



**Board of Directors Meeting Minutes**  
**Tuesday, February 7<sup>th</sup>, 2017**

**OPEN SESSION**

**Attendants:**

**In Person**

Thomas Kelso, Chair

**Conference Line**

Leonard Attman

Joseph Bryce

Gary Mangun

Manervia Riddick\*

Jodi Stanalonis

**Absent**

Kaliopé Parthemos

**MSA Staff:**

Mike Frenz

David Raith

Jeff Provenzano

Gary McGuigan

Al Tyler

John Samoryk

Phil Hutson

Eric Johnson

Vernon Conaway

Kelly Smulovitz

Terry Hasseltine

Carmine Perez-Fowler

Linda Pohuski

Jan Hardesty

**Counsel:**

Cynthia Hahn (by phone)

Bruce Benshoof

**Other:**

\*Manervia Riddick joined the meeting at 3:12 p.m.

\*\*Tisha Edwards, Chief of Staff to Mayor Pugh entered the meeting at 3:18 p.m.

Ed Gunz, Baltimore Fishbowl

Josh Gordon, Baltimore Business Journal (recording)

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## **Call to Order**

Chairman Kelso called the meeting to order at 3:05 p.m.

He acknowledged members who were present in-person and by phone. He announced that he had been informed of Mayor Pugh's appointee to the MSA Board, Tisha Edwards. Ms. Edwards, Chief of Staff to Mayor Pugh, will join the Board as Baltimore City's representative following her confirmation by the Senate and Oath of Office. She will be welcomed to observe open Board meetings until that time and is planning to attend today.

## **Approvals**

### **Minutes**

Mr. Kelso asked for a motion to consider the January 10, 2017 Minutes (open and closed meetings.)

**Motion: Mr. Attman**

**Second: Ms. Stanalonis**

Receiving no discussion on the minutes, Mr. Kelso asked for a motion to approve the open meeting minutes.

**Motion : Mr. Attman**

**Second: Mr. Mangum**

**Unanimous**

Mr. Kelso asked for a motion to approve the closed meeting minutes.

**Motion: Mr. Attman**

**Second: Ms. Stanalonis**

**Unanimous**

## **Approvals**

### **Contracts**

**Oriole Park at Camden Yards**

**Guard Station No.2 Replacement**

Withdrawn



**Presentation by Philip Hutson**

**Marc Camden Station Update**

Mr. Hutson recommended approval to move forward on developing an MOU between the MSA and MTA to renovate MTA's Camden Station for MARC and light rail on the East side of the Warehouse. The current concept includes MSA's assistance with design and construction, as well as management of the process and consultants.

**Motion to Consider: Mr. Attman**

**Second: Mr. Mangum**

There was no discussion.

**Motion to Approve: Mr. Bryce**

**Second: Mr. Attman**

**Unanimous**

**Presentation by Philip Hutson**

**M&T Bank Stadium - Concourse Expansion Joint Replacement**

Mr. Hutson recommended that MSA enter into a contract with East Coast Building Services, Inc. ("East Coast") for removal and replacement of the existing expansion joints along the plaza and roadway on the east side of M&T Bank Stadium. The total contract amount will be \$134,000.00. This amount includes all work associated with Expansion Joint 1 and Expansion Joint 2. The plans and specifications for the project were prepared by Seal Engineering, Inc.

This was a competitive sealed bid procurement that was advertised and submitted to the Board in writing. East Coast submitted the lowest responsive bid of the six (6) bids received.

Ms. Riddick joined the meeting by phone at 3:12 p.m. during the presentation. Mr. Kelso welcomed her and highlighted the presentation occurring to that point.

**Motion to Consider: Mr. Attman**

**Second: Ms. Stanalonis**

Discussion: There was discussion on existing conditions, inspections and also on improvements to new materials to be used.

**Motion to Approve: Mr. Attaman**

**Second: Mr. Bryce**

**Unanimous**



**Presentation by John Samoryk**

**Procurement of Website Development, Maintenance and Hosting**

Mr. Samoryk recommended that MSA enter into a contract with The Canton Group ("Canton") to provide website development, maintenance and hosting services for the Maryland Stadium Authority. The total contract amount is \$185,272.40. This amount includes website development, maintenance and hosting of MSA's website for three (3) years with two optional one year renewal terms.

