

**Maryland Stadium Authority
Board of Directors Meeting
April 3, 2107
Minutes**

OPEN MEETING

Attendants:

In Person:

Thomas Kelso, Chair
Gary Mangum
Jodi Stanalonis
Leonard Attman
Tisha Edwards*

Conference Line:

Manervia Riddick
Joseph Bryce

Absent:

None

MSA Staff:

Michael Frenz
Terry Hasseltine
David Raith
Jeff Provenzano
Daniel Brann

John Samoryk
Phil Hutson
Gary McGuigan
Kelly Cavey
Eric Johnson

Vernon Conaway**
Carmine Perez-Fowler
Linda Pohuski

Joined the meeting at 1:07*

Joined at 1:16 p.m. **

Counsel:

Cynthia Hahn, Bruce Benshoof, Amy Mataban

Other:

None

Call to Order:

Mr. Kelso called the meeting to order at 1:05 p.m. and presided over both the open and closed session.

*Ms. Edwards joined the meeting at this time.

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Approvals:

Minutes:

Mr. Kelso asked for a motion to consider the March 7, 2017 minutes.

Motion: Mr. Attman

Second: Mr. Mangum

Discussion: None

Mr. Kelso asked for a motion to approve the March 7, 2017 meeting minutes.

Motion: Mr. Attman

Second: Mr. Mangum

Unanimous

Mr. Kelso asked for a motion to consider the March 21, 2017 meeting minutes.

Motion: Mr. Attman

Second: Ms. Staloni

Discussion: None

Mr. Kelso asked for a motion to approve the March 21, 2017 meeting minutes.

Motion: Mr. Attman

Second: Mr. Mangum

Unanimous

Contracts:

Presentation by Jeff Provenzano

**Camden Yards Sports Complex - Vertical Transportation Maintenance and Repairs -
First Renewal**

Mr. Provenzano recommended that MSA exercise the first renewal option for the contract with Schindler Elevator Corporation ("Schindler") for the period of May 13, 2017 through May 12, 2018. Schindler provides vertical transportation and maintenance repairs at Camden Yards Sports Complex. This is the first of two renewal options under the existing contract that went into effect on May 13, 2014.

Authorization was requested in an amount up to \$170,000. A detailed memorandum was provided to the Board from Matthew Kastel and Bart Shifler that recommended renewal of the contract and requested additional funds to meet their anticipated needs during the contract term. Projections were based upon funds currently authorized under the contract along with historical spending data collected in MSA's CMMS database system. In accordance with the terms of the contract, Schindler is entitled to a three percent (3%) increase adjustment on its unit prices for the renewal term.

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*Mr. Conaway joined the meeting during this presentation.

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

Discussion : None

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

Presentation by Carmina Perez-Fowler - Schools Construction Program
Building Commissioning Services Patterson High School

Ms. Perez-Fowler recommended the award of a professional services contract to Advance Building Performance, Inc. (ABP) in the amount of \$129,074.40 to provide building commissioning services to the Patterson High School (Project).

The procurement was initially advertised as a Request for Qualifications (RFQ) in January 2015. Eleven (11) firms were selected to participate in the project pool and thus given the opportunity to receive the project specific Request for Proposals (RFP). The RFP for this Project was issued on March 1, 2017. Three (3) firms submitted technical proposals and the Selection Committee determined it would be in the best interest to short-list all three (3) firms. Pricing was requested from the three (3) firms. The Selection Committee is unanimously recommending ABP, who had the highest overall score and offered the lowest price.

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

Discussion: It was noted that APB has experience with MSA and their work has been satisfactory.

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

Presentation By David Raith - Warehouse Lease – University of Maryland School of Medicine on behalf of its Department of Emergency Medicine

Mr. Raith recommended that the MSA approve the office lease with the University Of Maryland School of Medicine on behalf of its Department of Emergency Medicine. This lease is for space located in the North Warehouse on the eighth floor, south side. The space will be used for their accounting and human resources department. His presentation included a summary of lease terms, a signed letter of intent, and a draft lease.

Motion to Consider: Mr. Attman

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Second: Ms. Edwards

Discussion: Verbal information was provided on the rate and term.

Motion to Approve: Mr. Attman

Second: Ms. Riddick

Unanimous

Informational:

Executive Director's Report

Mr. Frenz thanked the MSA team for their work on Camden Station and Mr. Hutson specifically for his work on the LED light project in Orioles Park.

On studies and projects Mr. Frenz offered an overview on a meeting with representatives of the Bayhawks and the Department of Commerce who may be interested in a site in Anne Arundel County. Funding for the study may be available from DHMH.

Mr. Frenz reminded the Board of the Light City Festival underway in Baltimore and urged members to attend and enjoy the event.

The first round of MSA Public Information Officer interviews has been completed and the panel has seen 10 candidates. The panel will meet to evaluate candidates and second interviews will be scheduled.

Legislative Agenda - Mr. Frenz reported on SB994 School Overcrowding Reduction Act of 2017 which would have changed the name from the Maryland Stadium Authority to the Maryland Construction Authority, in addition to having several other impacts on MSA. The bill did not pass out of committee. The MSA- Maryland Sports and Affiliated Foundations - Establishment bill SB1148 passed out of committee. The House crossfile HB1619 passed out of committee today with an amendment. Mr. Raith and Mr. Hasseltine will work with legislators and DLS to resolve differences between the bills.

Mr. Benshoof elaborated on the intent of the House amendment and concerns legislators were attempting to address with the amendment.

