

# **Massachusetts Convention Center Authority**

Thursday – June 13, 2024

10:00 a.m. – 12:00 p.m.

415 Summer Street

Boston, MA 02210

Board Room 201

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: 292 213 549#

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## **AGENDA**

- I. Roll Call
- II. Review and Adoption of Minutes of May 16, 2024
- III. Executive Director's Report
- IV. Boston Convention Marketing Center Performance Report
- V. MassMutual Center/MGM Springfield Sales and Marketing Update
- VI. Report of AF&P Committee
  - 1. Greater Boston Convention & Visitors Bureau Agreement FY 2025 [VOTE]
  - 2. Fiscal Year 2025 Budgets
    - i. Operating Budget [VOTE]
    - ii. Capital Budget [VOTE]
- VII. Report of Development & Construction Committee
  - 1. STV Design Fee Authorization for Hynes Deferred Maintenance [VOTE]
  - 2. Cypher Street AUL Filing per MCP [VOTE]
  - 3. BCEC Fire Alarm Maintenance Contract [VOTE]
- VIII. New Business
  - 1. Podcast Studio Update
- IX. Old Business
- X. Adjournment





# ***Boston Convention Marketing Center***

Performance Report / MCCA Board Meeting – June 2024

*Signature* BOSTON™





## *May 2024*

- American College of Obstetricians & Gynecologists Annual Clinical and Scientific Meeting 2028
  - BCEC event for May 2028 with 8,540 room nights
- American Orthopaedic Foot & Ankle Society Annual Meeting 2028
  - Hynes event for October 2028 with 3,385 room nights
- Association of American Medical Colleges Learn Serve Lead 2029
  - BCEC event for November 2029 with 13,965 room nights
- American Diabetes Association Scientific Sessions 2032
  - BCEC event for June 2032 with 34,020 room nights





## *May 2024*

- Society of Women Engineers Annual Conference 2032, 2035
  - BCEC event for October 2032 with 21,150 room nights
  - BCEC event for November 2035 with 21,150 room nights
- Biotechnology Innovation Organization International Convention 2037, 2039, 2041
  - BCEC event for June 2037 with 38,640 room nights
  - BCEC event for June 2039 with 38,640 room nights
  - BCEC event for June 2041 with 38,640 room nights





*YTD (July 2023 – May 2024)*

	Bulls Eye *	Non Bulls Eye	Totals
BCEC Events	28	3	31
Hynes Events	19	5	24
Total Events	47	8	55

BCEC Room Nights	385,497	5,660	391,157
Hynes Room Nights	115,795	8,757	124,552
Total Room Nights	501,292	14,417	515,709

\*Bulls Eye = 1,000 rooms on peak or more



*May 2024*

	# of Events
BCEC Events	6
HYNES Events	6
Lawn on D Events	5
<b>Total Events</b>	<b>17</b>
BCEC Room Nights	4,440
HYNES Room Nights	100
Lawn on D Room Nights	0
<b>Total Room Nights</b>	<b>4,540</b>



*YTD (July 2023 – May 2024)*

	# of Events
BCEC Events	51
HYNES Events	55
Lawn on D Events	32
<b>Total Events</b>	<b>138</b>
BCEC Room Nights	13,577
HYNES Room Nights	7,806
Lawn on D Room Nights	0
<b>Total Room Nights</b>	<b>21,383</b>



- The year-to-date rental revenue has exceeded \$6.6 million, marking a 10-year record high. This is attributed to an increase in short-term corporate demand, the trade show market segment, specifically international medical-related events, and growth of existing annual events
- Sales from Sponsorship & Advertising generated over \$180,000 in revenue in the month of May, the highest of the fiscal year. Total year-to-date revenue is over \$1 million.





# BCEC & Hynes Events

## June - July 2024

Event Name	Venue	Dates	Total Room Nights
Endocrine Society's Annual Meeting & Exposition 2024	BCEC	06/01/24 – 06/04/24	19,665
National Alliance for Public Charter Schools National Charter Schools Conference 2024	BCEC	06/30/24 – 07/03/24	5,116
School Nutrition Association Annual National Conference 2024	BCEC	07/14/24 – 07/16/24	12,265
American Association of Colleges of Pharmacy Annual Meeting 2024	Hynes	07/20/24 – 07/23/24	7,020
Credit Union National Association and World Council of Credit Unions - CUNA/WOCCU Joint Conference 2024	BCEC	07/21/24 – 07/24/24	8,825
Tenth World Congress of Veterinary Dermatology 2024	Hynes	07/25/24 – 07/29/24	3,723

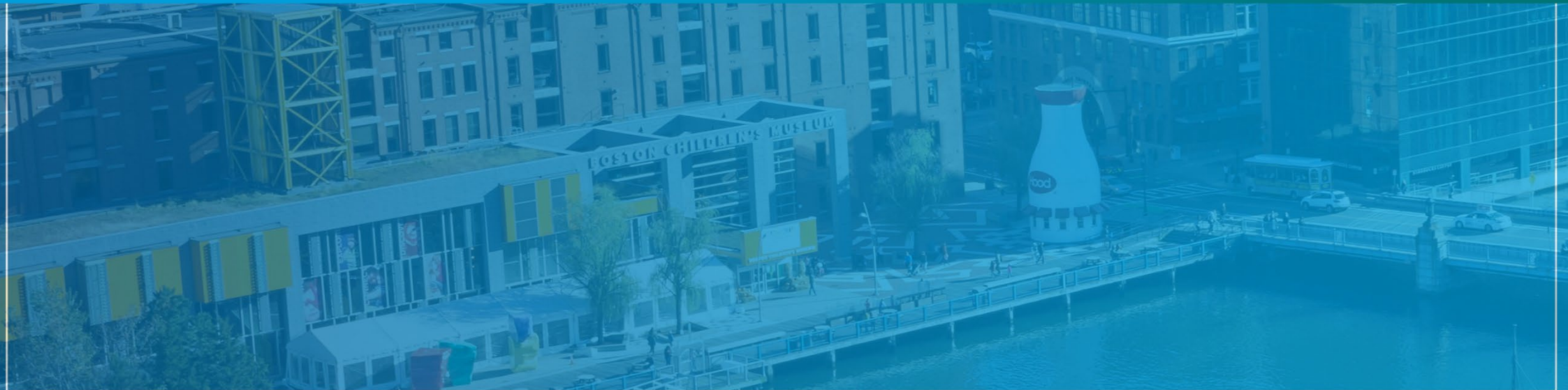




***Thank you!***

Remarkable Experiences. Imagination Realized.

*Signature* **BOSTON**







# ••• MassMutual Center HIGHLIGHTS



# GENERAL UPDATE

- VenuesNow's 2024 Top 10 Stops Mid-Year Worldwide Venues rankings in the 5,001-10,000

2024 MID-YEAR TOP STOPS GLOBAL RANKING						
Capacity Group	Rank	Venue	Tickets Sold	Venue Capacity	Gross	Shows
5,001-10,000	#9	MassMutual Center, Springfield, MA	172,584	9,205	\$3,967,263	51



∴ MassMutual Center

ALL STARS.  
ALL SHOWS.  
ALL SEASONS.

× × × YOUR FRONT ROW SEAT TO THE BEST  
× × × IN NEW ENGLAND ENTERTAINMENT

VenueNow's #9 Ranking in 2024  
Mid-Year Worldwide Venues!

