

Maryland Stadium Authority
333 W. Camden Street, Baltimore, Maryland 21201
Board Minutes, August 1, 2017

OPEN MEETING

Attendants:

In Person

Thomas Kelso
James T. Smith, Jr.
Gary Mangum
Manervia Riddick
Leonard Attman
Joseph Bryce

Conference Line

Jodi Stanalonis*

*Joined at 3:15 p.m.

MSA Staff

Michael Frenz	Vernon Conaway	Rachelina Bonacci
Gary McGuigan	Terry Hasseltine	Linda Pohuski
David Raith	Eric Johnson	
John Samoryk	Al Tyler	
Daniel Brann	Carmina Perez-Fowler	

Counsel

Cynthia Hahn
Bruce Benschoff
Amy Mataban

Other

Timothy Barr
Ehan Weech
Jordan Frenz

Call to Order

Chairman Kelso called the meeting to order in the Executive Boardroom at 3:04 p.m. and asked if there were any changes or questions on the July 11, 2017 open and closed meeting minutes. There were none.

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Minutes

July 11, 2017 Open Meeting Minutes

Motion to Approve: Mr. Attman
Second: Mr. Bryce
Unanimous

July 11, 2017 Closed Meeting Minutes

Motion to Approve: Mr. Attman
Second: Mr. Bryce
Unanimous

Contracts and Approvals

Camden Yards Sports Complex

Presentation by Mr. Conaway - Hazardous Materials Monitoring Services

Mr. Conaway recommended that MSA enter into a contract with the Baltimore City Fire Department (BCFD) for Hazardous Materials (HazMat) monitoring services for events held at Camden Yards Sports Complex, including M&T Bank Stadium and Oriole Park. The Agreement and utilization of services is not to exceed One Hundred Thousand Dollars (\$100,000) and thirty (30) events for the term.

Motion to Consider: Mr. Smith
Second: Mr. Bryce

Discussion: None

Motion to Approve: Ms. Riddick
Second: Mr. Attman
Unanimous

Presentation by Mr. Frenz - DGS Procurement of Energy for Camden Yards

Mr. Frenz presented an agreement authorizing DGS to purchase energy on behalf of MSA. In reviewing the energy purchasing strategy it was found that a written agreement does not exist. MSA is currently reviewing the electricity purchasing strategy to determine if it is in MSA's best interest to purchase electricity through DGS.

Motion to Consider: Mr. Smith
Second: Mr. Bryce

Discussion: MSA will explore direct purchase of energy. This agreement will be extended through the research and decision process.

Motion to Approve: Mr. Smith
Second: Ms. Riddick
Unanimous

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Baltimore City Public Schools

Presentation by Mr. McGuigan - Construction and Revitalization Act of 2013 MOU Amendment 1

Mr. McGuigan made a recommendation to amend the four (4) party Memorandum of Understanding for the Baltimore City Public Schools Construction and Revitalization Act of 2013. The Original MOU approved by the four parties and the Board of Public Works established, among other requirements, the roles and responsibilities of the parties as it relates to managing and administering projects identified in the Program.

Under the original MOU, Baltimore City Schools (BCS) was to actively manage renovation projects, and the MSA was to actively manage new, replacement, and some renovation projects. Starting September 2016, MSA has now been assigned three of the four Plan Year 1 projects that BCS was actively managing. This amendment formalizes MSA's role to manage all Plan Year 1 and Plan Year 2 projects within the program, under the same terms identified in the original MOU.

Motion to Consider: Mr. Smith

Second: Mr. Mangum

Discussion: None

Motion to Approve: Mr. Bryce

Second: Ms. Riddick

Unanimous

Presentation by Ms. Perez-Fowler for Architect & Engineering (A&E) Services for Calvin M. Rodwell Elementary/Middle School and Bay-Brook Elementary/Middle School

Ms. Perez-Fowler recommended the award of two A&E professional services contracts for two Baltimore City Schools projects.

Design Collective, Inc + Samaha Associates, PC JV in the amount of \$1,670,674 was recommended for planning, design, and construction administration services for Calvin M. Rodwell Elementary School based on the highest technical score and the lowest fee. The school is estimated to cost less than \$40 million.

Crabtree, Rohrbaugh, & Associates in the amount of \$2,129,417 was recommended for planning, design, and construction administration services for the Bay-Brook Elementary School Project with the second lowest fee and the highest technical score. The school is estimated to cost more than \$40 million.

Thirty-two firms were selected to participate for each school and project specific RFPs were developed. Twelve firms submitted technical proposals based on the RFP. Four firms were selected to make oral presentations. Financial proposals were requested from the three top-ranked firms, followed by a best and final offer from the top ranked firm.

Motion to Consider: Mr. Attman

Second: Mr. Mangum

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Discussion: Detailed explanation of the price and technical scoring process supplemented the Board's understanding of the competitive process used for the bid.

