

Massachusetts Convention Center Authority

Thursday – January 21, 2021

10:00 a.m. – 12:00 p.m.

Boston Convention & Exhibition Center

415 Summer Street

Boston, MA 02210

Pursuant to the Massachusetts Open Meeting Law, G.L. c. 30A, §§ 18-25, notice is hereby given of a meeting of the Massachusetts Convention Center Authority. The meeting will take place VIA

MICROSOFT TEAMS [Click here to join the meeting](#) OR JOIN BY PHONE:

DIAL-IN NUMBER: +1-857-702-2232

Phone Conference ID: 516 229 159#

AGENDA

- I. Roll Call
- II. Review and Adoption of Minutes of November 19, 2020
- III. Executive Director's Report
- IV. Boston Convention Marketing Center Performance Report
- V. MassMutual Center/MGM Springfield Sales and Marketing Update
- VI. Report of Development & Construction Committee
 1. Consulting Engineer Services [Vote]
 2. Capital Projects Update
- VII. Report of Administration, Finance & Personnel Committee
 1. Pension Trust Update
- VIII. Old Business
- IX. New Business
- X. Adjournment



Remarkable experiences.
Imagination realized.™

Boston Convention Marketing Center

Performance Report / MCCA Board Meeting – January 2021

Boston Convention Marketing Center December 2020

BCMC SALES

- ◆ Beacon Hill Staffing Group Annual Holiday Party 2022
 - ❖ BCEC event for December 2022 with 500 room nights
- ◆ Society of Women Engineers Annual Conference 2026
 - ❖ BCEC event for November 2026 with 14,960 room nights

Boston Convention Marketing Center 2020 Cancelled Events and Room Nights Summary

CITYWIDE CONVENTION SALES AND EVENT & MEDIA SALES

Month	Citywide Sales Events	Citywide Sales Room Nights	Event & Media Sales Events	Event & Media Sales Room Nights
March	7	54,223	11	2,310
April	4	45,016	12	5,340
May	9	96,718	6	0
June	9	60,611	14	970
July	6	30,111	8	1,525
August	7	44,485	19	3,010
September	4	35,996	11	2,215
October	9	61,871	18	1,868
November	8	84,413	6	660
December	1	3,290	9	1,903
Totals	64	516,734	114	19,801

Boston Convention Marketing Center

2021 Cancelled Events and Room Nights Summary

CITYWIDE CONVENTION SALES AND EVENT & MEDIA SALES

Month	Citywide Sales Events	Citywide Sales Room Nights	Event & Media Sales Events	Event & Media Sales Room Nights
January	4	19,855	2	0
February	4	24,294	1	0
March	8	20,857	2	180
April	3	27,625	2	450
May	5	51,164	1	0
June	2	53,790	1	0
July	0	0	0	0
August	0	0	0	0
September	1	12,295	0	0
October	0	0	0	0
November	0	0	0	0
December	0	0	0	0
Totals	27	209,880	9	630

Boston Convention Marketing Center 2021 Postponed Bookings with New ELAs

2021 Event Name	Old Event Dates	New Event Dates	Revised Hotel Rooms
Boston Volleyball Festival - 2021 (originally 2 events, one over February 27-28 for 3,300 rooms on peak, and one over March 5-7 for 2,500 rooms on peak, with combined 17,950 total rooms)	2/27-28/21 3/5-7/21	5/21-23/21	9,300
Reed Exhibitions PAX East 2021 - Tentative (originally 5,332 rooms on peak; 16,849 total rooms for March 25-28)	3/25-28/21	6/3-6/21	12,543
American Association of Orthodontists Hybrid Annual Session 2021 (original larger live only event 5,000 rooms on peak; 24,050 total rooms for April 24-27)	4/24-27/21	6/25-27/21	9,215
Society for Reproductive Investigation Annual Meeting 2021 (no change from original figures booked for March 25-27)	3/25-27/21	7/6-8/21	2,350
Seafood Expo North America/Seafood Processing North America 2021 (originally 7,100 rooms on peak; 25,363 total rooms for March 14-16)	3/14-16/21	7/11-13/21	15,927

Events listed represent Postponed DEFINITES for new dates as listed. Only 1 of these events (Tentative) is still under negotiation.

Boston Convention Marketing Center 2021 Postponed Bookings with New ELAs

2021 Event Name	Old Event Dates	New Event Dates	Revised Hotel Rooms
International & American Associations for Dental Research IADR/AADR/CADR General Session & Exhibition 2021 (no change from original figures booked for March 17-20)	3/17-20/21	7/21-24/21	4,125
Heart Rhythm Society Annual Scientific Sessions 2021 (originally 7,000 rooms on peak; 29,750 total rooms for May 20-22)	5/20-22/21	7/29-31/21	17,733
Wireless Infrastructure Association Connect (X) 2021 (no change from original figures booked for May 26-27)	5/26-27/21	8/4-5/21	2,496
New England States Consortium Systems Organization Medicaid Enterprise Systems Conference 2021 (no change from original figures booked for August 10-13, 2020)	8/10-13/20	8/9-12/21	2,896
UBM LLC BIOMEDevice 2021 (no change from original figures booked for May 5-6)	5/5-6/21	9/21-22/21	1,479

Events listed represent Postponed DEFINITES for new dates as listed. Only 1 of these events (Tentative) is still under negotiation.

Boston Convention Marketing Center 2021 CY YTD Status

- ◆ Customers are concerned about viability of events through June 2021
- ◆ A couple of events have questioned the same for later in the year
- ◆ Many events have tried 2020 virtual or hybrid meetings
 - ❖ Mixed results for performance
 - ❖ Most can't make the financial returns work

Boston Convention Marketing Center 2021 CY YTD Status

- ◆ Customer concerns
 - ❖ Reduced event participation and \$\$\$
 - ❖ Need parameters in Boston for their event
 - ❖ Many participants facing bans on travel
 - ❖ International travel to the U.S.
- ◆ Solutions needed for COVID-19 Vaccines and Prevention
- ◆ Positives – more and more customers talking to Boston about future events

Thank you!

REMARKABLE EXPERIENCES. IMAGINATION REALIZED.

Signature
BOSTON™



PHOTO CREDIT: BILL HORSMAN



••• MassMutual Center HIGHLIGHTS

General Updates

AIC Hockey

- We hosted (2) home games in November and (3) in December. As of now, we anticipate (5) games in January and (3) in February. We also have the 1st Round, 2nd Round, and Conference Championship Round on-hold in March.
 - The Conference Championship would be (2) Semi-Final games and (1) Championship game and AIC would host if they make it to the Semi-Finals with the best record in the Conference.
 - Currently AIC is ranked 20th in the NCAA.

