

Maryland Stadium Authority

333 W. Camden Street, Suite 500

Executive Boardroom

Baltimore, Maryland 21201

Board Meeting Minutes

Tuesday, May 5, 2020

12 noon

OPEN MEETING

Attendance by Phone

Board

Thomas Kelso

Leonard Attman**

Joe Bryce

Gary Mangum

Carolyn Mozell*

Manervia Riddick

Jodi Stalonis

**Joined at 12:13 PM

*Joined at 12:03 PM

Maryland Stadium Authority

Michael Frenz ***

John Samoryk

David Raith

Vernon Conaway

Jocelyn Grogan-Jones

Carmina Perez-Fowler

Gary McGuigan

Eric Johnson

Jeff Provenzano

Terry Hasseltine

Phil Hutson

Linda Pohuski

***Attended in the Executive Board Room

Counsel

Amy Mataban

Other

Amanda Yeager – Baltimore Business Journal

Call to Order:

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

Approvals

Minutes - April 7, 2020 Open Meeting

Motion to consider: Ms. Riddick

Second: Mr. Bryce

Discussion – None

Motion to approve: Ms. Stalonis

Second: Mr. Bryce

Roll call: Bryce, Mangum, Riddick, Stalonis all voted approval.

**Ms. Mozell joined the meeting at 12:03 PM.

April 14, 2020 Open Meeting

Motion to consider: Ms. Stalonis

Second: Mr. Mangum

Discussion – None

Motion to approve: Ms. Riddick

Second: Ms. Staloni

Roll call: Bryce, Mangum, Mozell, Riddick, Staloni all voted approval.

Chairman Kelso introduced Amanda Yeager, Baltimore Business Journal.

Contracts

M&T Bank Stadium

M&T Bank Stadium - Sole Source Contract - Fire Alarm Service Contract

Presentation by Mr. Provenzano

Mr. Provenzano recommended approval of a sole source contract with Siemens Industry, Inc. (Siemens) for a fire alarm service contract at M&T Bank Stadium. The contract term is 3 years with two one-year renewal options for the total contract amount of \$185,114. Authorization was requested in the not-to-exceed amount of \$114,038, which amount included annual service fees and a \$15,000 contingency for the initial term. Siemens will provide system maintenance, programming, and covered parts and repairs.

Siemens is the original equipment manufacturer of the proprietary fire alarm systems at M&T Bank Stadium, including all related components and replacement parts, and is the only firm that can meet MSA's requirements.

Motion to consider: Ms. Staloni

Second: Ms. Riddick

Discussion – None

Roll call: Bryce, Mangum, Mozell, Riddick, Staloni, Kelso

Camden Yards Sports Complex

On-Call ADA Consulting Services

Presentation by Mr. Hutson

Mr. Hutson recommended approval of a contract with Accessology Too, LLC (Accessology) to provide on-call ADA consulting services, including ADA assessments, document review, field investigations, surveys, and expert testimony on an as-needed basis. The proposed term is three years with two renewals of one year each. Authorization was requested in the not-to-exceed amount of \$250,000 for the initial term.

Six firms were evaluated and three submitted best and final offers. Accessology received the highest technical ranking and submitted the second lowest evaluated price. Financial bids were based upon weighted hourly rates.

Motion to consider: Ms. Riddick

Second: Mr. Mangum

Discussion – None

Motion to approve: Mr. Riddick

Second: Ms. Staloni

Roll call: Bryce, Mangum, Mozell, Riddick, Staloni, Kelso

*Mr. Attman joined the meeting at 12:13

Guidelines for Warehouse Leases - COVID-19

Presentation by Mr. Raith

Mr. Raith presented guidelines for approving adjustments to warehouse tenant rents as a result of the COVID-19 pandemic. He went on to recommend approval for allowing the Executive Director to make the decision on any rent adjustments and the reporting of the adjustments to the board.

Motion to consider: Ms. Stanalonis

Second: Ms. Riddick

Discussion – COVID-19 closures have affected some Warehouse tenants or their clients. Guidelines for rent reduction consideration will be used if an adjustment is requested. To help expedite the lease amendment process, the Executive Director will execute lease amendments on rent adjustments that do not forgive rent. Any rent adjustments that would require Board of Public Works approval will be brought back to the MSA board.

Motion: Approve the delegation of authority to the Executive Director with the additional language that if a tenant who is seeking a rent adjustment receives some form of State or Federal subsidy after the grant is awarded, MSA would be entitled to a portion of the subsidy as a partial repayment of the rent adjustment.

Motion to Approve: Ms. Riddick

Second: Mr. Mangum

Roll call: Attman, Bryce, Mangum, Mozell, Riddick, Stanalonis, Kelso all voted approval.