Mr. Frenz announced that Mr. Hasseltine has been named Sports Tourism Executive of the Year by the National Association of Sports Commissions at the organization's annual symposium in Sacramento, CA. The Board congratulated Mr. Hasseltine.

Mr. Frenz concluded by informing the Board of several upcoming meetings, that included a meeting between MSA and the new leadership of the Department of Information Technology (DoIT), Baltimore City Public Schools Commission Executive Committee, and a presentation with other State and City officials on Maryland hosting future Army/Navy games.

Report of Small Procurements and Change Orders

Mr. Samoryk reported on six items.

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Camden Yards Sports Complex

Tree Planting Project with Baltimore Tree Trust (BTT) - The agreement between MSA and BTT has been signed. Mr. Provenzano added information on the event with approximately 75 volunteers, planting 75 trees will be held Saturday, April 15th from 9:00 a.m. to 1:00 p.m. Board members are welcome and encouraged to join the event.

Mr. Samoryk reported on 3 additional items in CYSC which were the high rise window and glass cleaning services and ancillary services, second renewal with VIP Special Services, LLC. Window cleaning will begin in the Warehouse during the week of April 10, 2017.

The second renewal with Levin Professional Services, Inc. /dba/ Washington Professional Systems for sound system maintenance and repair services has been exercised and Mr. Samoryk reported that the contract with Advanced Fire Protection Systems LLC for fire alarm testing and inspection has been renewed for the first time.

M&T Bank Stadium

Mr. Samoryk informed the Board of an expedited procurement on M&T signage replacement and Mr. Hutson responded to a question on the Ravens new sign providing information in general terms citing sensitive procurement issues at this time.

Maryland Stadium Authority

Mr. Samoryk reported that a contract for MSA audit services with Zelenkofske Axelrod, LLC has been signed.

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

Messrs. McGuigan and Raith reported on the passage of a provision in the Budget Reconciliation and Financing Act of 2017 (BRFA) re-allocating in FY 2018 \$4.6 million in funds that would otherwise be deposited by the Comptroller into the Baltimore City Public School Construction Financing Fund. The BRFA provision also requires MSA to credit the Financing Fund with \$4.6 million from excess funds that are currently on deposit in the Baltimore City Public School Construction Facilities Fund. The General Assembly passed the BRFA provision as part of a larger effort to assist the Baltimore City Public Schools with its current infrastructure deficit of \$130 million. Because the revenue streams deposited into the Financing and Facilities Funds for MSA's City Schools Construction Program have been higher than originally anticipated, there are sufficient excess funds in the Facilities Fund for this purpose.

Mr. Raith explained that he is working on a presentation to the rating agencies to update them on the BRFA provision and the overall status of the City Schools Construction Program in an effort to prevent any negative effect on future MSA bonds issued for the program

Mr. McGuigan gave an update on C.O.R.E. projects informing the Board of three Notice to Proceed (NTP) to date. The individual NTPs included differing numbers/blocks of properties to demolish, and the status of the NTPs were given:

NTP 1-27 properties-completed

NTP2-68 properties-in demolition

NTP3-55 properties-in environmental assessment

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Leasing Report

Mr. Raith reported that he had been working with potential tenants for space on 2nd floor South Warehouse (north end) and 6th floor North Warehouse, and each has potential tenant has decided on another location.

3rd floor South Warehouse (north end) may house the relocated MSA Capital Projects Group when they move from 5th floor South Warehouse (south end). Mr Raith is working on a lease amendment for the University of Maryland Orthopedics to take over the 5rd floor space once Capital Projects relocates.

8th floor North Warehouse – Leased to University of Maryland School of Medicine following the closure of Optio Labs by the parent company.

Camden Station - No new information

Financial Report

Mr. Raith provided a detailed written report, chart and financial statement for February to the Board in advance of the meeting and provided verbal supporting information to the Board during the meeting.

Additionally Mr. Raith offered the Board the 2016 Economic Impact Study by Crossroads covering the Baltimore City Convention Center, Ocean City Convention Center, Montgomery County Conference Center, and the Hippodrome Theater. Additional attachments included the 2014 and 2015 economic impact reports on the Ravens and Baltimore Orioles seasons.

Audit Report

Mr. Brann reported that the Audit Committee met the previous Thursday to discuss scheduling. They will meet quarterly and Mr. Brann will report to the Board following each of those meetings.

Maryland Sports Monthly Update

Mr. Hasseltine shared with the Board that the \$350,000 previously taken from MSA funding for the Youth & Amateur Sports Grant would be returned as part of the BRFA. Mr. Hasseltine offered an update on the Phase 1 development of the new MSA website. A handout was given to the Board providing updates, listing priorities, and outlining the activities of Maryland Sports.

Security Report

Mr. Conaway updated the Board on the preparedness of the command center, also indicating that there were no new credible threats, and on his coordination with the Executive Detail Units of the Governor and The Baltimore Mayor for the 25th Anniversary Celebration at Camden Station following the opening day game at Camden Yards.

Chairman Kelso thanked the MSA staff and asked for a motion to close the open meeting at 2:02 p.m.

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Motion to close the open meeting: Mr. Attman
Second Mr. Mangum
Unanimous

During the closed meeting Ms. Hahn provided a status report on pending litigation. There was no Board action taken during the closed meeting.

Motion to open the open meeting: Mr. Attman
Second: Mr. Mangum
Unanimous

With the Board offering no other business to discuss, Chairman Kelso asked for a motion to adjourn the meeting at 2:07 p.m.

Motion to Adjourn: Mr. Attman
Second: Ms. Stanalonis
Unanimous