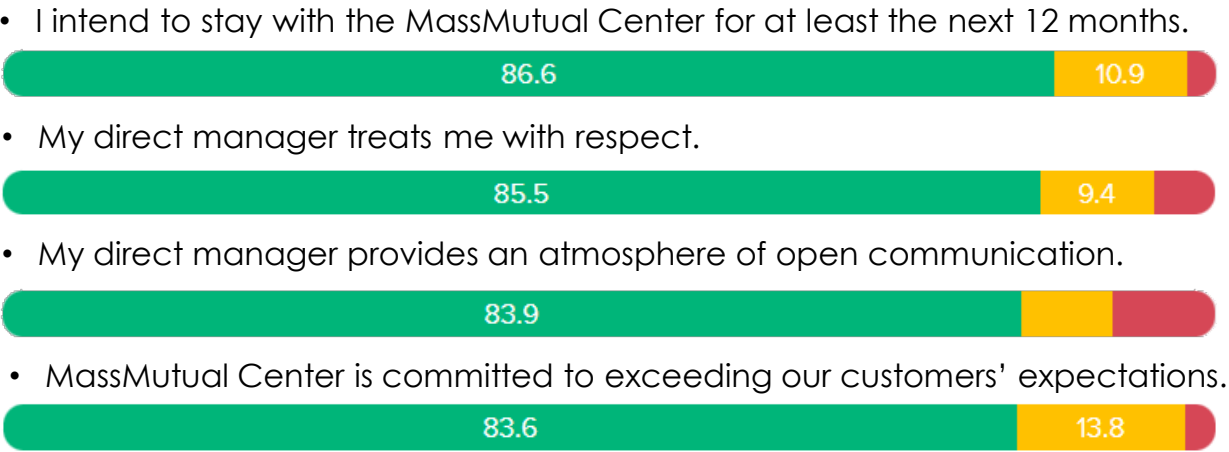
MASSMUTUALCENTER.COM | 1277 MAIN STREET SPRINGFIELD, MA



# GENERAL UPDATE

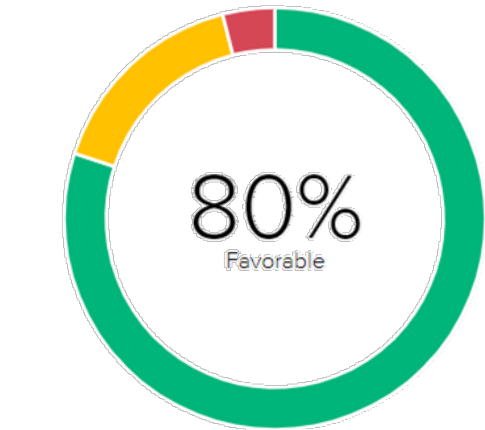
## Employee Engagement Survey Results

117 Completed Surveys

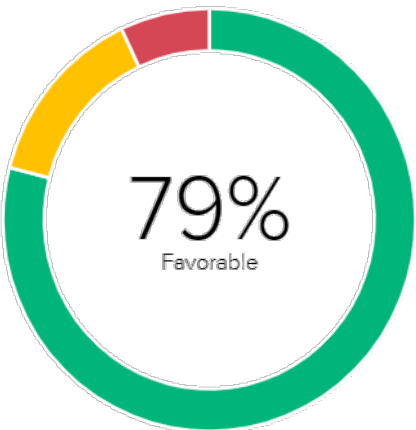


Employee Engagement

Leadership Effectiveness



Favorable: 80% Neutral: 16% Unfavorable: 4%



Favorable: 79% Neutral: 14% Unfavorable: 7%

## Commencement Success

- 10 Commencements
- 31,346 Guests
- 5,173 Graduates
- 0 Public Safety Issues
- Year over Year F&B Growth: 87.92% - \$43,493.64

## Oracle POS

- Go live on July 1

OBJECTIVE	SOLUTION
Easily engage with guests throughout the venue	Omnichannel-capable ordering options for a personalized experience
Reduce wait times in food and drink lines	Easy to use self-service kiosk ordering
Serve guests who will not wait to make a concession purchase	Grab-and-go purchasing options
Create consistent content for all food and drink outlets, including table service restaurants	Technology platform that connects fixed and mobile devices for consistent content across the venue
Keep fans in their seats and engaged in the action of the game	In-seat ordering for maximum guest convenience
Provide excellent service and a memorable atmosphere for guests in club and premium seats	Suites management solutions tailored to fit the needs of every venue



# SALES UPDATE – MAY 2024

18

NEW INQUIRIES

77

OPEN & WORKING INQUIRIES

May 2024			FY24 YTD		
Category	Total	Room Nights	Category	Total	Room Nights
Definite Booked					
10 Bookings*	\$360,700	479	94 Bookings*	\$1,849,721	10,925*
Tentative Booking					
5 Bookings	\$95,275		10 Bookings	\$365,850	

\* 1 Bulls Eye Bookings

\* 14 Bulls Eye Bookings



New England Society of Association Executives

- ✓ Total Investment since 2019 = ~\$16,000
  - ✓ Sponsorship, Annual Meeting, Hotel, and Meals
- ✓ # of Groups Booked: 5
- ✓ R/N Generated: Over 500
- ✓ Total Billable Services: \$192K
- ✓ Net Event Income: \$119K
- ✓ Return on Investment
  - ✓ 13 X on Billable Services
  - ✓ 8 X on NEI





A photograph of the Boston skyline at night, featuring several tall skyscrapers with illuminated windows. The image is overlaid with a semi-transparent orange and red gradient.

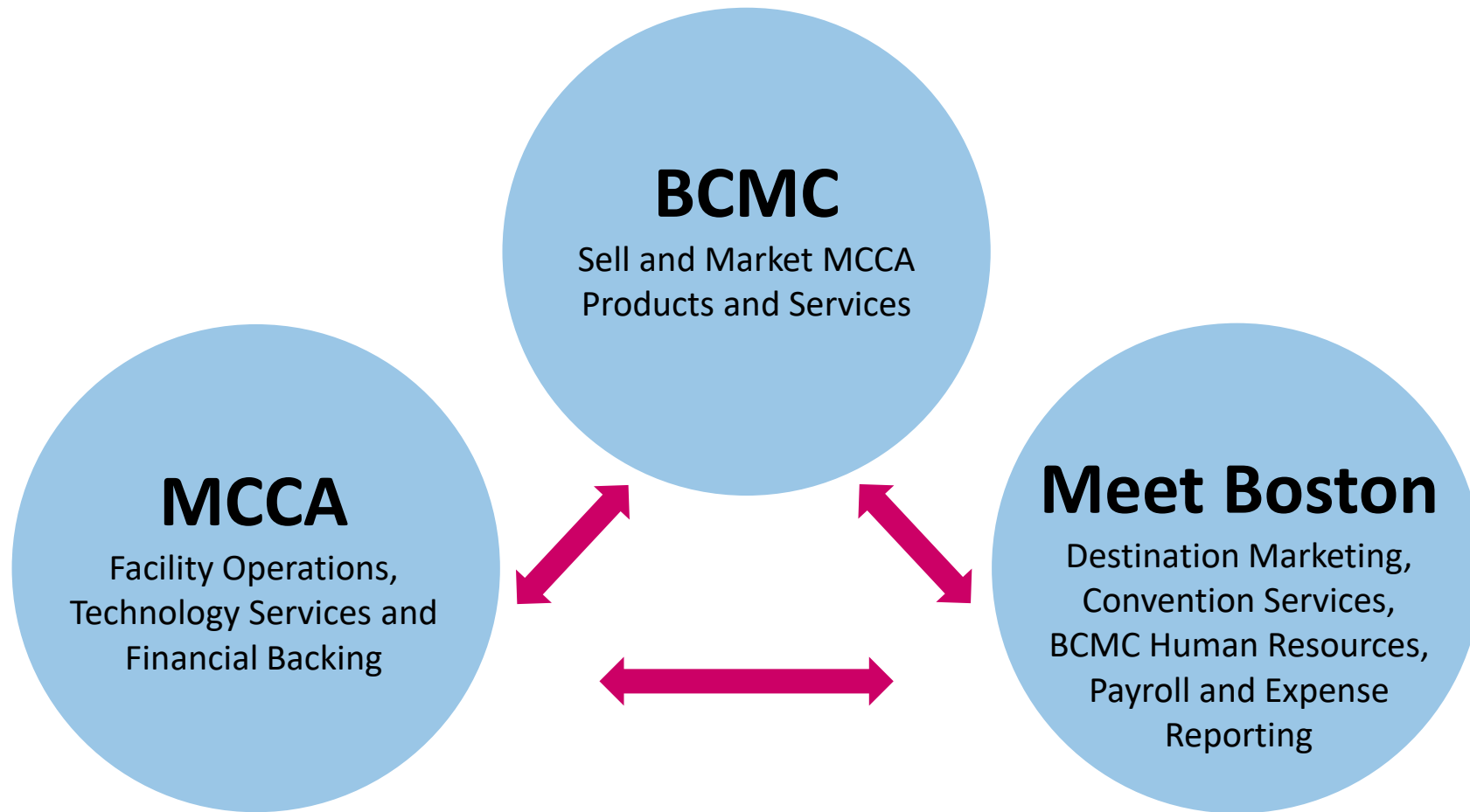
# Boston Convention Marketing Center FY-25 Budget Presentation

*Signature* **BOSTON**





# What is the Boston Convention Marketing Center? *Signature* BOSTON™



The Boston Convention Marketing Center (BCMC) is a joint effort of the Massachusetts Convention Center Authority (MCCA) and Meet Boston to market and sell the Boston Convention Center & Exhibition Center, the John B. Hynes Veterans Memorial Convention Center and The Lawn on D.





