based on our understanding of Article XV, Section 15.01, Section F of our Lease Agreement with the District of Columbia, we plan to sign a sublease before the new year and would like to better understand any questions you may have as soon as possible.

Thank you. Kelly

On Thu, Dec 13, 2018 at 4:26 PM Kelly Smith <[ksmith@pspdc.org](mailto:ksmith@pspdc.org)> wrote:

Thank you for your email.



Best,

--

Kelly Smith, M.Ed.  
Director of Operations  
Perry Street Preparatory Public Charter School  
1800 Perry Street NE - Washington DC 20018  
202-529-4400

On Thu, Dec 13, 2018 at 11:41 AM Udejiofor, Ikenna (DGS) <[ikenna.udejiofor@dc.gov](mailto:ikenna.udejiofor@dc.gov)> wrote:

Hi Kelly –

Thanks for this additional context. As I stated during previously our Portfolio Director, IK Imo and Chief Operating Officer, Yohance Fuller will review the information provided and look to engaging further as appropriate on this issue.

Kind regards,

Ikenna Udejiofor  
Portfolio Division  
Department of General Services  
2000 - 14th Street, NW, 8th Floor  
Washington, DC 20009

Office: (202) 698-1604  
Fax: (202) 727-9877

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**From:** Kelly Smith [mailto:[ksmith@pspdc.org](mailto:ksmith@pspdc.org)]  
**Sent:** Thursday, December 13, 2018 11:08 AM  
**To:** Udejiofor, Ikenna (DGS) <[ikenna.udejiofor@dc.gov](mailto:ikenna.udejiofor@dc.gov)>  
**Cc:** Imo, Ikeogu (DGS) <[ikeogu.imo@dc.gov](mailto:ikeogu.imo@dc.gov)>  
**Subject:** Re: Incubator Leases Agreements, assignments and sublease

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Hi Ikenna,

Thank you for speaking with me earlier this week. We are happy to provide more information about our potential tenant.

Perry Street Prep PCS has been in discussion with Saint Jerome Institute, a not for profit private independent high school, regarding space utilization for the 2019-2020 school year. Saint Jerome is interested in utilizing a very small portion (approx. 6,000 sq/feet) of our 3rd floor that is not in use currently. This is less than 3% of our total building square footage. Due to the size of this anticipated use (in addition to our current leased space with the Incubator), we have entered into these lease discussions with Saint Jerome's based on our understanding of Article XV, Section 15.01, Section F of our Lease Agreement with the District of Columbia. We see this use to be compatible with the Permitted Use (P.2, Section H) as they are providing youth educational services further offering school choice and opportunity to district residents. Additionally, we have noted other examples of district properties utilized for private use (i.e. The Lab School).

Please let me know if have any additional questions. Thank you, Kelly Smith

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Kelly Smith, M.Ed.  
Director of Operations  
Perry Street Preparatory Public Charter School  
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*Mayor Bowser has challenged all of us to go into the next four years guided by the question: What would you do if you were not afraid to fail? Share your answer with us at [dc2me.com](http://dc2me.com)*

--

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