MINUTES OF THE DIVERSITY BUSINESS ENTERPRISE & PROCURMENT COMMITTEE MEETING OF THE CONVENTION CENTER AUTHORITY OF THE METROPOLITAN GOVERNMENT OF NASHVILLE & DAVIDSON COUNTY

The Diversity Business Enterprise (DBE) & Procurement Committee of the Convention Center Authority of the Metropolitan Government of Nashville and Davidson County (CCA) met on March 29, 2012 at 9:00 a.m., in Room 211 at the Nashville Convention Center, Nashville, Tennessee.

DBE & PROCUREMENT COMMITTEE MEMBERS PRESENT: Vonda McDaniel, Willie McDonald, and Leo Waters

DBE & PROCUREMENT COMMITTEE MEMBERS NOT PRESENT: Francis Guess

OTHERS PRESENT: Jasmine Quattlebaum, Roxianne Bethune, Charles Robert Bone, Patrick Holcombe, Ed Henley, Mark Sturtevant, Barbara Solari, and Debbie Frank

The meeting was opened for business by committee Chair Vonda McDaniel.

ACTION: Leo Waters made a motion to approve the DBE & Procurement Committee minutes of January 26, 2012. The motion was seconded by Willie McDonald and approved unanimously by the committee.

Roxianne Bethune and Jasmine Quattlebaum were asked to give an overview on the DBE audit and close-out process and there was discussion. (Attachment #1)

Charles Robert Bone then discussed the procurement policy regarding service-disabled veteran businesses and the recent changes that Metro has adopted with respect to such. There was discussion.

ACTION: Leo Waters made a motion to recommend to the full Authority that its procurement policy be amended to assist service-disabled veteran businesses as it does small and disadvantaged businesses. The motion was seconded by Willie McDonald and approved unanimously by the committee.

Debbie Frank was asked to give a workforce development update. (Attachment #2)

With no additional business a motion was made to adjourn, with no objection the DBE & Procurement Committee of the CCA adjourned at 9:25 a.m.

Respectfully submitted,

Mark Sturtevant
Project Manager
Music City Center

Approved:

Vonda McDaniel, Committee Chair
CCA DBE & Procurement Committee
Meeting Minutes of March 29, 2012

March 29, 2012

Convention Center Authority

DBE & Procurement Committee

DBE PARTICIPATION CLOSE-OUT PROCESS

CONVENTION CENTER AUTHORITY

- MCC and Lead Consultants Verify/Reconcile DBE Totals
- Lead Consultants contact DBE consultants for final DBE paperwork
- Lead Consultants submits "DBE Participation Close-out Report/Summary"
- Final MCC Project DBE Report

BELL/CLARK HARMONY

- MCC and Harmony identify upcoming close-outs and Verify/Reconcile DBE Totals
- Harmony corresponds with Primes for final DBE paperwork
- Harmony submits "DBE Close-out Compliance Report"
- Final MCC Project DBE Report

March 29, 2012

Convention Center Authority

DBE & Procurement Committee

Music City CENTER

Project Management & Development

MCC Workforce Development Summary Report

March 29, 2012

Applicant Status

- 370 total applicants hired to Music City Center Campus (329 MCC & 41 Omni Hotel).
- 21 United States Veterans hired.
- Workforce Program the primary recruiting source for both projects. 94% Middle TN hires.
- Database over 5,000 technical, skilled, and unskilled laborers.

Community Partnerships / Job Training

- 26 community partners- notably TN Career Centers, Urban League, Martha O'Bryan Centers.
- Renewal House joins as the Workforce Program's 26th community partner. Renewal House provides life skills and job transition training to Middle TN women recovering from drug or alcohol abuse.
- 1,800 total people referred for job training:
  - 63 applicants OSHA 10-Hour Construction Safety Certified
  - 12 enrolled in G.E.D. prep training
  - 9 applicants submitted union apprenticeship applications.
  - 40% of all applicants hired this quarter participated in job skills training.

Music City Center Contractors

- 85 participating prime and sub-contractors.
- Referral relationships with Plumbers and Pipefitters Local #572, International Brotherhood of Electricians Local #429, and Southeast Laborers Local #386.
- In demand trades include: flooring and tile installers; drywall finishers and framers, acoustical carpenters, and general laborers.

Omni Hotel

- 41 applicants hired at Brasfield & Gorrie in concrete forming and general labor trades.
- Program staff participates in sub-contractor start- up meetings and community outreach affairs.
- All open positions at Omni site are posted on the TN Career Center website and interested applicants can apply at the MCC Workforce trailer. This makes the MCC Workforce Program the primary recruiting source for both projects.