Motion To Approve: Mr. Attman

Second: Ms. Riddick

Unanimous

Presentation by Perez-Fowler for Construction Management Services and Pre-Construction Management Services (CM) for Calvin M. Rodwell Elementary/Middle School (Rodwell) and Bay-Brook Elementary/Middle School (Bay-Brook)

Ms. Perez-Fowler recommended the award of a professional services contract for Rodwell to Skanska USA Building, Inc. in the amount of \$75,525.75 who had the highest technical score and offered the lowest pre-construction and construction related fees. Based on qualifications, fifteen firms were selected from those responding to the advertised RFQ. After categorizing the firms by cost and type ten firms submitted technical proposals based on the RFP qualifications. Three firms were selected to make oral presentations and all were asked for financial proposals. Financial proposals included both pre-construct pricing as well as pricing related to fee and estimated labor costs.

In the same presentation Ms. Perez-Fowler recommended the award of the professional services contract for Bay-Brook to CAM Construction Company, Inc. who had the highest overall technical score and lowest combined fee in the amount of \$90,522. An RFQ resulted in the selection of fifteen firms selected to submit proposals based on the RFP. The firms were prequalified by cost and type. Nine submitted technical proposals based on the RFP and four were short-listed for oral presentations.

Construction phase pricing is not part of the above approvals and will be negotiated and presented later with a potential contract modification.

Motion to Consider: Mr. Attman

Second: Mr. Mangum

Discussion: Pricing will not exceed the fee percentage and labor cost of the projections.

Motion to Approve: Mr. Bryce

Second: Mr. Attman

Unanimous

Presentation by Ms. Perez-Fowler for a Feasibility Study on the Robert W. Coleman Elementary School

Ms. Fowler recommended approval of a professional services contract for a feasibility study to RRMM Lukemire Architects in the amount of \$62,242.60. Thirty-one firms were selected from those responding to the RFQ. A narrowing process, including a lottery and randomly assigned teams, was developed. Four firms were selected to make oral presentations. This firm had the highest technical score and submitted the second lowest fee.

Motion to Consider: Mr. Attman
Second: Mr. Mangum

Discussion: None

Motion to Approve: Mr. Attman
Second: Ms. Riddick
Unanimous

Presentation by Mr. Johnson on Program Management Services - Contract Extension - Option Years

Mr. Johnson recommended for approval the option extension for Partners for the Revitalization of Baltimore City Schools (known as City Schools Partners or CSP) in the amount of \$11,429,218.14 for continuing program and project management services. The Board was provided a project extension showing a \$2,465,570.82 negotiated savings over the initial proposal, including a pre-negotiated 2.5% escalation rate for the two extension periods.

A summary was offered of previous administrative updates on MSA's growing and continuing involvement in managing and supporting multiple program aspects of BCS. Originally unanticipated assistance to BCS necessitated MSA filling full-time positions via CSP to handle additional programmatic responsibility.

Motion to Consider: Mr. Attman
Second: Mr. Bryce

Discussion: Clarification was provided on the evolution of changes in the agreement between BCS and MSA. MSA now manages all aspects of Year 1 and Year 2 projects except the feasibility studies and MSA provides the labor for that. The vote on this Amendment identifies and outlines the current responsibilities of MSA.

Motion to Approve: Mr. Bryce
Second: Mr. Smith
Unanimous

LEED Consulting Services

Presentation by Mr. Johnson on LEED Consulting Services -Contract Extension - Option Years
Mr. Johnson recommended approval of the option extension to Lorax Partnerships, LLC in the amount of \$1,743,463.27 for continuing administration and management of the Maryland LEED/Sustainability goals established under the MOU.

Motion to Consider: Mr. Attman
Second: Mr. Mangum

Discussion: None

Motion to Approve: Mr. Bryce
Second: Mr. Smith
Unanimous

Maryland Stadium Authority

Presentation by Mr. McGuigan on the Fair Hill MOU

Mr. McGuigan recommended approval of the MOU for the Fair Hill Race Course Master Planning and Economic Services. Based on the Board's May 2, 2017 approval to undertake this effort, DNR negotiated and approved an agreement which formalizes MSA's relationship and expected role in the project.

Motion to Consider: Mr. Attman
Second: Mr. Mangum

Discussion: The roles of Populous and Crossroads were explained to the Board. Funding for this phase has been pledged by the Fair Hill Foundation and a legislative Capital Grant.

Motion to Approve: Mr. Attman
Second: Mr. Bryce
Unanimous

Presentation by Mr. Frenz on the Hippodrome Performing Arts Center Annual Grand Garage Parking Waiver (known as the Parking Easement)

Mr. Frenz recommended approval of the Amended Declaration and Modification Agreement of the Parking Easement between MSA and University of Maryland Baltimore (UMB) for the waiver of the annual easement to reserve up to 225 parking spaces in UMB's Grand Garage. This will alleviate the necessity of an annual waiver, and the potential burden of 5% of repairs and replacements to the garage in the future.

Motion to Consider: Mr. Attman
Second: Mr. Smith

Discussion: This annually renewed agreement between multiple parties, has been cumbersome and is of little value to MSA.

