

**Maryland Port Commission**  
**Open Session Minutes**  
**May 2, 2023**

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The Three Hundred and Ninety-Seventh Session of the Maryland Port Commission was called to order at 9:00 a.m. by Secretary of Transportation Paul J. Wiedefeld. The Commission met in Open Session from 9:00 a.m. until 9:40 a.m. in the Stanton Room, 20<sup>th</sup> floor, World Trade Center, 401 E. Pratt Street, Baltimore, MD 21202.

**Present:** Secretary Wiedefeld and Commissioners Dandy, Dean, Huber, Lunn, McDonald, and Richardson.

**Staff:** William Doyle (Executive Director), Brian Miller (Deputy Executive Director, Operations and Logistics), Robert Munroe (Deputy Executive Director, Administration and Environment), Christina Nichols (Chief of Staff), Philip Whaling (Assistant Attorney General and Principal Counsel), Dominic Scurti (Director of Planning), Holly Miller (Acting Director of Harbor Development), Steve Johnson (Director of Engineering), Richard Powers (Director of Marketing), Bradley Smith (Director of Maritime Commercial Management & Strategic Initiatives), Jennifer Guthrie (Director of Office of Government Relations and External Affairs), William Richardson (Director of the Environment), John Thornton (General Manager of Procurement), Ken Kolarik (Information Services Department), and Krystal Jones (Executive Office).

**Minutes of the Three Hundred and Ninety-Sixth Open Session Meeting**

Commissioner McDonald moved to approve the Open Session Minutes of the Three Hundred and Ninety-Sixth Port Commission meeting. Commissioner Lunn seconded the motion. The Commission then voted unanimously to approve the Open Session Minutes.

**Executive Director Update, William Doyle, Executive Director**

Executive Director Doyle provided an update on issues impacting the Port of Baltimore.

**Potential New Automobile Import Business**

This year, it is expected that Fisker will begin shipping a steady volume of vehicles to the United States. If this happens, the Maryland Port Administration (MPA) is hopeful that Baltimore will receive some of those units from Fisker. Fisker Inc. is a luxury plug-in hybrid electric vehicle automaker founded by Henrik Fisker who designed many top-of-the-line luxury cars and worked for premium automakers including Aston Martin. Mr. Fisker and another employee left Aston Martin to form a new auto company which eventually led to Fisker, Inc.

In addition to the Fisker vehicles, it is anticipated that Nissan will transfer its business from Norfolk to Baltimore which would bring a steady volume of units through the Port of Baltimore via Dundalk Marine Terminal. This is excellent news for Maryland in securing this business

from Virginia. Previously, Nissan shipped a nominal number of vehicles through the Port of Baltimore on a scattered basis. MPA also anticipates the following manufacturers will begin importing, or increase the number of vehicles/units imported, through the Port of Baltimore: Toyota, Lotus, Aston Martin, Morgan Motors and JCB. The volume of projected new automotive/Ro-Ro imports would result in a potential increase of forty new ILA jobs at the port.

### ZIM Integrated Shipping Services

ZIM Integrated Shipping Services is looking to charter more roll-on/roll-off (Ro/Ro) vessels into the Port of Baltimore.

### Dundalk Marine Terminal Berth 3

Dundalk Marine Terminal Berth 3 has been completed and turned over to Operations. Mr. Doyle advised Secretary Wiedefeld that the completion of this project would be a good opportunity for a ribbon-cutting ceremony with the Governor.

### **World Trade Center Property Update, Bradley Smith, Director, Maritime Commercial Management and Strategic Initiatives**

Mr. Smith provided the Commission with an overview and update on the operation, maintenance, occupancy and promotion of the World Trade Center (WTC) Baltimore building and property. Highlights of Mr. Smith's presentation included the following:

#### **World Trade Center Baltimore Overview**

- Owned by MDOT, managed by MPA.
- Built in 1977.
- Designed by world famous architect I.M. Pei.
- World's tallest regular pentagonal building.
- 28 floors (296,139 square feet) of useable office space.
- Three additional upper floors and the basement contain the building's systems and rentable storage areas.
- Strategic location on the water with low-rise development (buildings) on each side, provides the WTC with the best harbor views in Baltimore.