Baltimore City Public Schools

Amended Comprehensive Plan of Finance

Presentation by Mr. Raith

Mr. Raith recommended approval of the Amended Comprehensive Financing Plan Baltimore City Schools Construction and Revitalization Program Revenue Bond Series 2020 A, B, and C, outlining the proposed underwriter's fee. The plan will be submitted to the General Assembly budget committees for review and comment.

Motion to consider: Mr. Bryce

Second: Mr. Mangum

Discussion – None

Motion to approve: Ms. Riddick

Second: Ms. Stanalonis

Roll call: Attman, Bryce, Mangum, Mozell, Riddick, Stanalonis, Kelso all voted approval.

James Mosher Elementary School - Testing & Inspection Services

Presentation by Ms. Perez-Fowler

Ms. Perez-Fowler recommended approval of a professional services contract to Hillis-Carnes Engineering Associates, Inc. (Hillis-Carnes) for \$50,989 to provide testing and inspection services for James Mosher Elementary School. Three firms participated. Hillis-Carnes had the highest overall score and offered the lowest fee.

Motion to consider: Mr. Attman

Second: Ms. Riddick

Discussion – None

Motion to approve: Mr. Attman

Second: Mr. Bryce

Roll call: Attman, Bryce, Mangum, Mozell, Riddick, Staloni, Kelso all voted approval.

Montebello Elementary/Middle School - Building Commissioning Services

Presentation by Ms. Perez-Fowler

Ms. Perez-Fowler recommended approval of a professional services contract to Kibart, Inc. (Kibart) for \$79,652 to provide building commissioning services for Montebello Elementary/Middle School. Seven firms participated. Kibart had the highest overall score and offered the lowest fee.

**Motion to consider: Mr. Attman
Second: Ms. Riddick**

Discussion – None

**Motion to approve: Mr. Bryce
Second: Ms. Riddick**

Roll call: Attman, Bryce, Mangum, Mozell, Riddick, Staloni, Kelso all voted approval.

Baltimore City College Architectural/Engineering Services - Feasibility Studies

Presentation by Ms. Perez-Fowler

Ms. Perez-Fowler recommended approval of a professional services contract to JRS Architects, Inc., (“JRS”) for \$83,574.24 to manage and implement the feasibility study for Baltimore City College. To maintain the Program schedule, and with concurrence from BCPS, this contract will be held by MSA. Five firms participated. JRS had the highest overall ranking and offered the lowest fee.

**Motion to consider: Mr. Bryce
Second: Ms. Mozell**

Discussion – None

**Motion to approve: Mr. Bryce
Second: Mr. Attman**

Roll call: Attman, Bryce, Mangum, Mozell, Riddick, Staloni, Kelso all voted approval

Medfield Heights Elementary/Middle School

Bill of Materials - Furniture, Fixtures and Equipment

Presentation by Ms. Perez-Fowler

Ms. Perez-Fowler recommended approval of Douron Inc. (Douron) bill of materials and purchase order (PO) for \$765,608.61 for the design, furnishing, delivery, and installation of furniture, fixtures, and equipment under the previously approved blanket purchase order. Douron was one of two firms participating. BCS staff reviewed the pricing proposal and verified that the prices for the products and services are consistent with price quotes in the PO, the approved room layout drawings, and delivery instructions.
and

Walter P. Carter/Lois T. Murray Elementary/Middle School (Walter P. Carter ONLY)

Bill of Materials - Furniture, Fixtures and Equipment

Presentation by Ms. Perez-Fowler

Ms. Perez-Fowler recommended approval of School Specialty, Inc.’s (School Specialty) bill of materials and purchase order (PO) for \$1,187,790.39 the design, furnishing, delivery, and installation of furniture, fixtures, and equipment under the previously approved blanket purchase order. Douron was one of two firms participating. BCS staff reviewed the pricing proposal and verified that the prices for the products and services are consistent with price

quotes in the PO, the approved room layout drawings, and delivery instructions.

Motion to consider: Mr. Attman

Second: Ms. Riddick

Discussion – None

Motion to approve: Mr. Attman

Second: Mr. Mangum

Roll call: Attman, Bryce, Mangum, Mozell, Riddick, Staltonis, Kelso all voted approval.

Maryland Stadium Authority

On-Call Market, Economic, and Business Consultant

First Renewal Option and Contract Amendment

Presentation by Mr. Tyler

Mr. Tyler recommended approval of an increase of \$150 thousand to the contract with Crossroads Consulting Services, LLC to provide on call market, economic & business consulting and advisory services.

Motion to consider: Mr. Attman

Second: Ms. Riddick

Discussion – None

Motion to approve: Mr. Bryce

Second: Ms. Staltonis

Roll call: Attman, Bryce, Mangum, Mozell, Riddick, Staltonis, Kelso all voted approval.