## Sell & Market the BCEC, the Hynes, and the Lawn on D

- Advertising
- Collateral
- Direct Mail
- E-marketing & Public Relations
- Trade Shows & Events
- Website
- Creative & Strategy Development
- Business & IT Development
- Personnel
  - Citywide Convention Sales
  - Event & Media Sales
  - Hotel Relations & Services
  - Marketing & Creative Services



# Total BCMC Budget FY-25 [Schedule A]

Program	FY-24 Budget APPROVED	FY-25 Budget PROPOSED	Notes
Advertising	\$550,000	<b>\$585,000</b>	Publication rate increase; additional national/regional publications.
Collateral	\$135,000	<b>\$175,000</b>	Rebranding of all collateral materials carried over from FY-24; additional collateral.
Direct Mail	\$75,000	<b>\$90,000</b>	Rebranding of all direct mail programs carried over from FY-24; additional prospecting campaigns.
E-marketing	\$110,000	<b>\$130,000</b>	Rate increases for services; expanded HubSpot-Momentus integration.
IT/List Development	\$85,000	<b>\$85,000</b>	Level budget.
Trade Shows & Events	\$500,000	<b>\$500,000</b>	Level budget.
Website	\$260,000	<b>\$240,000</b>	New website development; CMS services, hosting services, and ADA services.
Business Development	\$275,000	<b>\$250,000</b>	Decreased based on FY-24 actual spending/similar activity anticipated in FY-25.
Creative & Strategy Development	\$0	<b>\$240,000</b>	*NEW* Rebranding creative development and marketing reports moved from Misc.; PCMA Partnership; new marketing campaign for 3-2-1 Connect.
Miscellaneous	\$550,000	<b>\$320,000</b>	Rebranding of client amenities; staff training, memberships, client transportation, Levy food services, and general office expenses.
Personnel	\$3,895,000	<b>\$4,040,000</b>	Salary and COLA increases to align with MCCA, and associated benefit increases partially offset by a decrease in commission based on anticipated sales activity.
<b>Schedule A TOTAL</b>	<b>\$6,435,000</b>	<b>\$6,655,000</b>	





**VISIT BOSTON AT EXPO! EXPO!**



**BOOTH #526**



**MELODY MOORE HENRIQUEZ**  
DIRECTOR, NATIONAL ACCOUNTS  
CITYWIDE CONVENTION SALES



**JESSICA PARR**  
SALES MANAGER  
CITYWIDE CONVENTION SALES

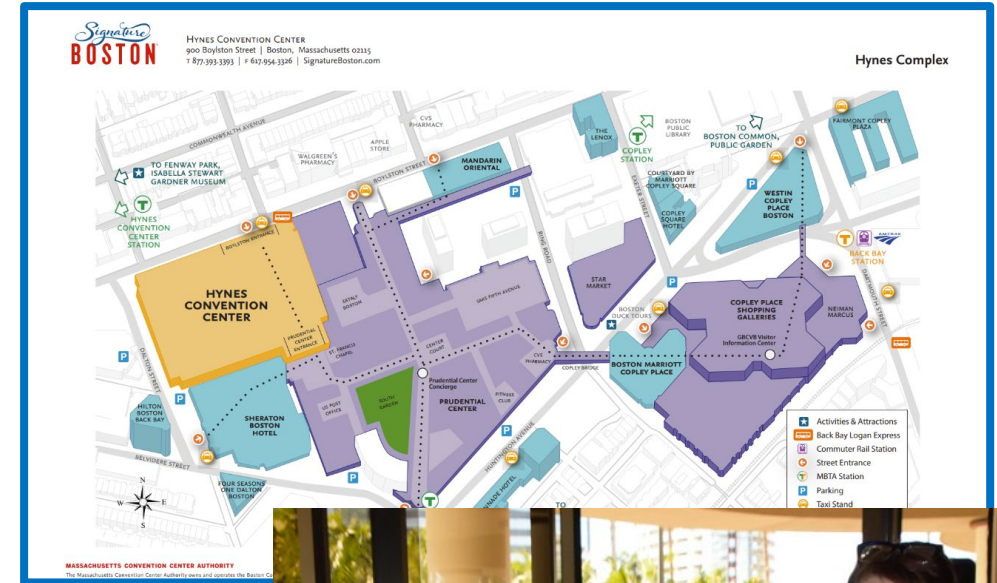
Signature BOSTON MB Meet BOSTON

- Sell BCEC/Hynes focusing on bullseye events.
- Continue focus on face-to-face opportunities to build relationships with clients.
  - Robust schedule of industry trade shows and events with new shows and regional events added for FY-25.
  - Additional regional sponsorships.
  - Hosted client events with an emphasis on smaller, highly interactive experiences.
  - Get more clients to Boston for site visits.
- Strong prospecting efforts to identify new business.
  - New direct mail and e-marketing campaigns.
- Use of HubSpot/e-marketing tools to communicate regularly with clients and track client interaction.





- Build room blocks with rates at Boston hotels around bell curve for clients.
- Continue to educate customers on Boston's hotel package and build room blocks that meet client needs.
- Engage in regular outreach to hotels to foster relationships and cooperation.
- Utilize marketing programs to connect with and inform hotel partners.
- Attend industry trade shows and events with Citywide Convention Sales.
- Participate in hosted client events.

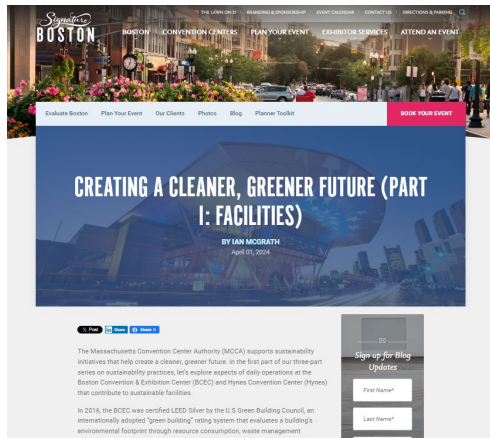






- Sell BCEC, Hynes, and the Lawn on D, mostly within 18 months.
- Create opportunities to meet with clients in-person, at our facilities for a site visit
- Participate in regional trade shows and industry events.
- Pursue strong prospecting efforts to identify new business opportunities.
- Meet the demand for private events on the Lawn on D.
- Educate and sell clients on branding and sponsorship opportunities for their upcoming events.





- Rebrand the convention center experience to engage target audiences and align with Meet Boston.
- Develop a new website that brings SignatureBoston.com, LawnOnD.com and MassConvention.com under the same umbrella, and is built using current CMS technologies.
- 12-month advertising campaign with international, national and local media placements.
- Proactive outreach to new prospects to help qualify potential new business and move clients through the sales cycle through direct mail, email, blogs, etc.
- Support sales participation in trade shows and events.
- Create memorable in-market experiences for sales to connect with clients.
- Promote the Lawn on D for private and public events to maximize usage and attendance.
- Provide marketing support to the MCCA.



## Marketing Services Agreement

- This agreement provides funding for the following:

	FY2024	FY2025
Exhibit A: Boston Convention Marketing Center	\$6,435,000	\$6,655,000
Exhibit B: Meet Boston Convention Services Program	\$1,017,200	\$1,017,200
Exhibit C: Meet Boston Destination Advertising & Promotions	\$308,562	\$308,562
Total	\$7,760,762	\$7,980,762





## Marketing Services Agreement

**VOTE:** The Massachusetts Convention Center Authority authorizes the Executive Director to execute an Agreement with Meet Boston (GBCVB) for Marketing Services for Fiscal Year 2025 in an amount not to exceed \$7,980,762.





# Questions?

*Signature* BOSTON





*Draft*

**BOARD VOTE: Fiscal Year 2025 Budget GBCVB Marketing Services Agreement**

**VOTE:       The Massachusetts Convention Center Authority authorizes the Executive Director to execute an Agreement with Meet Boston (GBCVB) for Marketing Services for Fiscal Year 2025 in an amount not to exceed \$7,980,762.**





# FY 2025 Operating Budget

MCCA Board Meeting

June 13, 2024

**MASSACHUSETTS  
CONVENTION CENTER  
AUTHORITY**



# Authority Funding - Refresher

- The Convention Center Fund (CCF)
  - Created by Section 10 of Chapter 152 of the Acts of 1997, as amended
  - Sits on the books of the Commonwealth
  - Collects:
    - Hotel rooms tax and fees
    - Sales and meal taxes
    - Sightseeing surcharge
    - Vehicle rental surcharge
    - Parking surcharge at convention centers



# Authority Funding - Refresher

## Convention Center Fund Revenues <sup>(1)</sup>

Revenue Source	FY24 - Period 10	FY23	FY22
Room occupancy.....	\$ 112,673,470.39	\$ 138,657,999.18	\$ 94,916,806.76
Sales meals.....	36,533,543.78	40,995,286.41	31,140,128.79
Sales & use.....	8,287,776.15	10,021,613.28	12,012,446.16
Sales/use services C621.....	36,977.85	74,617.31	54,143.54
Vehicle rent surcharge.....	12,878,190.00	10,473,496.90	8,527,169.52
Parking surcharge.....	217,794.00	194,532.00	110,466.00
Cruise/tour surcharge.....	3,281,724.97	3,142,944.53	1,957,934.86
Interest.....	17,551,598.96	10,871,378.16	214,691.49
Total revenues.....	<u>\$ 191,461,076.10</u>	<u>\$ 214,431,867.77</u>	<u>\$ 148,933,787.12</u>

(1) - Source: Massachusetts Office of the Comptroller; excludes transfers between departments within the same fund