Motion to Approve: Mr. Bryce
Second: Ms. Riddick
Unanimous

Informational

Executive Director's Report

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Mr. Frenz reported that MSA's MOU with MTA for Camden Station replacement was re-signed following the departure of a key MTA staff signator. The updated MOU provided for additional MSA approval rights on signage and continuity on a Camden Station or similar name.

The MSA/City Snow Agreement has been signed. No money is exchanged with respect to this operational agreement to clear/plow a specific MSA area in return for City resident vehicle parking under specific snow emergency conditions.

Mr. Frenz congratulated Mr. Hasseltine and his team for their work in securing the Four Star event for Fair Hill. Chairman Keso and Mr. Frenz will travel with Mr. Hasseltine to Saratoga, NY at the behest of the National Steeplechase Association, who is expected to help fund Fair Hill improvements.

The Governor's Office of Community Initiatives is promoting a Day of Giving in conjunction with The Basketball Tournament at Coppin State. Four teams remain in a winner-takes-all competition. Maryland Sports is assisting with logistics.

Mr. Frenz commended Senior VP Gary McGuigan and the associates at CPDG on their success in the Fort Worthington School Project. He reminded the Board of their invitation to the August 23, Ribbon Cutting event. Both he and Chairman Kelso encouraged the Board to attend.

MSA will have a presence at MACo's summer conference mid-month via CPDG and Maryland Sports who will have representatives manning the MSA booth.

Mr. Frenz thanked Mr. Hutson and Ms. Smulovitz for their rigorous work in assisting the Ravens with their M&T Phase 1 projects. The installations are complete, less some ongoing refinements with integration of the controls and displays. MSA attended the July 25, press conference announcing the Phase 1 completion and Mr. Frenz offered brief comments and appreciation.

Report of Small Procurements and Change Orders

Mr. Samoryk reported on a contract for highrise window/glass cleaning and ancillary services. He also reported on the annual lighting services contract and a mechanical contract for backflow preventers.

Baltimore City Public Schools and C.O.R.E. Update

Mr. McGuigan reported on one small contract modification on BCS, code consulting services for Year 1 Schools.

His report on BCS updated the Board with the current development status:

- two schools will open this summer
- two schools will open this winter
- five schools will open during the summer of 2018
- five schools are in design

C.O.R.E. has completed 168 projects procured, with 142 available for demolition, 133 are done, and 9 have been started as of yesterday.

Leasing Report and Financial Report

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Mr. Raith reported that all rents are up to date. MSA is currently closing the 2017 books and he will provide a more complete report at the September meeting.

Mr. Raith stated that for the Camden Yards Complex, revenues were \$3.7 million more than budgeted and overall there is an estimated positive cash flow of approximately \$4.7 million for the fiscal year.

Audit Committee Report

Mr. Brann reported on the committee's review inventory control, travel and expense reimbursement and catering commissions. He thanked Ms. Riddick, Mr. Bryce, and Ms. Staloni for their work in serving on the committee.

Security Report

Mr. Conaway reported on training opportunities for 2 programs. The first is intended to reduce overdose deaths and the second subdue bleeding. Both programs are intended for use in emergency situations with the purpose of assisting victims.

Maryland Sports Monthly and MSA Media Update

Mr. Hasseltine reported on the July 25, announcement of the USEF recommendation of Fair Hill for the Four Star Event. A November recommendation by USEF to FEI is the next step.

Mr. Hasseltine also reported that the 2026 United Bid Committee for the Soccer World Cup has been initiated. He updated the Board on the fine tuning of MSA's new website. He elaborated on the The Basketball Tournament highlighted by Mr. Frenz. Mr. Hasseltine also update members on the Youth & Amateur Sport Grant submissions being re-evaluated under new guidelines.

As part of his Media Snapshot report, Mr. Hasseltine mentioned the increase in both print and social media coverage, due primarily to the Fair Hill Four Star recommendation.

Chairman Kelso thanked the presenters for their presentations and information. He asked for a motion to close the open meeting at 4:37 p.m.

**Motion to close the open meeting: Mr. Bryce
Second Mr. Attman**

Mr. Kelso requested a motion to open the closed meeting at 4:38 p.m.

**Motion to open the closed meeting: Mr. Attman
Second: Ms. Riddick**

CLOSED MEETING

During the closed meeting Ms. Hahn discussed the status of pending litigation cases and one potential litigation case.

No action was taken during the closed meeting.

At 4:48 Mr. Kelso asked for a motion to close the closed meeting.

Motion to close the close the closed meeting: Mr. Attman
Second: Ms. Riddick

OPEN MEETING

Mr. Kelso asked for a motion to open the open meeting at 4:48 p.m.

Motion to open the open meeting: Mr. Bryce
Second: Mr. Attman

Mr. Kelso requested a motion to Adjourn at 4:48 p.m.

Motion to Adjourn: Mr. Smith
Second: Mr. Bryce

