

Maryland Stadium Authority
333 W. Camden Street - Executive Boardroom
Baltimore, Maryland 21201

Board Meeting Minutes
February 4, 2020
12 noon

OPEN MEETING

Attendance

Board

Thomas Kelso
Leonard Attman
Joe Bryce*
Gary Mangum*
Carolyn Mozell*
Manervia Riddick**
Jodi Stanalonis*

*by conference line **by conference line 12 noon to 12:20PM, then in person at 12:20PM.

Maryland Stadium Authority

Michael Frenz	Vernon Conaway
David Raith	Jocelyn Grogan-Jones
Gary McGuigan	Carmina Perez-Fowler
Jeff Provenzano	Rachelina Bonacci
Phil Hutson	Yai Waite
Al Tyler	Linda Pohuski

Counsel

Cynthia Hahn
Bruce Benshoof
Amy Mataben

Other

Amanda Yeager, Baltimore Business Journal
Rob Sizmore, Real Street
Andy Hotchkiss, Hammerjacks
Thaddeus Sheehy, Verizon

Call to Order

Time: 12 noon

Approvals

Minutes

Chairman Kelso called the meeting to order and asked for a motion to consider the open and closed minutes of January 7, 2020.

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Motion to Consider: Mr. Attman
Second: Ms. Stalonis

Discussion - None

Motion to Approve: Mr. Attman
Second: Mr. Bryce
Vote: unanimous approval

Chairman Kelso asked for a motion to consider the ad hoc open meeting minutes of January 27, 2020.

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

Discussion - None

Motion to Approve: Mr. Attman
Second: Mr. Bryce
Vote: unanimous approval

Contracts

Replacement of Multiviewer System, Router and Accessories

Presentation by Mr. Samoryk

Mr. Samoryk recommended a contract with Digital Video Group, Inc. (DVG) for \$223,647 for the 2020 baseball season.. Of four responsive bids received DVG was the lowest.

Motion to Consider: Mr. Attman
Second: Ms. Riddick

Discussion - None

Motion to Approve: Mr. Attman
Second: Mr. Bryce
Vote: unanimous approval

Emergency Medical Services (Fourth Renewal Option)

Presentation by Mr. Conaway

Mr. Conaway recommended the fourth renewal of the emergency medical services agreement between MSA and the Mayor and City Council of Baltimore. The Agreement provides that MSA shall pay the city the actual cost to the city for each employee paramedic and EMT providing services. The cost to MSA shall not exceed \$100,000 annually.

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Motion to Consider:
Second:

Discussion - None

Motion to Approve: Mr. Attman
Second: Ms. Riddick
Vote: unanimous approval

M&T Bank Stadium Expansion Joint Replacement
Presentation by Mr. Hutson

Mr. Hutson recommended a contract with Quinn Construction Inc. ("Quinn Construction") for expansion joint replacement at M&T Bank Stadium. The total contract amount will be \$484,002. Quinn Construction submitted the lowest responsive bid of the five bids and has committed to an MBE subcontracting goal of 19%.

Motion to Consider: Mr. Attman
Second: Ms. Stalonis

Discussion - None

Motion to Approve: Mr. attman
Second: Mr. Mangum
Vote: unanimous approval

Mary E. Rodman Elementary School - Schools Construction Program Bills of Materials
Presentation by Ms. Perez-Fowler

Ms. Perez-Fowler recommended a contract with Douron Inc. for \$698,271.12 as part of the Blanket Purchase Order for Baltimore City Public Schools furniture, fixtures, and equipment (FF&E). Each project purchase order for FF&E is submitted to the MSA Board for approval.