Ice Rentals

- Between November 16 and January 14, we have hosted 78 ice rentals at the MassMutual Center.
- We have a full ice rental calendar for the remainder of January, February, and half of March.
- As of now, we plan to uninstall the ice after the AIC Hockey Season concludes.

“Bubble Concepts”

- Working with a client on a ~10 week “Bubble Season” that would bring an estimated 8,000 total hotel room nights to Western Massachusetts from July - August 2021. The event would utilize the Arena for practices and games.
- We have submitted a proposal for an 8 day “Bubble Pre-Season” that would bring an estimated 800 total hotel room nights between July 12 – 20, 2021. The event would utilize the Exhibition Halls.

Springfield Thunderbirds

- Unfortunately, the Springfield Thunderbirds were one of three AHL franchises that elected to opt out of play for the 2020-2021 AHL Season.
- We have begun working with the Thunderbirds on their availability calendar for the 2021-2022 season beginning in October 2021.

Snow Removal

- On December 17 we were hit with ~12 inches of snow. Through a combination of strategic scheduling between our FT and PT employees, we were able to remove the snow despite having significantly less staff than normal.



SALES UPDATE - November & December 2020

16

New Inquiries

63

Total inquiries Worked

October 2020			YTD		
Category	Total	Room Nights	Category	Total	Room Nights
Definite Booked					
3 Bookings	\$84,450		15 Bookings	\$351,000	1,405
New Tentative					
	\$		6 Bookings	\$146,750	150
Rescheduled					
Bookings	\$		2 Bookings	\$78,940	
Cancellations					
Booking	\$		6 Bookings	\$100,450	

General Update:

Client appreciation/Holiday Gift Promotion to approximately 75 Convention Center and Arena Clients
Teams call with MMC/GSCVB and new MGM GSO representing MGM Springfield for Group Business
Updated all Pricelists and Event Services Forms – Implementation in January, 2021
Finalize CY2020 Sales Reports to coincide with MGM calendar year programs

Trade Shows/Industry Events:

Continued with our IAVM Convention Center Town Halls for Sales
Working with GSCVB on next Email/Newsletter/Virtual Tour Campaign



MCCA Board Meeting

Thursday, January 21, 2021

Recommendation for Design Consulting Services

**MASSACHUSETTS
CONVENTION CENTER
AUTHORITY**

Signature
BOSTON™

Recommendation for Design Consulting Services

Background:

- Annually the Authority initiates facility improvements under the guidance of the Capital Replacement Budget.
- Pursuant to Massachusetts General Laws, the majority of these projects require designer engagements (conceptual designs, cost estimates, procurement documentation, feasibility studies, and investigations).
- In 1982, the State Designer Selection Board authorized the MCCA to form it's own Designer Selection Panel upon satisfying specific State requirements.
- Individual designer selections for each project are time consuming, cost inefficient, and do not facilitate consistent design deliverables or project outcomes.
- On-Call Designer Consulting Service contracts have effectively addressed these concerns. Multiple A/E Teams submitted proposals that were reviewed for a multi-year contract based on qualifications by the MCCA Designer Selection Panel adhering to the State's Designer Selection Criteria.

Recommendation for Design Consulting Services

Background:

The MCCA's Designer Selection Panel narrowed the numerous submissions for Designer Services Consultant and selected seven (7) firms for interview.

Fennick McCredie Architecture *		CES Consulting
Kleinfelder Northeast, Inc. *		RMF Engineering
Simpson, Gumpertz & Heger, Inc. *		Touloukian & Touloukian, Inc.
STV, Inc. *		
* Incumbents		

- Interviews were conducted over a three day period with four (4) firms being recommended for MCCA Board Approval.
- An approval of the Designer Selection Panel's would authorize the Executive Director of the Authority to negotiate fee structure, terms, & conditions with the four (4) firms.

Recommendation for Design Consulting Services

Background:

- Upon agreement with each of the firms, a three-(3) year contract (w/ 2-option years), with an initial value of \$3,000,000.00 will be executed by the Executive Director per the MCCA's Board approval.
- All design projects are individually proposed and negotiated with the Design Teams based on the actual scope of services and agreed level of designer effort required.
- All designer related costs are inclusive within the Board approved annual Capital Budget and the presented project budgets as brought to the Board.
- The primary User of the Consulting Services contracts is the MCCA's Capital Projects Team however, all MCCA departments may use as departmental needs dictate through the MCCA's project initiation process.

Recommendation for Design Consulting Services

Status of Contract:

Expiration of (3) Three Year Term:	February 1, 2024
Initial Fee Authorization:	\$3,000,000.00
Two (2) Option Years Available:	2025 & 2026.
Average Expenditure of (3 yr) Term:	\$2,500,000.00
Estimated Fee for Option Years:	\$2,000,000.00

MCCA Designer Selection Panel Recommended Firms:

1. Fennick McCredie Architecture
2. Touloukian & Touloukian, Inc.
3. Simpson, Gumpertz & Heger, Inc.
4. Kleinfelder Northeast, Inc.

Recommendation for Design Consulting Services

At a recent meeting of the Development & Construction Committee, the Committee adopted the Designer Selection Panel's choice and ranking and recommended that the Board confirm the recommendation and order as established by the Designer Selection Panel.

A vote to implement the recommendation of the Development & Construction Committee and authorize the Executive Director to negotiate a fee and thereafter execute a contract with the ranked award firms: 1) Fennick McCredie; 2) Touloukian & Touloukian Inc.; 3) Simpson, Gumpertz and Heger Inc.; and, 4) Klienfelder, in conformity with the advertised selection process would take the following form:

VOTE: **The Massachusetts Convention Center Authority hereby authorizes the executive director to negotiate a fee with Fennick McCredie, Touloukian & Touloukian Inc., Simpson, Gumpertz and Heger Inc., and, Klienfelder, and upon said satisfactory negotiations to execute a contract with each firm for a not to exceed fee of \$3,000,000, for a term of three years, with two (1) renewal year options, for Consulting Services in accordance with the Request for Proposals dated October 28, 2020.**

Board Vote-Design Consulting Services “House Doctor”

The selection of a design team for the Consulting Services, House Doctor so-called, is governed by the Authority's Designer Selection Procedures, adopted pursuant to G.L. 7C, § 46, *et seq.*, and approved by the State's Designer Selection Board.

The Authority published a Request for Proposal for Design Services: Consulting Engineer (“RFP”) on October 28, 2020 for the Boston Convention & Exhibition Center, the John B. Hynes Veterans Memorial Convention Center, the MassMutual Center and the Boston Common Garage.