# Authority Funding - Refresher

- CCF Uses:
  - Pay debt service
    - Supports annual debt service of approximately \$52 million
    - Total outstanding debt as of June 30, 2023 (most recent data available) - \$426 million
  - Upon approval by the Secretary for Administration and Finance
    - Defray net cost of operations of the Authority
    - Support the Authority's capital program
    - Contribute to the Authority's retiree pension and health care liabilities
- Chapter 195 of the Acts of 2014 revised enabling legislation
  - Increased the cap to \$28 million to defray the net cost of operations



# Authority Funding - Refresher

- Net cost of operations
  - Current expenses less income in ordinary course of operations
  - Does not include certain expenses such as:
    - Depreciation expense
    - Capital related expenses
    - GASB 68 and GASB 75 expenses



**Massachusetts Convention Center Authority**  
**Consolidated Statement of Operations - Budget vs. Actual**  
**For the Month Ended April 30, 2024**

	Budget April 2024	Actual April 2024	Variance Favorable/ (Unfavorable)	Budget Year to Date	Actual Year to Date	Variance Favorable/ (Unfavorable)	FY24 Original Annual Budget
<b>Revenues:</b>							
BCEC	\$ 3,327,613	\$ 5,708,542	\$ 2,380,929	\$ 34,170,459	\$ 38,474,463	\$ 4,304,004	\$ 42,099,368
Lawn on D	20,833	—	(20,833)	1,453,133	1,015,335	(437,798)	1,857,900
Hynes	1,088,965	1,369,796	280,831	9,876,297	10,812,670	936,373	12,033,871
Boston Common Garage	1,083,024	1,045,757	(37,267)	9,871,687	9,648,779	(222,908)	12,070,964
MassMutual Center	856,518	963,801	107,283	5,616,771	8,065,864	2,449,093	6,264,701
Springfield Civic Center Garage	—	—	—	—	—	—	—
Other Income	66,702	83,056	16,354	674,309	791,564	117,255	807,222
<b>Total revenues</b>	<b>6,443,655</b>	<b>9,170,952</b>	<b>2,727,297</b>	<b>61,662,656</b>	<b>68,808,675</b>	<b>7,146,019</b>	<b>75,134,026</b>
<b>Expenses:</b>							
BCEC	3,467,713	3,955,160	(487,447)	35,010,429	37,244,356	(2,233,927)	41,861,138
Lawn on D	97,607	23,530	74,077	876,539	538,795	337,744	1,127,813
Hynes	1,179,809	1,269,724	(89,915)	12,968,363	11,559,212	1,409,151	15,687,698
Boston Common Garage	237,723	207,460	30,263	2,263,232	2,149,826	113,406	2,765,263
MassMutual Center	1,101,075	1,281,704	(180,629)	10,118,685	12,333,715	(2,215,030)	11,768,903
Springfield Civic Center Garage	5,000	—	5,000	22,083	(16)	22,099	32,083
<b>Subtotal operations</b>	<b>6,088,927</b>	<b>6,737,578</b>	<b>(648,651)</b>	<b>61,259,331</b>	<b>63,825,888</b>	<b>(2,566,557)</b>	<b>73,242,898</b>
Central administration	1,089,094	1,173,220	(84,126)	11,089,574	11,095,659	(6,085)	13,489,691
Sales and marketing	728,980	543,473	185,507	6,883,552	5,949,433	934,119	8,097,762
<b>Subtotal administration</b>	<b>1,818,074</b>	<b>1,716,693</b>	<b>101,381</b>	<b>17,973,126</b>	<b>17,045,092</b>	<b>928,034</b>	<b>21,587,453</b>
<b>Total expenses</b>	<b>7,907,001</b>	<b>8,454,271</b>	<b>(547,270)</b>	<b>79,232,457</b>	<b>80,870,980</b>	<b>(1,638,523)</b>	<b>94,830,351</b>
<b>Net income from/(cost of) operations</b>	<b>\$ (1,463,346)</b>	<b>\$ 716,681</b>	<b>\$ 2,180,027</b>	<b>\$ (17,569,801)</b>	<b>\$ (12,062,305)</b>	<b>\$ 5,507,496</b>	<b>\$ (19,696,325)</b>

Budgeted draw  
from CCF for FY24



# Authority Funding - Refresher

	Budget	Actual	Variance	Cumulative	CCF
Build up of YTD Budget and Actuals:	YTD	YTD	Favorable/ (Unfavorable)	Actual YTD	Reimbursement Total
July and August 2023	\$ (5,321,932.25)	\$ (3,210,078.03)	\$ 2,111,854.22	\$ (3,210,078.03)	
September 2023	(71,541.41)	(327,891.13)	(256,349.72)	(3,537,969.16)	\$ (3,537,969.16)
Late July/August Adjustment	—	25,052.54	25,052.54	(3,512,916.62)	
October 2023	487,849.58	2,302,022.26	1,814,172.68	(1,210,894.36)	
November 2023	(1,522,328.49)	(350,482.44)	1,171,846.05	(1,561,376.80)	
December 2023	(2,734,999.57)	(3,444,962.01)	(709,962.44)	(5,006,338.81)	(1,468,369.65)
Late December Adjustments	—	(144.65)	(144.65)	(5,006,483.46)	
January 2024	(3,324,295.02)	(3,411,497.61)	(87,202.59)	(8,417,981.07)	
February 2024	(3,287,107.00)	(3,055,877.10)	231,229.90	(11,473,858.17)	
March 2024	(332,101.27)	(1,305,125.05)	(973,023.78)	(12,778,983.22)	(7,772,644.41)
April 2024	(1,463,345.42)	716,678.50	2,180,023.92	(12,062,304.72)	
May 2024	—	—	—	(12,062,304.72)	
June 2024	—	—	—	(12,062,304.72)	
Year-end Adjustment	—	—	—	(12,062,304.72)	
Fiscal year to date totals	\$ (17,569,800.85)	\$ (12,062,304.72)	\$ 5,507,496.13		\$ (12,778,983.22)

Total draw from  
CCF as of April  
2024



# FY2025 Operating Budget

- Reduce impact of MCCA operations on CCF.
- Focus on restoring staffing plan and investing in our people.
- Fund venue upkeep and key strategic initiatives of the MCCA.
  - Launch new website and intranet
  - Complete branding refresh
  - Venue-focused strategic reviews and planning
  - Leverage technology and software to enhance business processes
- Account for rising costs in energy and other inflation-sensitive categories.
- Meet increased demand from customers for venue-provided services.



## FY 2025 Operating Budget

# Venue Event Projections

	<u>FY2020</u>	<u>FY2021</u>	<u>FY2022</u>	<u>FY2023</u>	<u>FY2024B</u>	<u>FY2024P</u>	<u>FY2025</u>
BCEC							
Bullseye (citywide).....	11	1	22	28	25	25	29
Other citywide.....	7	-	6	6	5	4	4
Gate shows.....	4	-	4	4	4	6	4
Short term.....	<u>48</u>	<u>3</u>	<u>23</u>	<u>28</u>	<u>31</u>	<u>49</u>	<u>38</u>
Total BCEC.....	<u>70</u>	<u>4</u>	<u>55</u>	<u>66</u>	<u>65</u>	<u>84</u>	<u>75</u>
Hynes							
Bullseye (citywide).....	14	-	14	16	11	12	12
Other citywide.....	17	-	14	17	15	15	4
Short term.....	<u>75</u>	<u>7</u>	<u>23</u>	<u>27</u>	<u>36</u>	<u>50</u>	<u>22</u>
Total Hynes.....	<u>106</u>	<u>7</u>	<u>51</u>	<u>60</u>	<u>62</u>	<u>77</u>	<u>38</u>
Lawn on D.....	71	13	48	85	71	54	70

### BCEC Large Events

- **23 Association**
- **3 Corporate**
- **5 Trade Show**
- **4 Gate**
- **2 Special Events**

