

Maryland Stadium Authority
333 W. Camden St., Baltimore, MD
Board Meeting Minutes
Thursday, April 4, 2019
12 noon

OPEN MEETING

Attendance

Board

In Person

Thomas Kelso
Leonard Attman
Gary Mangum*
Jim Smith

Conference Line

Manervia Riddick
Joe Bryce

Absent

Jodi Stanalonis

*joined by phone at 12:03 PM and at 12:13 PM he joined in-person

Maryland Stadium Authority

Michael Frenz	Carmina Perez-Fowler
Jeff Provenzano	Al Tyler
John Samoryk	Daniel Brann
Gary McGuigan	Terry Hasseltine
Jocelyn Grogan-Jones	Rachelina Bonnaci
David Raith	Linda Pohuski

Counsel

Cynthia Hahn
Amy Mataban

Other

Nichalas Cummings

Call to Order:

Chairman Kelso called the meeting to order at 12:03 PM.

Approval of Minutes

Mr. Kelso asked for a motion to consider the open and closed minutes of March 5, 2019.

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

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Discussion - None

Motion to Approve: Mr. Bryce

Second: Mr. Attman

Unanimous by roll call (Attman, Bryce, Mangum, Riddick, Smith, and Kelso)

Approval of Contracts

Camden Yards Sports Complex

Fire Alarm Inspections and Testing and

Vertical Transportation – Maintenance and Repairs

Presentations by Mr. Samoryk (taken together)

Approval of a contract award to Advanced Fire Protection Systems, LLC (“AFPC”) is requested. The contract is for provision of fire alarm protection and inspection services throughout the Camden Yards Sports Complex. The initial contract term is for three years with two one-year renewal terms at MSA’s option. The cost of the initial three-year contract term for which authorization is requested is \$76,800. If MSA exercises both renewal options, the total cost of the contract will be \$116,000. AFPC currently has the contract with MSA and was the lower of two bids received. This is a small business reserve procurement and AFPC is a small business vendor..

Approval of a contract award to Schindler Elevator Corporation (“Schindler”) is requested. The contract includes preventative maintenance and stand-by services for all elevators and escalators at the Camden Yards Complex. The initial contract term is for three years with two one-year renewal terms at MSA’s option. The cost of the initial three-year contract term for which authorization is requested is \$1,488,900. If MSA exercises both renewal options, the total cost of the contract will be \$2,613,100. The Ravens are responsible for reimbursing MSA for certain expenses associated with M&T Bank Stadium. For the contract at issue the Ravens’ reimbursement share is approximately fifty percent of the contract amount. Schindler provided the lower of two bids received based on the RFP criteria. Schindler also had the higher technical score and is the current provider. KONE is the other vendor who bid.

Motion to Consider: Mr. Smith

Second: Mr. Attman

Discussion-

1. Bid requests were advertised according to MSA’s policies and sent to known qualified providers. The lower of the two bids also had the higher technical scores.
2. The size and scope of the current contract and the KONE equipment warranty under the new contract were discussed.

Motion to Approve: Ms. Riddick

Second: Mr. Smith

Unanimous by roll call (Attman, Bryce, Mangum, Riddick, Smith, and Kelso)

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Baltimore City Public Schools

James Mosher Elementary School -Building Commissioning Services

Presentation by Ms. Perez-Fowler

*Mr. Mangum joined in person during this presentation at 12:13 PM

A contract in the amount of \$90,948 for professional services was awarded to Setty & Associates International, PLLC (“Setty”) to provide building commissioning services for James Mosher Elementary School. Eleven firms were in the initial RFQ project pool and selected to receive project specific RFP’s. Out of the six firms that bid, four were short-listed and asked to submit financial proposals. Following receipt and review of the financial proposals, best and final offers were requested. Setty tied for the highest overall score and offered the lowest fee.

Motion to Consider: Mr. Attman

Second: Ms. Riddick

Discussion -

1. The MBE goal is 10% to be achieved as follows: 5% Setty (which is an MBE and prime contractor) and 5% BLV Engineering Associates.