Motion to Consider: Mr. Attman
Second: Ms. Stalonis

Discussion - None

Motion to Approve: Mr. Attman
Second: Mr. Bryce
Vote: unanimous approval

Govans Elementary School - Schools Construction Program
Testing & Inspection Services
Presentation by Ms. Perez-Fowler

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Ms. Perez-Fowler recommended a contract with ATC Group Services, LLC (ATC), in the amount of \$ 131,105 , to provide Testing and Inspection services for Govans Elementary School. Six firms participated in the project pool and received the project-specific Request for Proposals. ATC had the highest technical score and offered the lowest fee.

Motion to Consider: Mr. Attman
Second: Ms. Staloni

Discussion - None

Motion to Approve: Mr. Attman
Second: Mr. Bryce
Vote: unanimous approval

** Ms. Riddick joined the meeting in person.

Hagerstown Multi-Use Sports and Events Facility - Architectural/Engineering Services
Presentation by Ms. Perez-Fowler

Ms. Perez-Fowler recommended a contract with Rummel, Klepper & Kahl, LLP (RK&K) in the amount of \$271,500.00 to provide architectural and engineering ("A/E") services pursuant to the Memorandum of Understanding between the City of Hagerstown and the MSA, executed on October 1, 2019.. The source of funding for this project is a \$300,000 grant awarded to the City of Hagerstown by the General Assembly in Chapter 14 of the Acts of 2019 "Creation of a State Debt - Maryland Consolidated Capital Bond Loan of 2019" also known as the "Enabling Act".

Three firms submitted technical proposals. RK&K had the highest technical score and offered the lowest fee.

Motion to Consider: Mr. Attman
Second: Ms. Riddick

Discussion - Mr. Bryce abstained due to his firm's representation of the Washington County Coalition. He was not aware of a conflict, but did not want any ambiguity.

Motion to Approve: Mr. Attman
Second: Mr. Mangum
Abstain: Bryce
Vote: unanimous approval minus abstention

On-Call Cost Estimating Services
Presentation by Ms. Perez-Fowler

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Ms. Perez-Fowler recommended MSA establish an on-call cost estimating pool of pre-qualified consultants and award indefinite delivery contracts to provide on-call cost estimating services to the three firms listed below:

- Hanscomb Consulting, Inc.
- OCMI, Inc. • Rider Levett Bucknall, Ltd.

The request is to authorize a blanket purchase order in an amount not-to exceed \$500,000 to fund task orders for the initial term. Depending on numerous factors, including, without limitation, the size and complexity of a project and the firm's capabilities, MSA may either (1) select one firm from the pool and request a cost proposal or (2) issue a project-specific RFP among the firms of the pool and selection will be based on both technical and price criteria. Fees for all projects will be based upon the established hourly rates set forth in the price proposals submitted in response to the Request for Proposals (RFP).

Based on the RFP, ten firms submitted technical proposals for evaluation. Five firms met the criteria and additional technical documents were requested. Three firms were invited to submit best and final offers. The evaluation committee determined that it would be in the best interest of MSA to have an awardee pool of three firms to provide more flexibility to manage multiple projects simultaneously. All selected firms achieved the highest technical rankings. Further, the firm's proposed hourly rates are competitive and reasonable.

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

Discussion - Mr. McGuigan reiterated the selection process. The board discussed the advantages and disadvantages of hourly contracts and fixed price contracts.

Motion: Staff will report to the board annually with a cost analysis of this contract on an hourly basis as compared to a set price contract.

Approve: Ms. Riddick

Second: Mr. Bryce

Roll Call: unanimous approval

Fair Hill Natural Resources Management Area

Equestrian Establishment and Maturation Services

Presentation by Mr. McGuigan

Mr. McGuigan recommended an amendment from the Maryland Department of Natural Resources (DNR) to amend the Memorandum of Understanding (MOU) between DNR and MSA to include the work necessary for establishment and maturation of the newly installed turf and equine competition surfaces at the Fair Hill Natural Resources Management Area during the warranty period.

MSA will work closely with DNR to determine the scope of work and to manage the resulting contract(s).

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DNR will fully fund the cost of the work and other related project costs as defined in the MOU.