The Design Services Consulting Engineer RFP was advertised in accordance with the provisions of Massachusetts General Laws 7C, § 46, *et seq.*, and the Authority's Designer Selection Procedures. Pursuant to the published RFP the Authority is seeking multi-disciplinary firms or teams to provide professional services with an emphasis on architectural and engineering services to serve as the Authority’s Consulting Engineer or “House Doctor”. The selected firms were asked to demonstrate expertise in the following disciplines including, but not limited to interior and exterior architectural design and finishes, roofing and building envelope, environmental, acoustical, fire alarm, vertical transportation, cost estimating, civil, structural, HVAC, fire protection, plumbing, electrical, geotechnical, architecture, landscape architecture and sustainable design.

A public briefing session was held on November 5, 2020. RFP Responses were due on November 18, 2020. The Authority received twelve (12) proposals from the following firms: Fennick McCredie; CES Consulting; RMF Engineering; Simpson, Gumpertz and Heger Inc.; Kleinfelder; Touloukin & Touloukian, Inc.; STV, Inc.; AECOM; CBI Consulting; Margulies Perruzzi; Fitzmeyer & Tocci Associates; and, Mount Vernon Group.

On December 16, 2020, the Authority’s Designer Selection Panel met to review the submitted proposals and to determine which firms, if any, should be selected as a semifinalist and to appear before the Panel for an interview. During this meeting the Panel determined that, pursuant to the published criteria of the RFP, seven (7) firms should appear for an interview with the Panel on January 13-15, 2021: Fennick McCredie; Kleinfelder; CES Consulting; STV, Inc.; RMF Engineering; Touloukin & Touloukian, Inc.; and, Simpson, Gumpertz and Heger Inc.

Following conclusion of interviews on January 15, 2021, the Panel convened and determined that the following four (4) firms are selected pursuant to the criteria of the published RFP as the four (4) with which to negotiate in order to arrive at a contract to provide Consulting Services in accordance with the published criteria set forth in the RFP in the following order: Fennick McCredie; Touloukian & Touloukian Inc.; Simpson, Gumpertz and Heger Inc.; and, Kleinfelder.

Pursuant to the Authority's Designer Selection Panel procedures, the Authority's Executive Director is required to negotiate a satisfactory fee with the four first ranked finalists.

At a recent meeting of the Development & Construction Committee, the Committee adopted the Designer Selection Panel's choice and ranking and recommended that the Board confirm the recommendation and order as established by the Designer Selection Panel.

A vote to authorize the Executive Director to negotiate a fee and thereafter execute a contract with the ranked award firms: 1) Fennick McCredie; 2) Touloukian & Touloukian Inc.; 3) Simpson, Gumpertz and Heger Inc.; and, 4) Klienfelder, in conformity with the advertised selection process would take the following form:

VOTE: The Massachusetts Convention Center Authority hereby authorizes the executive director to negotiate a fee with Fennick McCredie, Touloukian & Touloukian Inc., Simpson, Gumpertz and Heger Inc., and, Klienfelder, and upon said satisfactory negotiations to execute a contract with each firm for a not to exceed fee of \$3,000,000, for a term of three years, with two (1) renewal year options, for Consulting Services in accordance with the Request for Proposals dated October 28, 2020.

Quarterly Management Report

**MASSACHUSETTS
CONVENTION CENTER
AUTHORITY**

January 21, 2021

Table of Contents

Letter from the Executive Director..... 3

Financial Summary and Reports 5

 I. Results of Operations..... 5

 II. Explanation of Significant Financial Activities 7

 III. Consolidated Statement of Operations – Budget vs. Actual 8

 IV. Statement of Capital Spending 9

 V. Long Term Sales Lead Status Report..... 10

 VI. Event and Media Sales Definite Business 12

Springfield Update 14

 Sales Report 12

 F&B Report.....17

Event Images 12

Letter from the Executive Director

January 21, 2021

Dear Board Members,

Happy New Year! I hope everyone enjoyed a safe holiday season as we collectively put 2020 in the rearview mirror.

In December, our team once again partnered with State Representative David Biele to collect, sort, and deliver close to 1,000 toys to local families in need. This year, we were also excited to provide much needed space for the South Boston Neighborhood House Holiday Helper Program which provided gifts and clothing to over 400 families and 900 children in need of assistance during the holiday season. Working with the community on these programs is always a rewarding experience for our team. While the call for help was greater than in years past, the response of our team and community partners was more than up to the task.

At the BCEC, our engineering and maintenance teams, led by John Donahue, are making great progress on multiple capital projects to enhance and upgrade the venue as we draw closer every day to reopening. In addition to the improvements inside of the BCEC, steel framing for the World Trade Center Avenue Covered Walkway has been fully installed putting the project on target for completion by April. When completed, the walkway will create a public connection from the BCEC to the World Trade Center as the transformation of the South Boston Waterfront continues to evolve.

As we continue to improve the quality and versatility of our venues, I want to recognize and share my appreciation for the members of the MCCA Designer Selection Panel who have recently been contributing on the search efforts for the MCCA's Design Consultant Services Contracts to serve as house doctors for the MCCA. The Designer Selection Panel reviewed 12 strong proposals from design and engineering firms and interviewed seven of those firms last week. Today, John Donahue and members of our team will provide you with an update on that process followed by a recommendation of the MCCA's Designer Selection Panel.

Across town, we are partnering with our neighbor, Berklee College of Music, to host their hybrid Spring Semester at the Hynes. Classes will commence on Monday, January 25 and will run daily during the week from 10:00 a.m. to 6:00 p.m. Berklee will also host extracurricular activities on weekday evenings from 6:00 p.m. to 9:30 p.m. starting Monday, February 8. This program, called 'The Berklee District', will allow students to reserve space for clubs, rehearsals and meetings that fall outside of their academic schedules. We are looking forward to welcoming the Berklee community to the Hynes and helping our neighbors safely navigate musical theater education through this pandemic.

In Springfield, we are excited to welcome back the AIC Yellow Jackets who kicked off their season with back-to-back home game wins over the Air Force on November 27 and 28. While there will be no fans cheering on the Yellow Jackets from inside of the MassMutual Center arena this season, AIC has launched a fan photo cutout campaign, like many sports franchises are doing at venues across the country, in an effort to keep students and fans engaged in the ongoing season. Unfortunately, the Springfield Thunderbirds have opted out of the already abbreviated AHL season due to the financial constraints caused by the pandemic. The Thunderbirds are one of three independently owned AHL franchises and without the security of an NHL affiliate the difficult decision was reached to return at full strength for the 2021-22 season.

As our internal reopening committee, led by Rob Noonan and Diane DiAntonio, continues to position our venues as industry leaders in health and safety, our entire team is motivated and excited for the opportunity to get back to our real business in the coming months. Thank you again for your strong and unwavering support as we continue to navigate through these most challenging times.