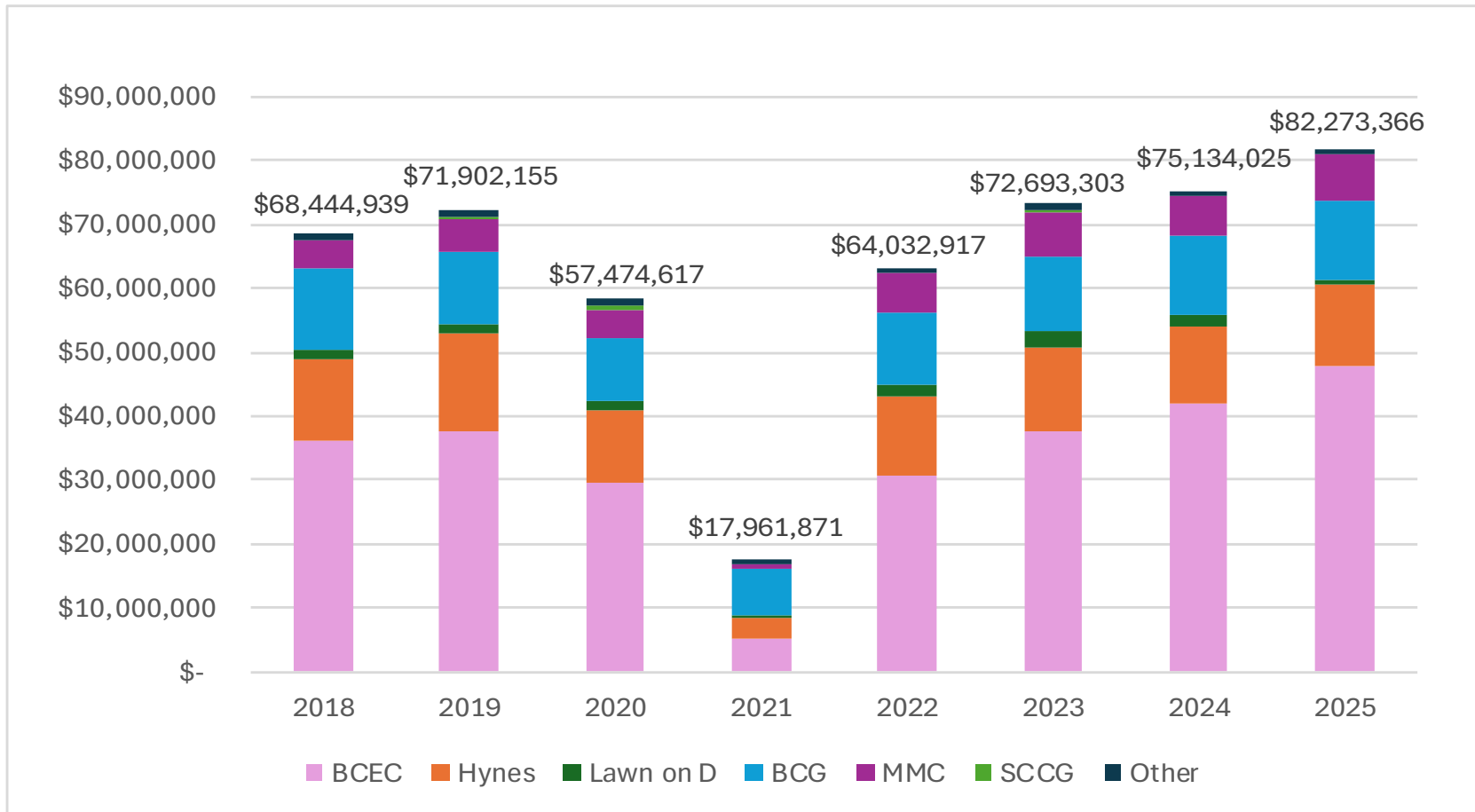
### Hynes Large Events

- **13 Association**
- **2 Corporate**
- **1 Gate**



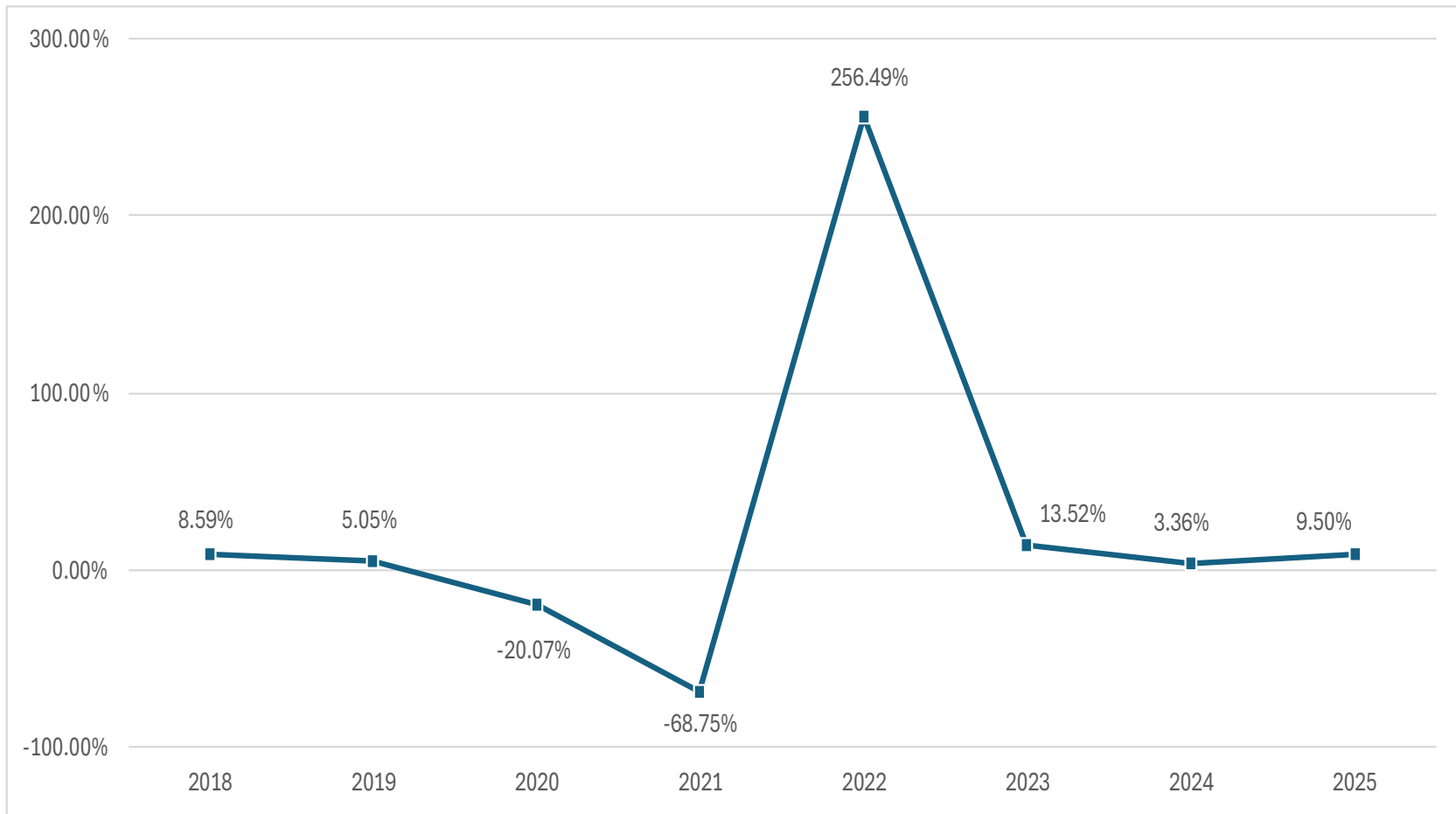
## FY2025 Revenue Budget

# Annual Revenues from Operations, by Venue





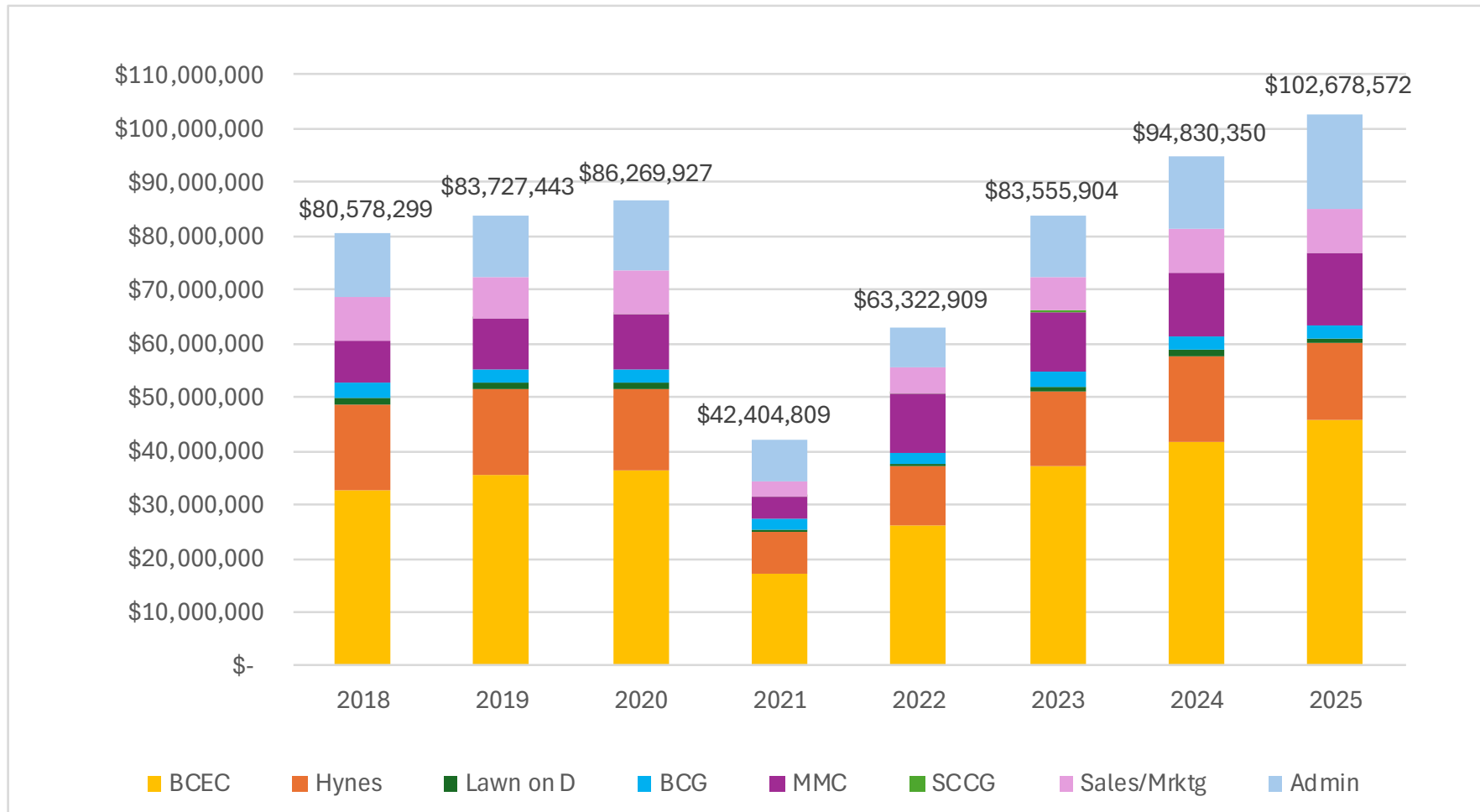
# Revenue Budget % Change





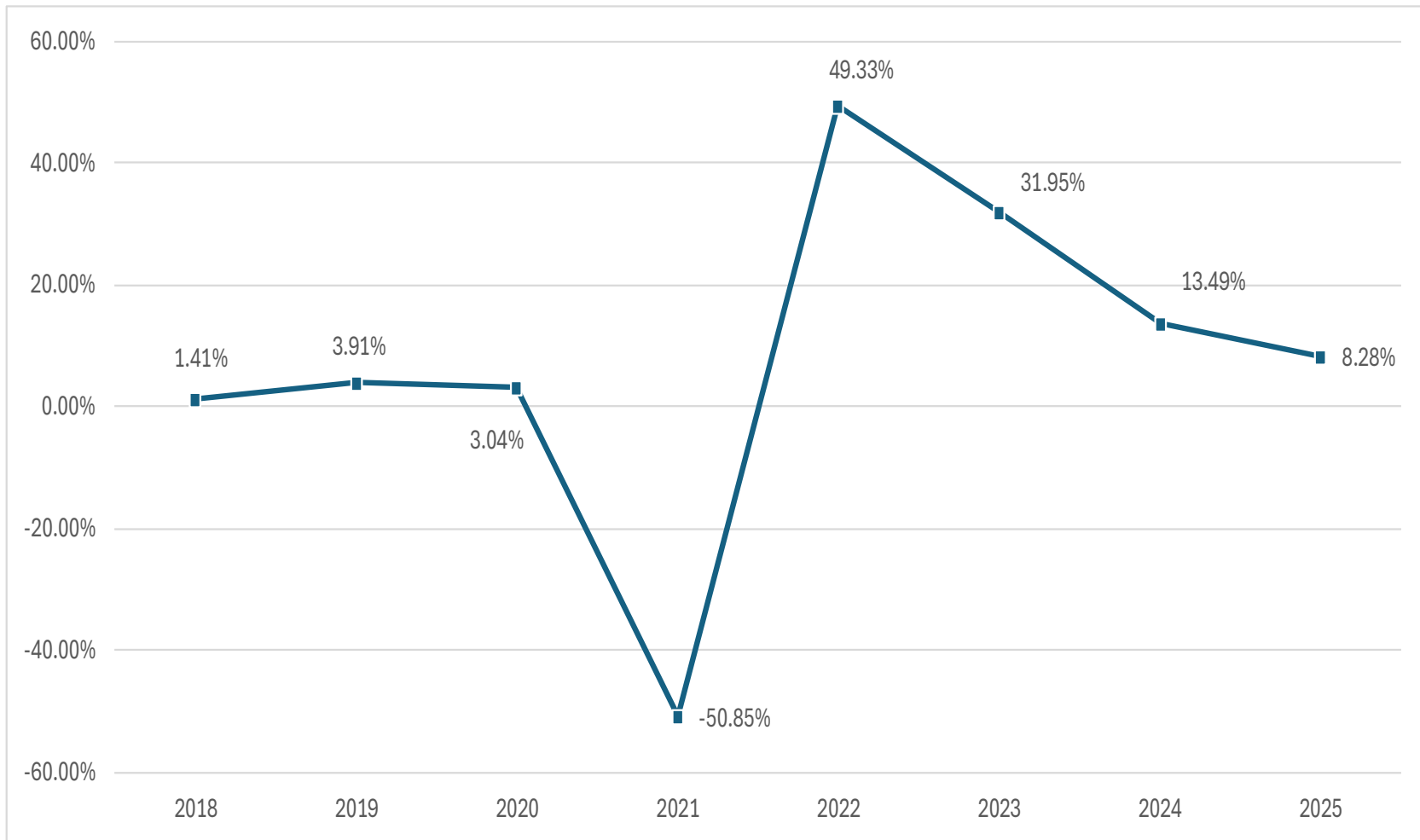
## FY2025 Expense Budget

# Annual Spending, by Venue





# Expense Budget % Change





# Expense Budget Overview

	FY2025 Budget	FY2024 Projected	FY2024 Approved Budget	FY2023 Actuals
Total MCCA Expenses				
Benefits.....	\$ 6,095,849.58	\$ 5,256,936.21	\$ 5,000,893.85	\$ 5,460,012.53
Cleaning and Labor Services.....	9,110,000.00	9,314,013.37	9,214,013.51	7,562,598.68
Contracted Services.....	11,696,344.56	10,295,778.14	10,435,777.84	9,251,200.44
External Relations.....	1,860,776.00	1,916,149.03	1,784,074.14	1,274,124.08
Fiscal Fees.....	1,673,829.00	1,546,550.47	1,546,550.54	2,994,312.91
Garage Operations Services.....	925,000.00	776,553.00	776,552.99	625,599.59
Insurance.....	2,769,228.69	2,597,689.92	2,597,690.46	2,105,879.55
Legal.....	1,532,562.00	1,134,112.00	434,111.81	1,431,872.32
Marketing and Sales.....	8,302,762.00	8,101,262.00	8,101,261.96	6,197,464.89
Office and Administrative.....	3,124,855.38	2,813,325.43	2,773,325.52	1,820,826.36
Operating & Building Supplies.....	2,554,642.00	2,828,033.66	2,828,033.54	2,450,825.84
Parking Services.....	1,845,000.00	1,758,420.00	1,758,419.96	1,792,481.58
Rigging Services.....	105,000.00	50,000.00	49,999.99	50,966.99