#### **Building Amenities**

- 24/7 security guards and MDTA police officer out front Monday-Friday during business hours.
- Secure outdoor patio directly on the water.
- Fitness Center.
- Market Café on 21<sup>st</sup> Floor.
- 21<sup>st</sup> Floor Skyline Conference Center.
  - Three unique event spaces that can accommodate between 20 and 225 people.

## MPA's Use and Management of the WTC Property

- The MPA does not have the in-house capacity or expertise to manage all operational and maintenance requirements for a 300,000 sq. ft. office building.
- Since November 2019, AAA Complete Building Services, Inc. (CBS) has been under contract to handle numerous building management functions for MPA.
  - Upkeep of mechanical systems, preventive maintenance, janitorial services, security, tenant renovations and more.
  - CBS and its subcontractors (security, janitorial) have 37 employees assigned to WTC.
- CBS has significantly improved the management and maintenance of the WTC.
- The existing contract with CBS runs through October 31, 2024.
  - MPA is currently seeking approval to exercise the first 3-year renewal option.

## World Trade Center Tenants

- Since MPA only utilizes 20% of the building (60,000 sq. ft.) for its office needs, the remainder of the building is available to lease.
- WTC currently has 25 tenants occupying over 155,000 sq. ft.
  - Occupancy rate – 73% (MPA plus tenants).
- MPA's philosophy with tenants is to – Retain, Grow, Attract
  - **RETAIN** – 76% of current tenants have renewed/extended beyond their original lease term.
  - **GROW** – 36% of existing tenants have increased their square footage and five (5) more have talked to MPA about future expansion.
  - **ATTRACT** – Despite a soft market, MPA has been able to add two (2) new tenants (6,000 sq. ft.) within the last 12 months.

## World Trade Center Broker

- In 2019, the MPA hired MacKenzie Commercial Real Estate Services to serve as dedicated broker for the WTC.
- The contract with MacKenzie Commercial Real Estate Services was renewed in 2022 and expanded to include Harrington Commercial Real Estate Services.
- Broker works on commission.

## Capital Project Highlights

- Projects Recently Completed/Projects Underway
  1. Plaza Expansion Joints and Loading Dock Water Infiltration Repairs
    - \$462,000 project – work completed in February 2023 and 12% under budget.
  2. Air Handler Units Rehabilitation Project
    - \$1M budget – work to be completed in May 2023.

3. Department of Commerce Renovation Project
  - \$812,000 budget – work to be completed in May 2023.
- Upcoming Projects
  1. Main Lobby Security Console Renovation
    - \$180,000 budget – work to be completed in FY2024.
  2. Boiler Room Insulation Replacement Project
    - \$17,000 budget – work to be completed in FY2024.
  3. Renovation of WTC Suite 2424
    - New carpet, paint and roller shades.
    - \$26,000 budget – work to be completed by the end of FY2023.

### **Contracts for Approval, John Thornton, General Manager, Procurement**

John Thornton, General Manager of Procurement, presented the following contract to the Maryland Port Commission for approval:

- Renewal No. 2, Modification No. 12, Contract #219001-S – Building Operations and Management, World Trade Center Baltimore, AAA Complete Building Services, Inc.; \$17,911,630; Modification Term: November 1, 2024 – October 31, 2027 (Three Years).

After discussion, a motion to approve was made by Commissioner McDonald, seconded by Commissioner Dandy, and approved unanimously by the Commission.

### **Move into Closed Session**

At 9:40 a.m., in accordance with State General Provisions Article, Sections 3-305(b)(1)(i)(ii), Annotated Code of Maryland, Commissioner Huber moved that the Commission meet in Closed Session, and Commissioner Richardson seconded the motion. The motion was approved unanimously. See attached Closing Statement. The Commission met in Closed Session from 9:40 a.m. until 9:53 a.m. Secretary Wiedefeld and Commissioners Dandy, Dean, Huber, Lunn, McDonald, and Richardson, William Doyle (Executive Director), Robert Munroe (Deputy Executive Director, Administration and Environment), Christina Nichols (Chief of Staff), and Philip Whaling (Assistant Attorney General and Principal Counsel) were present in the closed session and the meeting adjourned at 9:53 a.m.

### **Adjournment**

There being no further business, a motion to adjourn was made by Commissioner Dandy and seconded by Commissioner Huber. The motion carried unanimously. The meeting adjourned at 9:54 a.m.