Sincerely,

A handwritten signature in blue ink, appearing to read 'D. Gibbons', enclosed within a light blue rectangular border.

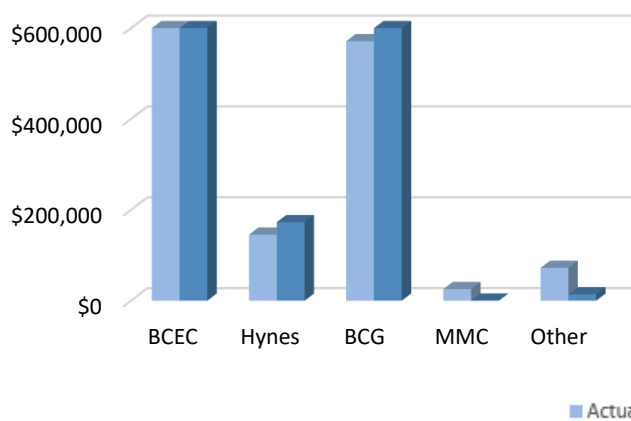
David Gibbons
Executive Director

Financial Summary and Reports

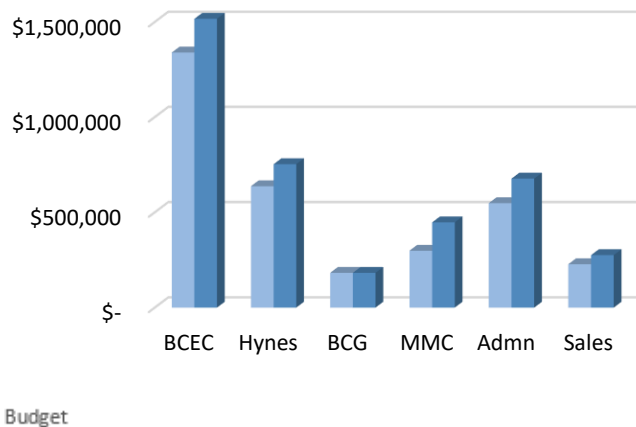
I. Results of Operations

FY 2021 for the five months ending – November 2020

Nov Revenues by Cost Center

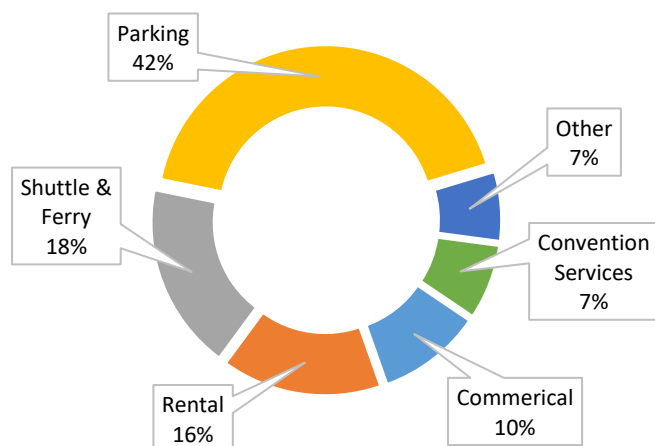


Nov Expenses by Cost Center

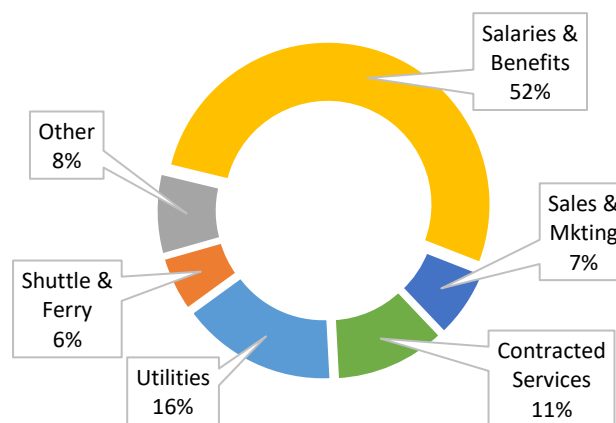


Net Cost of Operations	<u>Actual</u> <u>Nov</u>	<u>Budget</u> <u>Nov</u>	<u>Variance</u>	<u>Actual</u> <u>YTD</u>	<u>Budget</u> <u>YTD</u>	<u>Variance</u>
	\$(1,784,130)	\$(2,328,406)	\$544,275	\$(10,654,333)	\$(11,267,146)	\$612,813

November Revenue Sources



November Expense Sources



Results of Operations
FY 2021 for the Five Months Ending
November 2020

	Actual Nov	Budget Nov	Variance Fav (Unfav)	Comments / Major Drivers
Revenues				
BCEC	615,675	628,594	(12,290)	Cancelled event revenues offset by shuttle bus revenues under budget
BCEC Lawn on D	20,725	20,833	(108)	
Hynes	145,401	172,856	(27,454)	
Boston Common Garage	571,288	685,667	(114,379)	Transient and monthly parker revenues under budget
MassMutual Center	25,671	441	25,230	Cancelled event rent
Other Income	72,275	14,075	58,200	Boston Tea Party loan interest and auction sales
Total Revenues	1,451,035	1,522,466	(71,431)	
Expenses				
BCEC	1,339,479	1,516,359	176,881	Shuttle bus expense savings
BCEC Lawn on D	2,569	252	(2,317)	
Hynes	636,894	752,266	115,372	Restaurant real estate tax timing variance
Boston Common Garage	182,423	182,443	20	
MassMutual Center	298,319	447,294	148,975	Payroll, outside service and utilities savings
Subtotal: Operations	2,459,319	2,898,614	438,931	
Central Administration	547,870	676,850	128,980	Payroll and software licensing under budget
Marketing & Sales	227,613	275,408	47,795	Tradeshaw and convention services savings
Total Expenses	3,235,165	3,850,872	615,706	
Net Income of Operations				
	\$(1,784,130)	\$(2,328,406)	\$544,275	

II. Explanation of Significant Financial Activities

June 2020, Fiscal Year 2020

Summary – November 2020, Fiscal Year 2021

For November, net cost of operations was \$1.78M, favorable to budget by \$544k.