Salaries.....	33,455,966.12	30,834,762.92	28,579,236.62	26,198,553.71
Security Services.....	4,041,000.00	3,449,051.04	3,449,051.01	3,264,525.99
Transportation Services.....	2,136,737.00	2,031,185.51	2,031,185.45	1,929,753.43
Utilities.....	11,449,019.93	11,085,720.72	13,470,170.61	13,107,218.63
Total Expenses.....	<u>\$ 102,678,572.26</u>	<u>\$ 95,789,543.42</u>	<u>\$ 94,830,349.80</u>	<u>\$ 87,518,217.52</u>



# Pro-Forma Budget Assumptions

	FY23 Actual	FY24 Adopted	FY25 Proposed	% Change FY25 to FY24
Revenues*.....	\$ 83,990,078	\$ 75,134,025	\$ 82,273,366	9.50%
Expenses.....	\$ 86,886,622	\$ 94,830,350	\$ 102,678,572	8.28%
Net impact of operations on the CCF.....	\$ 2,365,774	\$ 19,177,885	\$ 19,862,949	3.57%

\* Includes proceeds from grants and repayment of Boston Tea Party Ships and Museum Loan (\$18 million)

- \$19.9 million operating impact to CCF for FY25
- Historically we actualize with less impact due primarily to expense savings, specifically payroll.



# **FY2025 Operating Budget**

**VOTE:** The Massachusetts Convention Center Authority hereby adopts and approves the operating budget for Fiscal Year 2025 considered this day, providing for operating expenses in the amount of \$102,678,572.26 and anticipating total available revenues of \$82,273,365.91, and authorizes the expenditure of operating revenues in addition to said amount as received against operating expenses as they become due, provided that said revenues remain in excess of said expenditures, and authorizes the transfer of amounts among accounts established thereunder.