The initial qualification phase, criteria, and bid process was provided in writing to the Board which outlined the process for qualifying technical and financial proposals. Canton and Angarai International, Inc. ("Angarai") were invited to submit proposals.

A selection committee concluded Canton was the most advantageous to MSA. Canton received the highest technical ranking and submitted the lowest cost proposal. The cost proposal submitted by Angarai went well beyond MSA's scope of work requirements for the project.

**Motion to Consider: Mr. Bryce**

**Second: Ms. Staloni**

Discussion: Discussion followed on the scope of the work, content and mission of the website. Mr. Kelso requested that Mr. Hasseltine share images with the Board at future meetings as work progresses .

**Motion to Approve: Mr. Bryce**

**Second: Mr. Attman**

**Unanimous**

Ms. Hardesty left the meeting following the above presentation.

**Presentation by Al Tyler**

**Project C.O.R.E. - Deconstruction and Demolition Services Contract**

Mr. Tyler made a recommendation to award a contract to Goel Services, Inc. in the amount of \$1,561,010.00 to provide deconstruction and demolition services for eleven locations. This recommendation is pursuant to the MOU between Baltimore City Department of Housing and Community Development (City) and MSA. MSA is responsible for managing the deconstruction and demolition of blighted properties within the City. Goel Services, Inc. (Goel) will be responsible for all abatement, deconstruction, demolition, grading, and site stabilization services associated with the properties.

The scope of the work is described in the RFP. The procurement followed the MSA's competitive sealed bid proposal and advertisement process which were provided in writing to the Board.



A Technical Selection Committee (TSC) consisting of members from the City and MSA was formed at the time of the solicitation. Four firms responded and their proposals were reviewed and evaluated by TSC.

Goel is an MDOT certified MBE Contractor, but was noted that they are not certified for the specific scope of the work under this contract. MSA provided an opportunity for Goel's written response. The written response was determined acceptable and MSA held a scope review / clarification with Goel on January 17, 2017. Based on their Technical and Financial proposals Goel had the highest total evaluation score.

**Motion to Consider: Mr. Bryce**

**Second: Ms. Stanalonis**

Discussion: There was discussion on the number of houses covered under this contract and the scope of the work.

**Motion to Approve: Ms. Stanalonis**

**Second: Mr. Mangum**

**Presentation by Eric Johnson - Baltimore City Public Schools**

**GMP #1 Early Release Package**

Mr. Johnson recommended an award to Hess Construction + Engineering Services, Inc ("the CM") the Guaranteed Maximum Price ("GMP") #1- Early Release Package for the Cherry Hill Elementary/Middle School project ("CHEMS") in the amount of \$14,831,741.

This GMP #1 represents five (5) trade packages out of the thirty-seven (37) total construction packages forecasted for the CHEMS project as outlined in the CM's GMP submission. The MBE participation goal for the project has been set at 30%, and the project is on track to meet or exceed these goals. Additionally, GMP #1 includes a commitment of 11 new local resident hires, and the labor hours forecasted to be worked by local residents are 10% of the total hours identified in the GMP.

The MSA Board approved the CM's Preconstruction contract on June 18, 2015, with the intent to award a GMP upon the CM performing well during preconstruction and the successful negotiation of a GMP.

Initially, this contract was being directly managed and administered by BCS. The MSA was subsequently requested by BCS to assume all existing and future contract and project management for the program. As a result of this assignment, CHEMS represents the third of the BCS assigned contract modifications recommended for MSA Board approval. Pending a favorable vote, this item is also scheduled for the Board of Public Works agenda approval on February 8, 2017.



The procurement process was outlined in written materials to the Board.

**Motion to Consider: Ms. Stanalonis**

**Second: Mr Bryce**

Discussion: It was noted in discussion that the Boards approval could move the project forward.

**Motion to Approve: Mr. Mangum**

**Second: Ms. Stanalonis**

**Unanimous**

**Presentation by Carmina Perez-Fowler**

**Testing and Inspection - Baltimore City Public Schools**

Ms. Perez-Fowler noted that the procurement process, outlined verbally and submitted to the Board in writing, was the same for both of her projects and she combined her presentations. Included were Selection Committee rankings, Procurement Data Sheet, and Technical and Financial Proposals of prospective awardees.