Revenues

- BCEC revenues were unfavorable to budget by \$13k. The unfavorable variance is also a result of ferry and shuttle revenues being budgeted at \$420k and only actualizing at \$262k. However, this variance was offset with a positive shuttle bus service expense of \$152k. The BCEC also received \$139k in rental revenue as a result of a cancelled annual convention. November hotel lease agreements proceeds were \$89k, which is consistent with budgeted amounts.
- Hynes revenues were under budget by \$27k. During November the building held the Learning Project and the Security Promotional Exam. These events generated a total of \$61.5k in rental and \$6k in security revenues. The additional revenues at the Hynes came from lease agreements that totaled \$58k, this was \$52k under budget due to prior month adjustments.
- Boston Common Garage revenues were \$114k under budget. Transient parker revenues were below budget by \$88k. This is the first month the Garage has seen a decrease in transient parker revenues since May. Monthly parker revenues were under also under budget for the month by \$28k, however these revenues have increased from prior month by \$6k.
- MassMutual Center revenues were over budget by \$25k as a result of cancelled event rent received amounting to \$24,600.

Expenses

- BCEC operating expenses were \$176k under budget. This variance is primarily due to the previously mentioned shuttle bus expense being under budget by \$152k. The BCEC also saw a positive variance of \$58k on utilities in November and savings from lower snow removal spending (\$20k).
- Hynes operating expenses were \$115k under budget. This positive variance is primarily attributable to the restaurant real estate tax timing variance of \$128k that will adjust in December. The Hynes is actualizing savings on pausing annual E&M contracts. For the month of November, the total positive variance that actualized amounted to \$16k.
- MassMutual Center expenses were below budget by \$149K. These savings can primarily be attributed to utilities, which contributed \$63k to the positive variance for the month. The MMC is also seeing savings on the outside service and E&M contracts totaling \$25k, as well as payroll savings in the amount of \$27k.

III. Consolidated Statement of Operations – Budget vs. Actual

For the five months ending November 30, 2020

	Actual Nov	Budget Nov	Variance Fav (Unfav)	Actual YTD	Budget YTD	Variance Fav (Unfav)	Annual Budget FY21
Revenues							
BCEC	615,675	628,594	(12,920)	1,330,296	3,663,130	*(2,332,834)	9,302,906
BCEC - Lawn on D	20,725	20,833	(108)	119,508	118,912	596	749,745
Hynes	145,401	172,856	(27,454)	1,111,484	340,095	771,390	3,648,547
Boston Common Garage	571,288	685,667	(114,379)	3,002,922	3,016,354	(13,432)	8,580,326
Springfield	25,671	441	25,230	120,200	104,517	15,682	1,178,154
Other Income	72,275	14,075	58,200	316,677	70,373	246,304	802,174
Total Revenues	1,451,035	1,522,466	(71,431)	6,001,087	7,313,381	(1,312,294)	24,261,853
 BCEC	 1,339,479	 1,516,359	 176,881	 6,912,315	 7,337,072	 424,757	 21,217,794
BCEC - Lawn on D	2,569	252	(2,317)	17,193	40,800	23,607	161,812
Hynes	636,894	752,266	115,372	3,142,364	3,351,788	209,424	10,037,403
Boston Common Garage	182,423	182,443	20	883,900	915,157	31,257	2,240,468
Springfield	298,319	447,294	148,975	1,609,749	2,074,267	464,519	6,111,494
Sub-total - Operations	2,459,683	2,898,614	438,931	12,565,521	13,719,084	1,153,563	39,798,970
Central Administration	547,870	676,850	128,980	3,156,523	3,598,311	441,787	8,417,923
Marketing & Sales	227,613	275,408	47,795	933,376	1,263,132	329,756	3,943,790
Total Expenses	3,235,165	3,850,872	615,706	16,655,421	18,580,527	1,925,107	52,130,683
 Net Cost of Operations	 \$(1,784,130)	 \$(2,328,406)	 \$544,275	 \$(10,654,333)	 \$(11,267,146)	 \$612,813	 \$(27,868,831)

*Timing variance due to \$2 Million budgeted in Oct for FEMA reimbursement - \$2.16Million to be booked in June.

IV. Statement of Capital Spending

As of November 30, 2020

Facility	Project Category	Original FY21 Budget	Changes to FY21 Budget	Total Revised FY21 Budget	Spent to Date	Total Remaining
BCEC	Technology Upgrades	12,372,200	-	12,372,200	221,066	12,151,134
	Facility Improvement	3,040,300	-	3,040,300	1,066,194	1,974,106
	Vehicles (Ferry)	214,200	-	214,200	1,080,974	(866,774)
	Equipment & Fixture - Equipment	-	-	-	36,358	(36,358)
	Equipment & Fixture - Fixtures	-	-	-	1,079,228	(1,079,228)
		15,626,700	-	15,626,700	3,483,820	12,142,880
Hynes	Technology Upgrades	245,300	-	245,300	353,298	(107,998)
	Facility Improvement	-	-	-	-	-
	Equipment & Fixture - Equipment	-	-	-	-	-
	Equipment & Fixture - Fixtures	-	-	-	-	-
		245,300	-	245,300	353,298	(107,998)
BCG	Technology Upgrades	8,152,000	-	8,152,000	649,428	7,502,572
	Facility Improvement	74,600	-	74,600	-	74,600
	Equipment & Fixture - Equipment	-	-	-	77,885	(77,885)
	Equipment & Fixture - Fixtures	-	-	-	-	-
		8,226,600	-	8,226,600	727,314	7,499,286
MMC	Facility Improvement	366,900	-	366,900	210,519	156,381
	Equipment & Fixture – Fixtures	-	-	-	-	-
	Equipment & Fixture - Equipment	25,000	-	25,000	-	25,000
	Technology Upgrades	-	-	-	343,143	(343,143)
		391,900	-	391,900	553,662	(161,762)
Admin/Multi	Facility Improvement	186,700	-	186,700	11,650	175,050
	Technology Upgrades	-	-	-	103,368	(103,368)
	Salary & Benefit Allocation	2,275,000	-	2,275,000	949,294	1,325,706
		2,461,700	-	2,461,700	1,064,311	1,397,389
	Total Annual Capital Projects	26,952,200	-	26,952,200	6,182,406	20,769,794
BCEC	Master Planning	243,000	-	243,000	24,839	218,161
MMC	Springfield Garage Replacement	900,000	-	900,000	10,686	889,314
	Total Budgeted Capital Projects	28,095,200	-	28,095,200	6,217,931	21,877,269

V. Long Term Sales Lead Status Report

Professional and Scientific Associates GSA Smart Pay Forum 2022

The Professional and Scientific Associates (PSA) is an organization that plans and manages meetings and events for government agencies and departments. They contract with the GSA. Due to the COVID-19 pandemic they cancelled the 2020 event and sourced Boston for the August 2022 event. The forum is held each year and is an educational event for government employees who administer the Smart Pay credit card program for government employees. It is sponsored by the banks that offer the program. They meet in August and require the Ballroom and meeting rooms at the BCEC. There is no exhibit component. They forecast 3,500 attendees, 2,500 peak night rooms, and 9,625 total room nights. We have submitted the dates of August 6, 2022 for review which was well received. Government regulations require that 3 bids be considered, and we compete with Chicago and New York City. Our bid is the front-runner, and the process will go through four approvals. Decision is anticipated in early-Spring 2021 and contracts can be signed by June 2021.