Motion to Approve: Ms. Riddick

Second: Mr. Attman

Unanimous by roll call (Attman, Bryce, Mangum, Riddick, Smith, and Kelso)

Maryland Stadium Authority

On-Call Underwriting Services

Presentation by Mr. Raith

Approval of a contract award to Raymond James and Associates, Inc. (“Raymond James”) to provide on-call underwriting services to MSA on an as needed basis. The scope of services includes assisting MSA and its financing team (including its financial advisor, bond counsel, and the Office of the Attorney General) in structuring and negotiating the sale and issuance of its bonds to investors on terms that best meet the needs and goals of MSA and the State of Maryland.

The advertised bid process was outlined and proposals were also sought from known qualified firms. Thirteen proposals were received. Six were determined to be the most susceptible for award and were invited to submit a best and final offer. Technical proposals were evaluated and ranked. Raymond James tied for the highest rated technical proposal and the lowest evaluated fee proposal.

Motion to Consider: Mr. Attman

Second: Mr. Mangum

Discussion-

1. Rates and proposal comparisons

Motion to Approve: Ms. Riddick

Second: Mr. Bryce

Unanimous by roll call (Attman, Bryce, Mangum, Riddick, Smith, and Kelso)

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Series 2019A and B Bonds

Presentation by Mr. Raith

Mr. Raith recommended approval of the documents related to the Maryland Stadium Authority Sports Facilities Lease Revenue Bonds - Series 2019A and 2019B. Included in this package are the following documents:

1. MSA Board Resolution
2. Seventh Supplemental Trust Indenture - Series 2019B
3. Third Supplemental Trust Indenture - Series 2019A
4. Seventeenth Supplement to the Master Deed of Trust and Security Agreement - Series 2019B
5. Third Supplement to the Master Leasehold Deed of Trust and Security Agreement- Series 2019A
6. Bond Purchase Agreement
7. Preliminary Official Statement

Motion to Consider: Mr. Attman

Second: Mr. Mangum

Discussion-

1. The Series 2019B Bonds will be used for the Warehouse, parking lots, and pedestrian walkways. The Series 2019A will be dedicated to M&T Bank Stadium which will satisfy MSA's commitment for its contribution towards renovations and improvements the football stadium.
2. MSA hopes to get a rate by April 12 and go to market by April 24.

Motion to Approve: Mr. Mangum

Second: Mr. Attman

Unanimous by roll call (Attman, Bryce, Mangum, Riddick, Smith, and Kelso)

Wicomico Youth and Civic Center Renovation Study

Presentation by Mr. Tyler

Approval is requested for MSA to conduct a limited scope study related to the renovation/expansion of the Wicomico Youth & Civic Center ("WYCC") in Salisbury, MD pursuant to written request from the County Executive.

The total cost of the study is estimated at \$31,700. The County requests MSA pay for one-half of the estimated costs (\$15,850).

Motion to Consider: Mr. Attman

Second: Mr. Smith

Discussion –

1. This is an update to a study performed in 2012 for an expansion and renovation that was not done at the time other work on the WYCC was undertaken.

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Motion to Approve: Mr. Mangum

Second: Ms. Riddick

Unanimous by roll call (Attman, Bryce, Mangum, Riddick, Smith, and Kelso)

Ocean City Sports Complex Study

Presentation by Mr. Tyler

Approval is requested for MSA to conduct a market and economic study related to a proposed sports complex in or near Ocean City, MD pursuant to written request from the Mayor of Ocean City. The proposed sports complex would include an indoor fieldhouse and an outdoor field complex that could accommodate youth/amateur leagues and tournaments.

The total cost of the study is \$49,400. The Town of Ocean City will pay the full cost of the study.

Motion to Consider: Mr. Mangum

Second: Mr. Smith

Discussion-

1. MSA has no financial participation.
2. This is not related to the convention center expansion.

Motion to Approve: Mr. Mangum

Second: Mr. Bryce

Unanimous by roll call (Attman, Bryce, Mangum, Riddick, Smith, and Kelso)

Informational

Executive Director's Report

Mr. Frenz updated the Board on the following bills:

HB1425 MSA – Development of Supplemental Facilities to Benefit Camden Yards

HB1190/SB800 MSA Pimlico Race Course Study Workgroup

SB 799/HB 801 MSA - Baltimore Convention Facility – Renovation

HB 722/SB 731 Build to Learn Act of 2019

HB153/SB159 – Building Opportunity Act of 2019

SB177/HB178 – MSA Ocean City Convention Facility - Renovation

On HB1425, Mr. Frenz reported that the bill has passed both chambers and is on track for final passage.

He noted four groups that MSA has worked with or may work with in the future, who are seeking Capital Budget funding: Francis Merrick Hippodrome, Ripkin Stadium, Hagerstown Stadium, and Department of Legislative Services. Also on MSA's watch list are bills supporting Fair Hill, art in public buildings, and school construction.

Mr. Attman asked Mr. Frenz and Mr. Kelso about legislation tracked by the Greater Baltimore Committee. Neither was familiar with GBC's interest or legislative positions. No other directors participated in this discussion.

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The Board congratulated Mr. Frenz and his staff for their work on HB1425. Mr. Frenz praised the work of staff. He specifically congratulated staff for their role in repairs to the Eutaw Street walkway and steam pipes, noting the leadership of Ms. Smulovitz and Mr. Hutson.

Mr. Frenz and the Board expressed enthusiasm for the improvements enhancing fan experience by way of new lighting on the walkway, tower signage for Boog's barbeque, and the air-stream bar.

Chairman Kelso remarked on the great partnership between the Orioles and MSA and complimented the work of John Angelos.

Security Report

MSA and the Orioles are working more closely this season with the Baltimore Police Department to enhance uniform presence around the stadium, with particular enhancements to parking lots and in nearby parking garages.

The integrated security center construction continues. During this time security operations and monitoring remain in place from previous locations.

Mr. Conaway reported on the recent tabletop exercise with numerous game day law enforcement partners. These exercises bring forth ideas to be explored, evaluated, and challenged to enhance security measures within and around the sports complex.

Audit Committee Report

Mr. Brann provided the 2018-2019 internal audit schedule to the Board and reported on the March quarterly Audit Committee Meeting in which three completed internal audits were discussed:

21st Century Schools Funds & Expenditures

Cash Receipts

Follow-Up Review of Inventory Control (Fixed Assets)

Report of Small Procurements and Change Orders

Mr. Samoryk reported seven small procurement contracts throughout the complex:

Camden Yards / M&T Bank Stadium

Domestic Water Treatment System, Klenzoid, Inc. - Contract Modification

Cart Preventive Maintenance and Repairs, C&C Customs II, Inc. dba C&C Golf

Paper Products, S. Freedman and Sons, Inc., 2nd Renewal Option

MSA Administration

Chair Purchase for Executive Boardroom, Price Modern LLC

M&T Bank Stadium

General Contractor for Operations Office Renovations - Partial Notice to Proceed Design

Consultant for Expansion Joint Replacement Project, THP Limited, LLC

Oriole Park at Camden Yards

Light Pole Banners, F.W. Haxel Company, Inc

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Baltimore City Public Schools (“BCPS”) and C.O.R.E. Update

BCPS

Mr. McGuigan reported nine schools are open, six are under construction, the bidding process has begun for four others, and six are in design with the final three under study.

CORE

Mr. McGuigan reported that of 725 notices to proceed (NTP) 509 are under contract and 382 have been demolished. Additionally, 170 properties have been prepared for award and are ready to be demolished. The balance of properties are finishing-up Hazardous Materials Surveys and will begin demolition shortly

Mr McGuigan requested an interim board meeting to approve a Fair Hill contract in order to present the item at the May 8,2019 meeting of the Board of Public Works.

Leasing Report

Mr. Raith reported two late payments from two Warehouse tenants and their explanations. He also updated the Board on potential leases for the 8th floor of the Warehouse.

Financial Report

Mr. Raith provided a statement of revenues and expenses and reported on the budgeted comparisons.

Maryland Sports Monthly Update

Mr. Hasseltine updated the Board on the status of the 501c3 document preparation now under review by AAG Bruce Benshoof to create an MSA affiliated non-profit foundation. Document notice to the State Ethics Commission and IRS filing is next.

Mr. Hasseltine reported a participation increase to 64 spellers, with approximately 300 in attendance for the 2019 Maryland Sports Spelling Bee, held at the Warehouse. MSA’s Michael Frenz and Kym Douglas joined as judges.

Having no other business before the Board, Chairman Kelso ask for a motion to close the open meeting and adjourn at 1:04 p.m.

Motion to Adjourn: Mr. Mangum

Second: Mr. Attman

Unanimous