Ms. Perez-Fowler recommended a contract award to ECS Mid-Atlantic, LLC in the amount of \$126,845.00 to provide testing and inspection services for Cherry Hill Elementary/Middle School. (CHEMS)

Ms. Perez-Fowler made a recommendation for a contract award to Hillis-Carnes Engineering Associates in the amount of \$86,526.00 to provide testing and inspection services for Forest Park High School (FPHS).

**Motion to Consider: Mr. Attman**

**Second: Mr. Bryce**

Discussion: It was noted in discussion that the higher price for the CHEMS contract in comparison to FPHS was due to the complexity of the site.

**Motion to Approve: Mr. Bryce**

**Second: Mr. Attman**

**Unanimous**

**Presentation by Eric Johnson - Program Management Software - Meridian / Proliance - Exercise Contract Option Term**

Mr. Johnson recommended to extend Meridian Systems' contract in the amount of \$150,800.00 for terms 4, 5 and 6 (2017-2019) of their contract. This extension is pursuant to the terms of their contract and represents the first and a portion of the second option to extend. Additionally it locks in the license costs for the final term (2020) to be considered



in late 2019. The MSA Board initially approved the base contract and potential option year terms in December 2013.

The Proliance software is actively being used to manage design and construction activities for the 21<sup>st</sup> Century Schools Program, Project CORE, and the Montgomery County Conference Center Parking Structure.

The amount for Term 4 represents the acceptance of the base contract term value of \$21,600 for the initial license usage. This is in addition to the previously approved increase which allowed for additional licenses to meet the increased needs of the 21<sup>st</sup> Century Schools Program and in the implementation of Project CORE. Terms 5 and 6 includes the use of 75 licenses which is the current anticipated utilization for the Programs referenced above.

**Motion to Consider: Ms. Stanalonis**

**Second: Mr. Mangum**

There was no discussion.

**Motion to Approve: Mr. Bryce**

**Second: Ms. Stanalonis**

### **Informational**

#### **Executive Director's Report**

Mr. Frenz reported on MSA's January 26 and 27 presentations to the legislative budget committees focusing on MSA's responses to questions asked by the Department of Legislative Services. (DLS)

1. MSA was asked to provide a Baltimore City Schools Update (provided by Mr. McGuigan in his report,) comment on the School's program financing and implications of transferring funds to the General Fund or to relieve the city school system of its fiscal 2018 financial obligations and comment on a potential BRFA provision to transfer 2016 fund balance for the State's more immediate needs.

Based on a review of the bond documents and the statute, this suggested action would be a violation of the statute and MSA's pledge of the funds as collateral for the outstanding bonds for the Baltimore City Schools. Under the statute, the Lottery funds are deposited into the Financing Fund. The Financing Fund is pledged as collateral to the bondholders. Under the Economic Development Article, only funds from Baltimore City and Baltimore City Public Schools are allowed to be transferred to the Facilities Fund. Removing money from the Financing Fund would contradict MSA's statements made in the Official Statement related to the pledge of revenues for the Series 2016 Baltimore City Public Schools Construction and Revitalization Revenue Bonds. This would also have a potential negative impact on the rating of the bonds from the rating agencies.



2. Comment on any plans for financing repairs and renovations

MSA will look at available cash, issue debt under the Ravens Agreement. The goal is to pay for the improvements from excess revenues generated at CYSC or to pay the debt service on bonds from operations. In 2020 the bonds used to to fund the baseball stadium will mature, reducing the debt service needs from lottery by \$14 million.

3. MSA should comment on the \$350,000 Maryland Sports Grant Program potential funding loss.

In fy16, the Program touched over 317 event generating over \$176.6 million in direct spending on the State's economy. Potential economic growth with the grant shows direct spending increasing approximately \$48.4 million or 21% from FY16 to FY18. MSA will seek to have the reduction deleted from the BRFA.

Mr. Frenz pointed out that the legislative budget briefings and hearings were good opportunities to tell the MSA story, which is a good one.

Mr. Frenz also reported that the Study on the Worcester County Arena and Sports Complex was released this morning and the Phase 1, Pimlico Racecourse Study would be release later in February.