Building: BCEC

Attendance: 3,500

Peak Room Nights: 2,500

Total Room Nights: 9,625

Month / Year: August 2022

American Association of Immunologists, Inc., IMMUNOLOGY 2026

The American Association of Immunologists, Inc. (AAI) is an international, professional association founded in 1913 for the purpose of advancing the knowledge of immunology and representing the scientists who conduct research in the field. Membership is comprised of over 7,000 professionally degreed (M.D., Ph.D. or equivalent) individual scientists and clinicians, as well as students and postdoctoral trainees, engaged in basic and clinical research in the field of immunology. AAI is the sole sponsor of an annual scientific meeting with an attendance of approximately 4,000. The AAI meeting is the largest annual "all-immunology" meeting in the world and features major presentations from the most prominent scientists in the field. The scientific program, typically involving over 700 presenters, will cover the most cutting-edge science in plenary sessions, awards lectures, major symposia as well as workshops and tutorial by AAI and guest societies. In addition, this meeting has a Call for Papers that brings in over 2,000 abstracts of original data presented in numerous oral session and dynamic poster sessions held on the exhibit floor throughout the week. An additional 150+ companies make up the exhibit component of the meeting. The last time AAI met in Boston for the annual meeting was in 2012 at the Hynes. AAI had a very successful meeting and have had interest in Boston since, but we have not been awarded the business. They have outgrown the Hynes exhibit space and now require the BCEC, but the peak room nights are under 2,000 and for six years out we needed to find the right set of dates for a group of this size. AAI will meet in April – May avoiding religious holidays and Mother's Day. Hotel room rates have been a challenge in the past since the attendees pay their own way.

AAI requests rates in the mid-\$200's. We have identified April dates, peaking over Marathon weekend which we typically do not have at the BCEC when looking back to previous Marathon weekends and looking ahead to what is booked in the future. We have asked the Waterfront Hotels for their support to win this business. We received bids ranging from mid-\$200's to mid-\$300's, if the client can work with at least low \$300's, these dates will be a great fit for all. If not, I am not sure AAI will return to Boston anytime soon due to our hotel room rates being out of their parameters. We have sent the client high level hotel information asking if AAI

can be flexible and if so, we will put together a full Boston proposal. AAI is planning to make a final decision by the end of Q1 2021.

Building: BCEC

Attendance: 4,000

Peak Room Nights: 1,600

Total Room Nights: 6,656

Month / Year: April 2026

Asian American Hotel Owners Association Annual Convention & Trade Show 2024

Asian American Hotel Owners Association (AAHOA) is the largest hotel owners association in the world. The more than 17,000 AAHOA members own almost one in every two hotels in the United States. With billions of dollars in property assets and hundreds of thousands of employees, AAHOA members are core economic contributors in virtually every community in the United States. The Annual Convention & Trade Show helps to advance the mission of the Association through the enhancement of leadership and educational opportunities in a setting that is conducive to attract meaningful participation. The goals of the Annual Convention include conducting the governance of the Association, delivering unique educational opportunities, providing the state of the industry, exposing hoteliers to hotel products and services, incorporating productive networking opportunities, and celebrating industry pride. The AAHOA Annual Convention & Trade Show has over 4,000 attendees, 500+ exhibiting companies, an excess of 250,000 square feet of exhibit space, and more. The Annual Convention & Trade Show has never been held in Boston. AAHOA has invited Boston to bid several times in the past but we have never had the right availability. Boston was originally targeted for 2028 or 2030 but we are now looking at possibility of 2024. 2024 was set for Los Angeles but AAHOA needs a new city due to impending renovations at LA's Convention Center. Boston will be presented the official RFP at the beginning of 2021. For the right deal, AAHOA may consider dates over Passover which we currently have available. Customer requires the ability to work with an outside Indian Caterer but will also work with the in-house caterer for a variety of needs. AAHOA has come to agreeable buy-out terms with other tier 1 destinations including properties who work with Levy Restaurants. If Boston's proposal, including center and hotel financials are reasonable, Boston can be recommended to AAHOA's Board for a quick approval and signature. The business is currently targeted for a FY-21 (June) close.

Building: BCEC

Attendance: 6,000

Peak Room Nights: 3,000

Total Room Nights: 12,990

Month / Year: March 2024

American Association of Orthodontists – AAO Hybrid Annual Session 2021

The American Association of Orthodontists (AAO) provides the latest scientific, educational, and technological information to orthodontists, students, and orthodontic staff from all regions of the world through seminars and exhibition. AAO was scheduled to return to Boston in April 2021 following a very successful Boston meeting in May 2011. AAO has already experienced a fully remote Annual Session in May 2020. With COVID-19 a continued concern and uncertainty of AAO being able to execute a Boston meeting in April 2021 they requested to postpone the Boston meeting to June 2021. There is a strong desire for an in-person meeting by the majority of AAO leaders, key exhibitors, members, and attendees. The AAO team has been working diligently to plan for a smaller hybrid event that will include social distancing in a safe meeting environment. While this is only a postponement of two months, AAO has many other meetings later in the year that does not allow for the Annual Session to be scheduled beyond June 2021. After working closely with hotel partners, offsite venues, the MCCA, BCMC and factoring in a Lawn on D event, AAO has signed off on Boston for June

2021. While we were expecting 18,000+ attendees for the April 2021 event utilizing the entire BCEC during pre-COVID planning, the new Hybrid June 2021 event is expected to attract 7,000 attendees in the same BCEC space and consume about half of the originally estimated hotel rooms. AAO was expecting another very positive turn-out from a Boston meeting and is very pleased to have a plan for this event in 2021 in our city.

Building: BCEC

Attendance: 7,000

Peak Room Nights: 2,475

Total Room Nights: 9,215

Month / Year: June 2021

Amazon Web Services, Inc. Amazon Web Services Security Event 2024

Amazon Web Services, Inc. (AWS) is a subsidiary of Amazon.com that provides on-demand cloud computing platforms to individuals, companies, and governments, on a paid subscription basis. AWS has been the fastest growing subsidiary of Amazon's organization and is the world's largest provider of public cloud infrastructure. The Amazon Web Services Security Event was held for the first time in Boston at the BCEC in June 2019. Attendees of AWS re:Inforce can expect two days of security, identity and compliance learning and community building. Attendees will learn how to keep their business and customers secure in the cloud. AWS is looking to return to Boston in June 2024. AWS has just started to review bids for 2022-2024 and a decision is expected quickly.