**BOARD VOTE: Fiscal Year 2025 Operating Budget**

**VOTE:       The Massachusetts Convention Center Authority hereby adopts and approves the operating budget for Fiscal Year 2025, providing for operating expenses in the amount of \$102,678,572.26, and anticipating total available revenues of \$82,273,365.91, and authorizes the expenditure of operating revenues in addition to said amount as received against operating expenses as they become due, provided that said revenues remain in excess of said expenditures, and authorizes the transfer of amounts among accounts established thereunder.**





# FY 2025 Budget Development

MCCA Board Meeting

June 13, 2024

**MASSACHUSETTS  
CONVENTION CENTER  
AUTHORITY**



# Brief Capital Program Overview

## Goal of Capital Program:

The goal of the Capital Planning Program is to maintain and/or improve the capital assets & infrastructure of the Authority. In addition, it is to provide strategic or targeted investments for the Authority, leading to improved performance across all of our venues.

## Project Types:

(modeled after the commonwealth's categories)

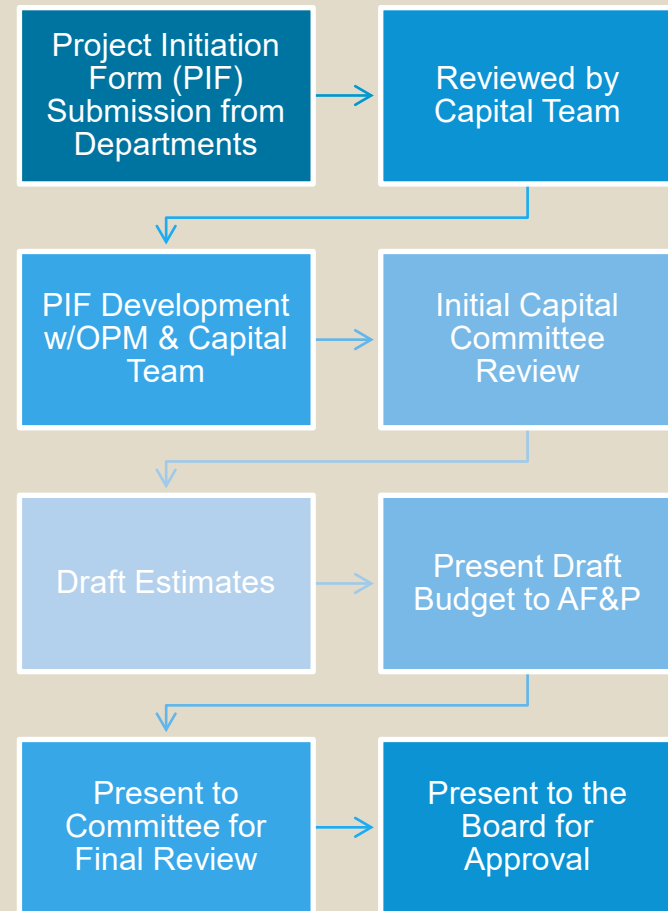
Type 1: Assessment/Feasibility

Type 2: Equipment/System Replacement

Type 3: Facility Improvement/Capital Replacement

Type 4: Strategic Investment

## Overview of Process of FY25 Capital Planning Process





# Overview of Rollover Projects

Rollover Project Cost Overview	
<b>Total Rollover Costs</b>	\$ 91,795,771,
Low Mechanical Roof BCEC (R09)	\$ 13,012,750
AHU Hynes (R33)	\$ 4,936,808
Switchgear (R35)	\$ 3,358,300
Parking Garage MMC (N82)	\$ 25,974,271
Stair 7 MMC (P45)	\$ 5,559,264
Levy - BCEC (R04/R05/R06)	\$ 4,394,798
OVG- MMC (R31A/R31B/R31C)	\$ 465,969
<b>Total Rollover Less the Large Projects Above</b>	\$ 34,093,611

Projected Total Rollover Projects: 48

- Based on most recent Cashflow
- Include 11 large projects
  - Low Mechanical Roof BCEC
  - AHU Hynes/Switchgear
  - Parking Garage MMC
  - Stair 7 MMC
  - Levy & OVG F&B- BCEC & MMC
    - Net after 3rd party reimbursements



# FY 2025 Capital Budget Request

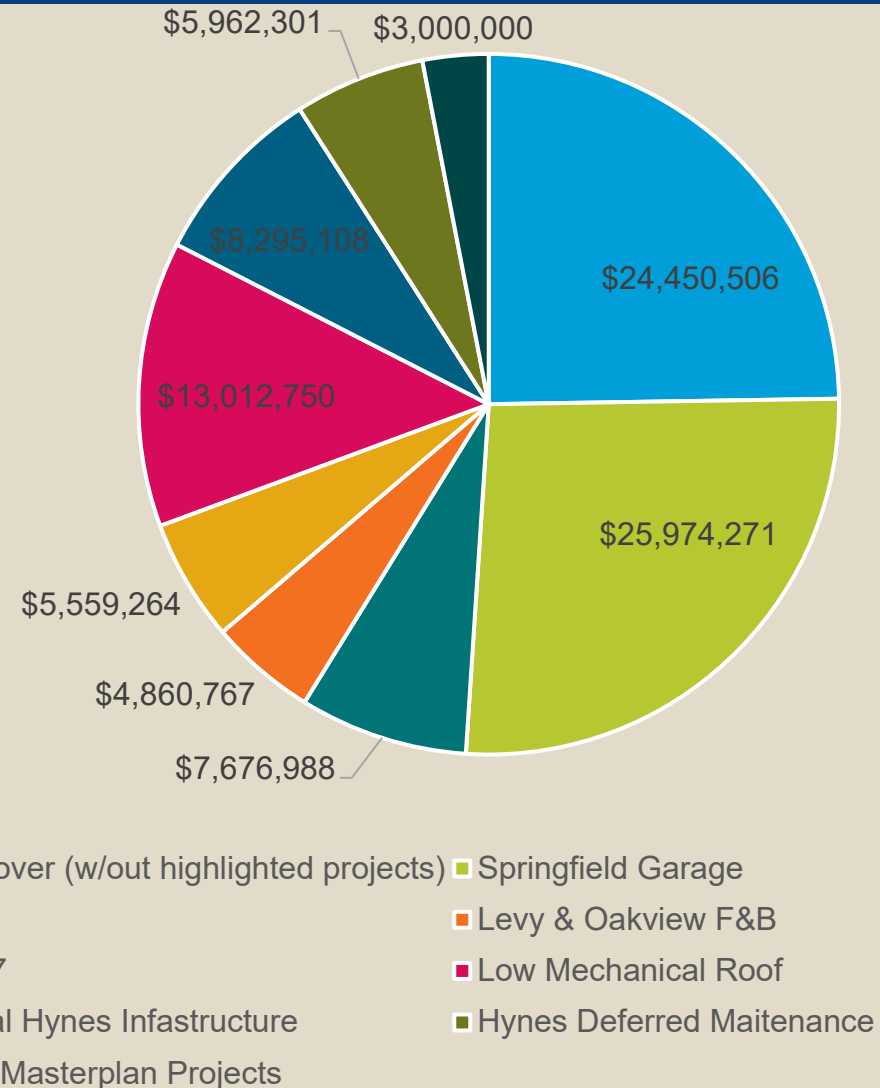
- Total Request: \$ 100,120,129 (includes MCCA salary allocation)
- New Projects: \$7,676,988
  - Total Carryover: \$ 91,795,771

*\*Received approximately \$20m in new project requests*

- 48 active projects carryover from FY24

- Projects worth Highlighting

- Low Mechanical Roof BCEC
- AHU Hynes/Switchgear (critical infrastructure)
- Parking Garage MMC
- Stair 7 MMC
- Levy & OVG F&B- BCEC & MMC
- Hynes Deferred Maintenance
- MMC Masterplan



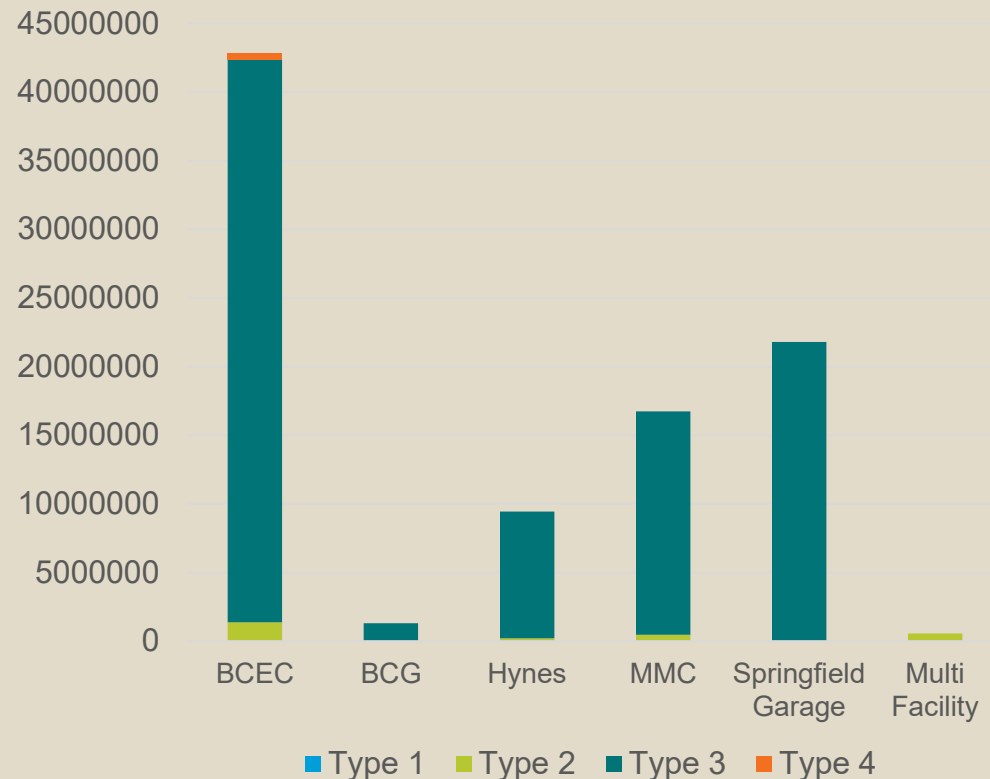


# FY 2025 Budget by Facility

All PIFs have been reviewed initially for Potential Suitability Opportunities

- Of 75 projects we have initially identified 30 projects that have potential sustainability initiatives.
- As we develop the scope of these projects, we will continue to work with our Sustainability Manager on any potential sustainability opportunities

Budget by Facility





**BOARD VOTE: Fiscal Year 2025 Capital Budget**

**VOTE:       The Massachusetts Convention Center Authority hereby adopts and approves the capital budget for Fiscal Year 2025 considered this day, providing for capital expenses in the amount of \$100,120,129 and authorizes the transfer of amounts among accounts within the category of Annual Capital Projects established thereunder.**



**BOARD VOTE: Design Consulting Services Additional Fee STV, Inc.**

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

The MCCA awarded a three (3) year contract with two (2) one-year options for Design Consulting Services on January 19, 2021, for the Boston Convention & Exhibition Center, the John B. Hynes Veterans Memorial Convention Center, the MassMutual Center and the Boston Common Garage to the firm of STV Inc.

The Authority by previous Board Action extended the contract term of STV, Inc. for their multi-disciplinary teams to provide professional services to design and engineer replacement mechanical and electrical systems of the Hynes Convention Center through the completion of those projects. For continuity of design and the extended duration required, the Authority has assigned the Deferred Maintenance and Code Compliance Project to STV, Inc. Due to the magnitude, in excess of \$100,000,000 in construction and duration, over (5) years of the design services required for the Deferred Maintenance and Compliance Project, the Authority will require a fee authorization beyond the current contract authorization. The Authority has received a preliminary schedule and fee proposal for the services associated with the Hynes Deferred Maintenance and Code Compliance Project which will require an additional fee authorization of \$6,500,000.00 to the Designer Consulting Services Contract of STV, Inc... These fees represent a favorable 6.5% design fee for an estimated \$100,000,000 in construction costs.

In accordance with the provisions of the Design Consulting Services Contract, the Authority requires a fee authorization to be presented to the Board of Directors.

A vote to implement the Development & Construction Committee's recommendation to authorize additional funding for STV, Inc., Design Consulting Services Contract, would take the following form:

**VOTE:        The Massachusetts Convention Center Authority hereby votes to authorize the Executive Director to execute an additional fee of six Million Five Hundred Thousand Dollars (\$6,500,000.00) to the Design Consulting Services Contract of STV, Inc., for design services associated with the Hynes Deferred Maintenance and Code Compliance Project.**



**BOARD VOTE: To Execute the First Amendment to the Notice of Activity and Use Limitation for the Cypher Street Remediation**

The Cypher Street Remediation Project included localized excavation and removal of contaminated soils beneath the existing New Cypher Street. The selected remedial approach consisted of the Risk-Based Cleanup whereby soils with certain concentrations of petroleum hydrocarbons and other constituents were excavated and disposed of off-site. Throughout the remediation project Haley & Aldrich performed Licensed Site Professional services on the site for the Authority. As part of the project close out and Massachusetts Department of Environmental Protection (MassDEP) regulations, the Authority is required to amend the existing Massachusetts Contingency Plan (MCP) Activity and Use Limitation (AUL) placed on a portion of the South Parking Lot and New Cypher Street, prepared by Haley and Aldrich, which is consistent with current and future uses of the site. Additionally, the Authority is required to provide notice to any current Record Interest Holder of the Amendment to the AUL and file the AUL with the Suffolk County Registry of Deeds. In order to file and record said document, the Executive Director must receive authority to do so from the Authority Board.

A recommendation of the Development and Construction Committee to the Full Board of the Massachusetts Convention Center Authority to authorize the execution of the required filing and recordation would take the following form:

**VOTE:       The Massachusetts Convention Center Authority in connection with Department of Environmental Protection Release Tracking No.: 3-34314 hereby authorizes the Executive Director to execute, file and record, where applicable, on behalf of the Authority, the First Amendment to the Notice of Activity and Use Limitation, in connection therewith and any further, additional, supplemental, substituted or associated documentation required in connection with the above project close out.**





# BCEC Fire Alarm Service Contract

MCCA Board Meeting

June 13, 2024

**MASSACHUSETTS  
CONVENTION CENTER  
AUTHORITY**



# Contract Terms and Scope

- Three (3) year term to begin on July 1, 2024.
- Monthly, quarterly, and annual maintenance of the BCEC Fire Alarm System
- Monthly Fire Alarm Node Testing per NFPA
- Quarterly Sprinkler Testing per NFPA
- Annual Elevator, Escalator, and Fire Pump Testing
- Standby Hazing Show Coverage
- 24/7 Emergency Service and Monitoring



# Contract Requirements

The advertised, bidding and selection procedures of the contract are in accordance with the statute, M.G.L. c.149 sections 44A-44J:

- Bid Bonds
- DCAMM Certification for classification of work
- DCAMM Update Statement
- Submit bids on time, all forms signed, and Addenda acknowledged



# Bid Results

<u>Contractor</u>	<u>Bid Amount</u>
Johnson Controls Inc	\$461,251.82
<b>J&amp;M Brown Company</b>	<b>\$420,768.00</b>
Siemens Industry Inc	\$516,982.00
Aetna Fire Alarm	\$599,632.00

The most responsible and responsive bidder offering the best price is J&M Brown Company, based on bids received on June 5, 2024 per documents dated May 8, 2024.

J.M. Brown has committed to fulfilling the DCAMM recommended (10.4%) MBE/WBE participation.



# BCEC Fire Alarm Service Contract

Per statute requirements, bid law requires award to the most responsible and responsive bidder offering the best price, J&M Brown Company.

A vote to implement The Development & Construction Committee's recommendation to authorize a service contract to J&M Brown Company for the BCEC Fire Alarm Maintenance would take the following form:

**VOTE: The Massachusetts Convention Center Authority hereby votes to authorize the Executive Director to execute a service contract with J&M Brown Company, in the amount of Four Hundred, Twenty Thousand, Seven Hundred, Sixty-Eight Dollars (\$420,768.00) for the BCEC Fire Alarm Maintenance documents dated May 8, 2024.**



## **BOARD VOTE: BCEC Fire Alarm Service Contract**

This contract would establish a (3) three-year preventative maintenance and service agreement. The contract includes complete inspection, testing, training, preventative maintenance, incidental servicing, emergency service, and monitoring for the Siemens Fire Alarm System currently installed at the Boston Convention & Exhibition Center. The agreement also requires monthly, quarterly, and annual testing of all fire alarm nodes and devices per NFPA requirements.

The MCCA developed bid documents for public procurement in accordance with the State's construction bid law, MGL. c. 149, section 44A – 44J. The following Contractor Bids were received on June 5, 2024:

Contractor	Contractor Price
Johnson Controls Inc	\$461,251.82
<b>J&amp;M Brown Company</b>	<b>\$420,768.00</b>
Siemens Industry Inc	\$516,982.00
Aetna Fire Alarm	\$599,632.00

Per statute requirements, bid law requires award to the most responsible and responsive bidder offering the best price, J&M Brown Company.

A vote to implement the Development & Construction Committee's recommendation to authorize a service contract to J&M Brown Company for the BCEC Fire Alarm Maintenance would take the following form:

**VOTE:**        **The Massachusetts Convention Center Authority hereby votes to authorize the Executive Director to execute a service contract with J&M Brown Company, in the amount of Four Hundred, Twenty Thousand, Seven Hundred, Sixty-Eight Dollars (\$420,768.00) for the BCEC Fire Alarm Maintenance documents dated May 8, 2024.**