Motion to Consider: Mr. Attman

Second: Ms. Riddick

Discussion - None

Motion to Approve: Mr. Bryce

Second: Ms. Riddick

Roll Call: unanimous approval

Baltimore Convention Center - Concept Design Services

Presentation by Mr. McGuigan

Mr. McGuigan recommended approval of a request from the Mayor of the City of Baltimore (the "City") to conduct a concept design for the modernization of the Baltimore City Convention Center (BCCC). This is a continuation of the Phase II effort approved by the Board on July 10, 2018. The estimated cost to complete the work is \$400,000. The City and the State will fully fund the effort from the Baltimore City Convention Center Capital Improvement Reserve Fund.

Motion to Consider: Mr. Attman

Second: Ms. Riddick

Discussion - Location deficits, potential design concepts, value-added proposals, and market share were topics briefly discussed.

Motion to Approve: Mr. Attman

Second: Ms. Staloni

Vote: unanimous approval, however, Ms. Mozell asked that the record reflect BCCC is not in her city portfolio.

Comprehensive Plan of Financing Baltimore City Public Schools Construction and Revitalization Program Revenue Bond Series 2020

Presentation by Mr. Raith

Mr. Raith outlined and recommended Comprehensive Plan of Financing Baltimore City Public Schools Construction and Revitalization Program Revenue Bond Series 2020 and the Maryland Stadium Authority Board Resolution. The plan will be submitted to the fiscal committees of the General Assembly on or about February 10, 2020 for a 45-day review and comment period, after which MSA intends to present the Comprehensive Plan of Financing to the Board of Public Works on April 22, 2020, along with Board of Public Works approval of the bond sale.

Motion to Consider: Mr. Attman

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Second: Ms. Riddick

Discussion - None

Motion to Approve: Mr. Attman

Second: Ms. Riddick

Vote: unanimous approval

Warehouse Office Lease- Major Lacrosse League, LLC

Presentation by Mr. Raith

Mr. Raith recommended the office lease in the north warehouse south side on the 8th floor to the Major League Lacrosse league, LLC.

Motion to Consider: Mr. Attman

Second: Ms. Riddick

Discussion - None

Motion to Approve: Mr. Attman

Second: Ms. Riddick

Vote: unanimous approval

Memorial Stadium Land Sale - Gilchrist

Presentation by Mr. Frenz

Mr. Frenz recommended MSA accept \$2,000 per unit for a proposed 22-unit residential hospice facility for a total sales price of \$44,000 on the former site of Memorial Stadium, known as Stadium Place. Mr. Frenz reviewed the agreement between the City and MSA, previous president for pricing, and comparable use.

Gilchrist is a not-for-profit providing a much needed end-of-life service to predominantly underserved populations in Baltimore, including children. According to Gilchrist, it is the only organization providing pediatric hospice care in the city, and offers the only inpatient pediatric hospice unit in Maryland. Gilchrist provides these services regardless of patients' ability to pay. The facility is expected to operate at a \$1.9 million annual deficit, funded by Gilchrist.

Motion to Consider: Mr. Attman

Second: Ms. Riddick

Discussion - Material changes to Stadium Place pricing structure will go to the Board of Public Works. Approval by the City's Board of Estimates may also be needed. Mr. Raith will check on this.

Motion to Approve: Mr. Attman

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Second: Ms. Riddick
Vote: unanimous approval

Request to Retain Outside Counsel
Presentation by Mr. Frenz

Mr. Frenz requested approval to engage outside legal counsel to represent MSA in connection with the negotiation and preparation of a new lease with the Baltimore Orioles Limited Partnership. The current lease expires at the end of 2021.

Motion to Consider: Mr. Attman
Second: Ms. Riddick

Discussion - None

Motion to Approve: Mr. attman
Second:Ms. Riddick
Vote: unanimous approval

Informational

Executive Director's Report

Mr. Frenz updated the board on several items:

On January 23, MSA was recognized along with MDOT for two Maryland Quality Initiative Awards both for the new Camden Rail Station: Green/Sustainability/Environmental Award and the Modal award for projects over \$5 million. Kelly Smulowitz who worked on these projects accepted on behalf of MSA.

On January 29, John Samoryk was today recognized by Gov. Hogan as one of 40 Certified Climate Change Professionals®, an international credential administered by the Association of Climate Change Officers

One January 30, Terry Hasseltine was honored by Sports Events and Tourism Association, formerly the National Association of Sports Commissions, as a recipient of its inaugural President ' s All-Star Awards

Terry, Matt Kastel, and Bart Shifler are all attending the Stadium Manager ' s Association Seminar in Phoenix, AZ. Matt is the President of the Board of Directors. Terry was invited to speak on Ancillary Events and More: How to Go After and Land the Big Traveling Events

Security Report

MSA plans to host three separate one-day training courses on various anti-terrorism topics which will be attended by game day security staff, as well as state and local public safety partners.

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February 19-20, MSA will host a new Sports and Special Events Risk Management and Assessment Course funded by DHS and delivered by Texas A&M Engineering Extension Service and University of Southern Mississippi's NCS4. The event will be attended by various venue security professionals.

On March 11th the annual Oriole Park Emergency Preparedness Drill MSA will be conducted, which will consist of a traditional discussion based tabletop and a specific task functional exercise.

Report of Small Procurements and Change Orders

Mr. Samoryk reported three change orders:

- Allsafe Elevator Inspections, LLC
- Gilbane Building Company
- Provantage LLC

Mr. McGuigan reported three change orders:

- Turner Construction
- Douron, Inc.
- Douron, Inc.

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

Mr. McGuigan reported the following:

BCPS

14 Open
5 In Construction
7 In Design
1 In procurement
1 In Study Phase - public meeting pending

CORE

Notices to Proceed - 848
Demolished - Residential - 764 Warehouse - 1
In Demolition - 11 Residential
Hazmat Complete / Demolition Procurement - 70 Residential 2 schools

Leasing Report

Mr. Raith updated the Board on December 2019 and January 2020 rent payments and leases.

Financial Report

Mr. Raith summarized the Statement of Revenues and Expenditures for the Maryland Stadium Authority Consolidated, Camden Yards, and Baltimore City Public Schools Construction for the period ending December 2019.

Maryland Sports Monthly Update

Mr. Frenz highlighted several items from the Maryland Sports report submitted by Mr. Hasseltine.

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Motion to adjourn the open meeting and open a closed meeting made at 1:01PM: Mr. Attman
Second: MS. Riddick
Roll Call: Mangum, Mozell, Bryce, Stanalonis, Attman, Riddick, Kelso

CLOSED MEETING
SUMMARY STATEMENT
Tuesday, February 4, 2020
1:04 PM

Location - MSA Executive Boardroom

Attendance:

Board: Thomas Kelso, Leonard Attman, Joe Bryce*, Gary Mangum*, Manervia Riddick, Carolyn Mozell*, Jodi Stanalonis*

* attended by phone.

MSA: Michael Frenz, Phil Hutson, Vern Conaway, Linda Pohuski

Counsel: Cynthia Hahn, Bruce Benshoof, Amy Mataban

Chairman Kelso called the meeting to order at 1:04 PM for the purpose of consulting with legal counsel, Assistant Attorney General Cynthia Hahn, and MSA staff, Security Director Vernon Conaway, on pending and potential litigation matters pursuant to Sections 3-305(b)(7) and (8) of the Open Meetings Act.

Ms. Hahn reported on pending litigation against MSA and Mr. Conaway reported on facts related to a matter involving potential litigation. The Board did not take any action during the closed meeting and no other matters were discussed.

The motion to close the meeting at 1:26 PM was made by Mr. Attman and seconded by Ms. Riddick and passed unanimously.