Building: BCEC

Attendance: 8,000

Peak Room Nights: 3,700

Total Room Nights: 9,182

Month / Year: June 2024

VI. Event & Media Sales Definite Business

The McCourt Foundation Annual Gala

Since 1992, The McCourt Foundation (TMF) has been an organization dedicated to enhancing the lives of patients and families affected by health-challenges within the neurology community and beyond. The McCourt Foundation hosts an Annual Gala which also serves as their fundraising event. The client is still considering an event in the Fall of 2021, which could potentially be the first time the event would be held at the BCEC.

Building: BCEC

Attendance: 600

Peak Room Nights: 0

Total Room Nights: 0

Month/Year: Fall 2021

Beth Israel Deaconess Hospital Annual Gala

Beth Israel Deaconess Hospital–Needham (BID Needham), a part of Beth Israel Lahey Health, is a licensed 58-bed acute care community hospital, and home to a new Outpatient Clinical Center, Surgical Pavilion, the Lank Cancer Center, and Breast Care Center. The BID-Needham annual gala/fundraising event brings together community members to celebrate the hospital and the community it serves. Attendees include area businesses, community leaders and area residents. In 2020, the event was held virtually. This would be a first-time event for the BCEC or Hynes.

Building: BCEC or HYNES

Attendance: 800
Peak Room Nights: N/A
Total Room Nights: N/A
Month/Year: Fall 2021/2022

PM360 Trade Show 2022

PM360 is the premier magazine for marketing decision makers in the pharmaceutical, biotech, and medical device industries. Published monthly, PM360 is the only journal that focuses on delivering the full spectrum of practical information necessary for product managers and pharma marketing professionals to succeed in the complex and highly regulated healthcare environment. They host a 2-day event and tradeshow for marketing and PR executives within the pharma, biotech, and medical device industries. This would be a first-time event for the MCCA.

Building: BCEC or HYNES
Attendance: 1,000
Peak Rooms: 50
Total Room Nights: 100
Month/Year: Spring/Fall: 2022

MagicFest 2022

CFB Events, Inc. is a global events company with operations spanning across five continents. Their events portfolio includes 55 Magic Grand Prix stretched across 20 countries, and business specialties include Gaming, Esports, Marketing, Advertising, Media, Event Management, Digital Marketing, and Tournament Play. MagicFest, a subsidiary of Hasbro, is a board game tournament with qualifying players eligible to earn prize money. The 3-day event is open to the public featuring artists, cosplay and secondary game play with approximately 35 million players and over 20 billion Magic cards. This would be a first-time event for the MCCA.

Building: HYNES
Attendance: 2,500
Peak Room Nights: 500
Total Room Nights: 1,500
Month/Year: Year-round/2022

Seqirus Summer Outing

Seqirus is derived from the expression 'securing health for all of us.' Their parent company, CSL, is headquartered in the United Kingdom and founded in 1916 to save lives and protect the health of people. As the only vaccine company with a singular global focus on influenza, using cutting-edge research, transformative technologies and the latest methods of production and distribution, while protecting communities from seasonal influenza and global pandemic threats. This is their employee summer event, and a new customer on the Lawn on D.

Building: Lawn on D
Attendance: 200
Peak Room Nights: 0
Total Room Nights: 0
Month/Year: Summer 2021

MassMutual Center - Springfield Update:

SALES UPDATE - November & December 2020

16

New Inquiries

63

Total inquiries Worked

November & December 2020			YTD		
Category	Total	Room Nights	Category	Total	Room Nights
Definite Booked					
3 Bookings	\$86,450		Bookings	\$351,000	1,405
New Tentative					
	\$		6 Bookings	\$146,750	150
Rescheduled					
	\$		2 Bookings	\$78,940	
Cancellations					
	\$		6 Bookings	\$100,450	

General Update:

Client appreciation/Holiday Gift Promotion to approximately 75 Convention Center and Arena Clients
Teams call with MMC/GSCVB and new MGM GSO representing MGM Springfield for Group Business
Updated all Pricelists and Event Services Forms – Implementation in January, 2021
Finalize CY2020 Sales Reports to coincide with MGM calendar year programs

Trade Shows/Industry Events:

Continued with our IAVM Convention Center Town Halls for Sales
Working with GSCVB on next Email/Newsletter/Virtual Tour Campaign

Administrative Update:

- Submitted our Big3 2021 Season proposal this week – the proposal was structured to discount venue costs in correlation with the more hotel rooms booked. This opportunity is an estimated 8,000 total hotel room nights for a ~10 week period from July-August.
- Putting together a proposal to host the Globetrotters pre-season camp from July 12-20. This event would bring an estimated 800 total hotel rooms over the course of the event. We will be putting together an aggressive proposal on behalf of the venue and will be requesting a \$10 rebate back to MMC from our hotel partners.
- Unfortunately, the Springfield Thunderbirds opted out of the 2020-2021 AHL season. We will be submitting our availability for the 2021-2022 season by next Friday. We are still awaiting the Thunderbirds to sign their lease extension.

- Conference call with the MCCA and our MGM Entertainment Booking team to discuss the inability to book the (4) mandated shows in FY21 due to COVID-19, the state of the industry, the expectation for the resumption of shows in 2021/2022, and the upcoming expiration of the management contract.
- Initial conversations with 'for King & Country' about postponing the May 2021 date to either the Fall of 2021 or Spring 2022 due to concerns over capacities in May and the ability to host a financially feasible concert. This is a co-pro event, so we are inclined to postpone the event as long as we don't lose the show.
- Kudos to the GSCVB and Mary Kay especially that the TDMD (Tourism Destination Marketing District) bill passed in both the House and the Senate as part of the legislature's economic development bill.
- Met with Nexstar regarding our digital and social SEO and SEM campaigns.
- Call with Tammy from IAVM regarding the potential for MMC to qualify for the "Shuttered Venues Grant".
- Continued work being put into Dance Competition layouts/letters and review of current guidelines to see if/how we can host these competitions in early/mid 2021.
- Submitted final annual employee reviews and will be scheduling meetings beginning on January 14.
- Finalized 2021 Pricing Sheets and Event Forms from staff changes/feedback. (A/V and Equipment Price List, Engineering Services Form, Telecommunications/Internet Services Order Form, A/V Order Form, Cleaning Services Order Form, Vehicle Display Policy, and Helium Waiver).
- Conference call with USA Gymnastics to review 2021. Officially CXL'ing at DCU. Will now host at MMC if allowed. Need to finalize rental structure based on reduced space, no F&B, etc.
- Introductions with Lori Carbone with MGM – New point of Contact for MGM Springfield for groups.
- We are in the process of completing an analysis of our annual cleaning costs related to the AIC hockey season. We will be meeting internally to discuss AIC's "Senior Night" to develop a plan for how we can allow the parents of the graduating seniors to attend the game. Lastly, we have placed holds on the first three weekends of March for AIC – 1st Round Playoffs, 2nd Round Playoffs, and the Conference Championships. The Conference Championships would be (2) semi-final games and (1) championship game and AIC would host if they make it to the semi-finals with the best record in the conference. This is a potential opportunity to generate additional revenue for our bottom line.
- Participated in MCCA Re-Opening Committee conference call to discuss current status and next steps.
- Finalized a 2021 action plan to address the results of our MassMutual Center Employee Engagement Survey.
- Continued discussions and walk-throughs relative to the potential "Trial Court" opportunity.