Prince George's County Tennis Complex Study

Presentation by Mr. Tyler

Mr. Tyler recommended a market and economic study on behalf of the Director of the Maryland-National Capital Park and Planning Commission (M-NCPPC) Department of Parks and Recreation for MSA to manage to determine the feasibility of developing a potential tennis complex in Prince George's County. M-NCPPC will pay the fee of \$208,920.

Motion to consider: Mr. Bryce

Second: Ms. Staltonis

Discussion – Three locations are under consideration and the studies will be non-site specific. MSA will be paid in full before the consultant's work begins.

Motion to approve: Mr. Attman

Second: Ms. Staltonis

Roll call: Attman, Bryce, Mangum, Mozell, Riddick, Staltonis, Kelso all voted approval.

Informational

Executive Director's Report

Mr. Frenz reported the efforts to maintain communication in the required telework environment:

MSA continues regular leadership conference calls

biweekly staff All Hands conference calls

start of day staff telework roll call

end of day HR email for staff

Staff and tenants receive emails of the Governor's press releases Executive Orders with information about Maryland's response to COVID-19 and links to Maryland Health Department and Centers of Disease Control and Prevention.

MSA also provides brief daily updates to DCOS regarding COVID-19 as required

Mr. Frenz thanked Rachelina Bonacci, PIO for her daily updates to the Governor's office and Jocelyn Grogan-Jones, HR Director, for calls providing employee guidance and daily emails of encouragement to MSA staff.

MSA construction projects continue to the credit of Mr. McGuigan and Mr. Johnson.

Mr. Frenz expressed appreciation for Mr. Raith and Mr. Hasseltine who provided Governor Hogan with figures and information for his interview with ESPN regarding the loss of sports during this time and the effect on revenue.

Jeff Provenzano is talking with stadium colleagues throughout the country regarding the post COVID-19 stadium facilities environment.

The Salvation Army, in partnership with Rouge Catering, has begun serving daily meals from a mobile kitchen on Lot C at the CYSC for seniors.

World Central Kitchen (WCK) with Chef Jose' Andreas' is using Lot H on Saturdays for drive-up food distribution. Tisha Edwards, former MSA board member, led Baltimore City's logistical support to WCK, successfully serving about 12,000 meals. The Saturday program will continue and efforts are underway by WCK to add locations.

Baltimore City Convention Center is now set up as a COVID patient field hospital and has opened with about 10 patients. Lot C is designated as the pick-up area for discharged patients.

Bart Shifler was thanked for his excellent work during this time and for dropping off reusable masks to the offices of all MSA employees for use when some teleworking staff can return to the office

Chairman Kelso, on behalf of the board, expressed admiration of the staff, contractors, subcontractors, and workers for the great work they are doing during the pandemic. Mr. Frenz echoed the remarks with thanks.

Security Report

MSA's security team continues to work 24/7 to keep the stadium complex safe, secure and healthy. We are adhering to the Governor's orders regarding health-screening activity, particularly in the Warehouse, where we are averaging about 100 daily visitors, workers, and approved essential staff in and out of the building. Our security team is supporting the community outreach programs on MSA property mentioned by Mr. Frenz, and is participating in those being planned.

Small Procurements and Change Orders

Mr. Samoryk reported on six items:

Camden Yards Sports Complex

- Landscape and Lawn Care
Distinctive Landscape
- GC for Parking Lot Renovations
Gilbane Building Company

MSA

- G Suite Licenses
SADA Systems, Inc.

M&T Bank Stadium

- Annual Third Party Vertical Transportation Inspection Service

Allsafe Elevator Inspections, LLC
Oriole Park at Camden Yards

- Fire Alarm Services
Johnson Controls Fire Protection LLP

Warehouse

- Construction Manager for Warehouse Improvements GMP #1
J. Vinton Schafer and Sons

Mr. McGuigan reported on two CPDG items:

- Ocean City Convention Center, A/V Design & Documentation Package
Becker Morgan Group
- Project C.O.R.E., Demolition and Debris Removal
Goel Services, Inc.

Financial Report

Mr. Raith updated the board on the Statement of Revenues and Expenditures for the Maryland Stadium Authority Consolidated, Camden Yards, and Baltimore City Public Schools Construction for the period ending March 2020.

Leasing Report

Mr. Raith reported April rents from three tenants have not been paid to date and he is working with two of them. The Department of General Services made an inquiry about space on behalf of a state agency, but additional follow up has not occurred.

Maryland Sports Monthly Update

Mr. Hasseltine reported he has accepted the invitation to serve on the Advisory Task Force for Tourism Recovery with Department of Commerce. Additionally, he is working with Team Maryland members and event owners with applications for small business loans and Payroll Protection Plan loans/grants. He is also assisting members in finding opportunities to schedule future dates for both postponed and new events.

Chairman Kelso called for adjournment at 12:57 PM.

Motion: Mr. Attman

Second: Mr. Mangum

Unanimous by Ayes