**Report of Small Procurements and Change Orders**

Mr Samoryk reported on 4 items which were detailed in writing to the Board:

1. Twenty concrete benches for security were purchased from the original manufacturer and supplier at a total cost of \$19,616.74 for M&T Bank Stadium. This amount included custom case-in Ravens logo and shipping. The benches were required to match the existing benches and the cost is the same as the previous benches purchased in 2011.
2. MSA entered into a contract with the not-to-exceed amount of \$33,922.00 to furnish and install vinyl recovering of outdoor protective field padding to various areas around the field at Oriole Park at Camden Yards.
3. MSA purchased an extended warranty for video equipment at a total cost of \$10,200.00 at Oriole Park. The annual service agreement is a parts, software and phone support on the equipment. This insures that the original warranty coverage is continuous and runs from May 4, 2017 to May 4, 2018
4. MSA issued a change order due to an increase in the quantity of work required for repairs on the lower and upper concourse concession roofs. The increase resulted in additional cost to MSA in the amount of \$15,893.75 so that the total contract amount is now \$275,741.65.

**Report on Baltimore City Public Schools and C.O.R.E.**

Mr. McGuigan submitted an extensive written report documenting ten small procurements and contract modifications for the Baltimore City Public Schools and Project C.O.R.E.

Schools Update





MSA CPDG has nine schools under construction and two schools in design. There are 17 Year 2 schools in the planning stage.

Mr. McGuigan referred to the earlier report from Mr. Johnson and the 21st Century Schools Report which would be mailed to members the following day.

#### **C.O.R.E Update**

Demolition has been completed on twenty-seven properties. These properties are waiting for ground seeding which will begin during the 2017 spring.

The environmental studies on an additional sixty-eight properties have been completed and demolition is in progress.

Environmental studies have commenced on seventy-eight properties. The approval today will allow demolition to begin, when the environmental studies are complete.

#### **Financial Report**

Mr Raith reported that all tenant rents are paid to date.

One tenant is currently on a month to month lease and expects to renew for an additional year in March.

There is a lease proposal for the 6th floor.

CPDG plans to move to the 3rd floor at which time a tenant is in line to take that space.

Camden Yards Sports Complex received \$20 million from the lottery, is even for the month, and in good shape for the first six months of the year.

Discussion: A master plan has been offered to the Orioles for the lease of the Camden Station building. Leasing interest includes one or two viable groups. The Orioles have approval rights.

#### **Maryland Sports Monthly Update**

Mr. Hasseltine provided a verbal report on marketing and communications and submitted a detailed written report of activities during the past month. On behalf of MSA, Maryland Sports produced the legislative report submitted to the budget committee and subcommittees and participated in the negotiations for the website agreement. Mr. Hasseltine's written report outlined amateur sporting events receiving the support of Maryland Sports and concluded with a report on media coverage benefiting MSA and its advertising value equivalency.

#### **Security Report**

Vernon Conaway reported that an active shooter preparedness workshop will be held on February 23 with over 200 registered to attend including MSA, Orioles, and Ravens personnel.

Mr. Conaway is also working on a mass casualty drill exercise in conjunction with USM Shock Trauma Center. This will be a live action, hands-on drill with role playing and computerized mannequins simulating human functions after injury. The drill is scheduled for Spring 2018.



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Mr. Kelso thanked the MSA management for their reports. He noted that the 25th anniversary of Orioles Park at Camden Yards will occur during the opening week of the 2017 baseball season and that it is 60 days until opening day.

Mr. Kelso asked Ms. Pohuski to provide Ms. Edwards with a list of 2017 MSA Board meetings for her calendar.

At 4:29 p.m. Mr. Kelso asked for a motion to close the Open Meeting.

Ms. Edwards, Mr. Gunz, and Mr. Gordon left the meeting.

**Motion to Close : Mr. Attman**

**Second: Mr. Mangum**

During the Closed Meeting Cynthia Hahn provided an update on three pending personal injury cases and an additional personal injury case which was settled.

Mr. Conaway reported on an incident of theft that occurred in the Warehouse during the previous week. He also reported on additional security measures within the Warehouse and on the surrounding property.

At 4:36 p.m. Mr. Kelso asked for a motion to reopen the Open Meeting.

**Motion to Open: Mr. Bryce**

**Second: Mr. Attman**

At 4:36 p.m. Mr. Kelso asked for a motion to close the Open Meeting.

**Motion to Close: Mr. Bryce**

**Second: Ms. Stanalonis**