- Increased discussions with laid-off employees – several employees have now found alternative places of employment – leading to uncertainty around if employees will return when the time comes.

MassMutual Center FY21 Financials as of November

Below is the breakdown of the MassMutual Center financials through November 2020. Our favorable net loss compared to budget can be attributed to the concerted effort of the team in making sure that controlling our expense is a top priority. We were also able to generate \$25K in revenue through 2 AIC College Hockey games and Ice Rentals.

	YTD THRU NOV FY 2021	BUDGET FY 2021	DIFFERENCE
NET LOSS	(1,230,171.00)	(1,676,901.00)	446,730.00

Due to the COVID 19 pandemic, the MassMutual Center has had:

- Cancellations: 94 events (includes estimated games lost due to the cancellation of the Thunderbirds 2020-2021 Season)
 - \$1,333,580 in estimated Net Event Income
- Postponements: 21 events
 - \$448,774 in estimated Net Event Income

Arena & Convention Center Concert / Comedy / Family Show Events

On-Sale / Announced

- AIC Hockey – 5 home games in January, 4 home games in February, and the 1st Round, 2nd Round, and Championship Round are all on hold in March.
- For King & Country – May 20, 2021 – event was postponed from May 3, June 20, and September 10, 2020. This event is beginning to look at Fall 2021 and Spring 2022 as another potential rescheduled date.
- NCAA D1 Regional Hockey Tournament – March 2024

Tentative/Confirmed

- Garden Brothers Circus – May/June 2021 and May/June 2022
- TRAXXAS Monster Trucks – looking for alternative dates later in 2021 or early 2022
- Trio 651 (Artimus Pyle) – May 2021
- Trio 651 (Atlanta Rhythm Section) – July 2021
- NBA Enshrinement – September 2021
- Trio 651 (Johnny Lang) – October 2021
- Red Sox Winter Weekend – January 2022
- Globetrotters – February 11, 2022
- Disney on Ice – March 2022

Under Review Business

- WWE Live! – August 2021
- Globetrotters Training Camp – July 2021
- BIG3 2021 Season Bubble – July-August 2021

- Trio 651 (Molly Hatchet) – October 2021

Capital Projects Update – FY21:

- **Convention Center Carpet Replacement Project -**
 - The MCCA is working with FMA and Shaw on patterns and colors for the convention center. Renderings are due to the MCCA in early January and will be shared with MMC upon their arrival.
- **Stair 7 Entrance -**
 - The MCCA has purchased the Civic Center garage and plans call for the demolition of the existing garage and construction of a new garage. Stair 7 entrance located on State Street has been identified as a potential temporary entrance for the MassMutual Center as guest will use the parking at MGM Springfield. Jensen Hughes is reviewing code and assessing potential upgrades to the staircase. A site survey is expected in January to review accessibility.

Operations Update:

- American International College started their season on 11/27 against Air Force. Currently AIC is ranked 19th in the country with a record of 8-3 and are in first place in their conference. The season has been challenging with a few games cancelled due to safety protocols for their opponents.
- The cooling systems have all been shut down and winterized and heating systems are up and running.
- Operations staff continues to clean and sanitize the offices, common spaces and entrances daily. Additionally, all player entrances, locker rooms, benches and penalty boxes are cleaned and sanitized after each use.
- The MassMutual Center engineering team has adjusted the ice plant to minimize run time of the compressors by raising the ice set points a few degrees during the hours of 8 PM and 7 am. This has decreased the amount of compressor starts up to every four hours.
- Advanced Energy Group was on site for one last review of the lighting in the MMC convention center. Once all their information is compiled, an energy audit will be presented to the MMC/MCCA for additional changes to the MMC lighting which will help lower the utility usage at the MMC.
- The facility engineering team has been monitoring and turning off equipment in areas of non-use in the facility. The public safety team has been diligent in reviewing the cameras and turning off lights in unoccupied areas.

Food & Beverage – Q2 FY21 Highlights:

- As the 180 day furlough period expired, unfortunately, we had to lay off Chef Scott. I have spoken to him at length throughout the week and he is doing well, all things considered. He has assured me that he wants to return when we are ready to open our doors again.

- AIC returned to play in late November, with no fans in the stands, and we have been limited to feeding the officials box lunches for every game. Box lunches include a fresh deli sandwich, gourmet cookies, fresh fruit, chips and a bottle of water.
- Spectra continues to look at the “Together Again” plan for reopening. As guidance continues to change weekly, these plans are update to reflect these changes.
- With these changes, we continue to fine-tune our reopening plan for the MassMutual Center. Highlights to include:
 - General overview of financial impacts of the “new normal”
 - PPE requirements per CDC, state and local guidance
 - Delivery restrictions to insure social distancing, and safe product transfer
 - A complete sanitation plan for all F&B areas
 - Staff training and screening
 - Set up for concessions and catering
 - Signage
- Reviewed Bypass options for touchless POS. Key features include:
 - Station Pro terminals which allow for customer facing display to allow for customer to process payment.
 - Station Pro has dual mode to be used as a Kiosk for customer ordering and remote fulfillment.
 - Kiosk feature was negotiated into Spectra deal and is free to utilize.
 - Mobile ordering with remote fulfillment.
 - Flex handheld terminals for portables, beer carts and hawkers can utilize cellular networks to improve connectivity issues.
 - Standard ordering
- I am conducting a weekly walk through of all F&B locations. During this walk through we make sure that faucets and drains are working properly, equipment is maintained in good working order, and we inspect all locations for any pest activity.
- I have been working on an ongoing project to revise both our catering and concessions menus. Key things to consider post-Covid:
 - Catering menus are going to be driven towards bundled items making it easier for an event planner to select a “one stop” menu for their guests.
 - Both Catering and concessions menus will incorporate a 4-8% price increase to cover additional expenses due to additional staffing, PPE and increased COS.
 - Concessions menus are simplified to reduce customer interaction time.
 - Concessions menus are designed for remote fulfillment for touchless transactions.

Community Engagement Images:



