MINUTES OF THE 3rd MEETING OF THE CONVENTION CENTER AUTHORITY OF THE METROPOLITAN GOVERNMENT OF NASHVILLE & DAVIDSON COUNTY

The 3rd meeting of the Convention Center Authority of the Metropolitan Government of Nashville and Davidson County (CCA) was held on November 12, 2009 at 8:00 a.m., in Room 209-210 at the Nashville Convention Center (NCC), Nashville, Tennessee.

AUTHORITY MEMBERS PRESENT: Mark Arnold, Marty Dickens, Darrell Drumwright, Ken Levitan, Vonda McDaniel, Willie McDonald, Luke Simons, Mona Lisa Warren, Leo Waters, and Vice-Mayor Diane Neighbors, Ex-Officio

AUTHORITY MEMBERS NOT PRESENT:

OTHERS PRESENT: Rich Riebeling, Larry Atema, Charles Starks, Barbara Solari, Mark Sturtevant, Kathy Coggin, Kristen Heggie, Seab Tuck, Andy McLean, Gary Schalmo, Charles Bone, Charles Robert Bone, Stacey Garrett, Terry Clements, Roxianne Bethune, Bill Phillips, Walt Baker, Brian Tibbs, Steve Curtis, Janel Lacy, and Michael Cass. In addition, other members of the general public and media were present.

The meeting was opened for business by Chairman Marty Dickens who stated that a quorum was present. The Appeal of Decisions was shown.

ACTION: Appeal of Decisions from the Convention Center Authority of the Metropolitan Government of Nashville and Davidson County – Pursuant to the provisions of § 2.68.030 of the Metropolitan Code of Laws, please take notice that decisions of the Convention Center Authority may be appealed to the Chancery Court of Davidson County for review under a common law writ of certiorari. These appeals must be filed within sixty days after entry of a final decision by the Authority. Any person or other entity considering an appeal should consult with private legal counsel to ensure that any such appeals are timely and that all procedural requirements are met.

It was announced that the next meeting of the CCA would be on Thursday, November 19, 2009 at 8:00a.m. at the Nashville Convention Center.

ACTION: Vonda McDaniel made a motion to approve the 2nd Meeting Minutes of October 29, 2009. The motion was seconded by Willie McDonald and approved unanimously by the Authority.

Rich Riebeling, Metro Director of Finance, was then introduced to give a project status update. (Attachment #1)

Next, Charles Bone of Bone McAllester Norton was introduced. He shared that Stacey Garrett and Charles Robert Bone would be the two main attorneys working for the Authority. Stacey Garrett and Charles Robert Bone briefly discussed organizational, contractual, and future matters. (Attachment #1)

Larry Atema was asked to discuss the budget, organization, and procurement for the construction of the convention center project. (Attachment #1) Mark Sturtevant with MDHA gave background information on the process used for contracts previously selected. Gary Schalmo with Clark Construction discussed the Bell Clark procurement procedure. (Attachment #2) Mr. Atema gave a construction project management organizational overview. Andy McLean with TVS shared their organizational structure regarding the project and Gary Schalmo presented the Bell Clark organizational chart for the convention center project.

With no additional business a motion was made to adjourn, with no objection the CCA adjourned at 10:10 a.m.

Respectfully submitted,

Charles L. Starks
Executive Director
Nashville Convention Center

Approved:

Marty Dickens, Chairman
CCA 3rd Meeting Minutes
Of November 12, 2009

Convention Center Authority

Thursday, November 12, 2009

Music City CENTER

Appeal of Decisions

Appeal of Decisions from the Convention Center Authority – *Pursuant to the provisions of § 2.68.030 of the Metropolitan Code of Laws, please take notice that decisions of the Convention Center Authority may be appealed to the Chancery Court of Davidson County for review under a common law writ of certiorari. These appeals must be filed within sixty days after entry of a final decision by the Authority. Any person or other entity considering an appeal should consult with private legal counsel to ensure that any such appeals are timely and that all procedural requirements are met.*

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Project Status Update

Music City CENTER

Project Status Update

- Financing
  - HVS Study: November 19
  - Financing Plan to Council: Early December
- Hotel Update
- Tourism Development Zone (TDZ)
- Diversity Business Enterprise (DBE) Vendor Fair
  - Tuesday, November 17 at 5:30pm at the Convention Center
  - 2,500 invitations sent
  - Mayor will be giving opening remarks

Music City CENTER

Bone McAllester Norton PLLC

Firm Introduction and Relevant Experience

Music City CENTER

Organizational Matters

- Adoption of Bylaws consistent with the Convention Center Authorities Act of 2009
- Establish procedures for preparing, distributing and obtaining approval for agendas, notice of meetings, minutes and other administrative matters

Music City CENTER

Contractual Matters

- Accepting assignment of organizational contracts (including timing for such)
  - » Employees
  - » Engineers and architects
  - » Facilities
  - » Miscellaneous
- Procurement regulations and policies (recognizing potential differences for policies related to construction/development and those related to operations)
- Authorizing procedure for approval of contracts
- Financial approval limits and authorization

Future Matters

- Insurance matters
- Title to and transfer of real property
- Timing of commencement of work
- Preliminary financing issues

Music City Center Development Budget Summary

	Target 2008	Fall 2009
Construction Cost, Including 1,800 Parking Spaces	$450,000,000	$415,000,000
Off Site Utilities	$27,000,000	$21,800,000
Land Acquisition	$50,000,000	$57,000,000
Insurance	$8,900,000	$8,050,000
FF&E, Art, Signage	$16,400,000	$13,650,000
Design, Engineering, Feasibility, Financing, Project Management	$54,215,000	$53,500,000
Owner Contingency	$28,485,000	$16,000,000
Total	$635,000,000	$585,000,000

Development Budget Revision

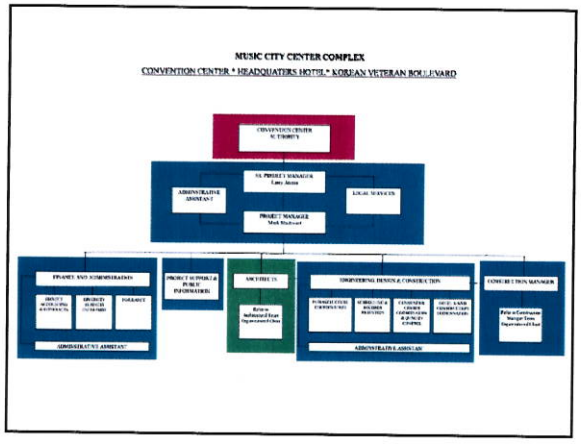
- $50,000,000 budget reduction is a result of:
  - – Mayor's request
  - – Successful Teamwork
  - – The Construction Market/Economy
  - – Value Engineering (100+ Items)
- No appreciable impact on the building

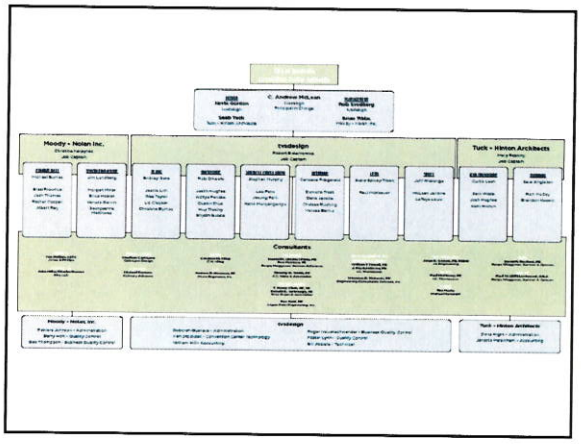
Convention Center Construction Job Forecast

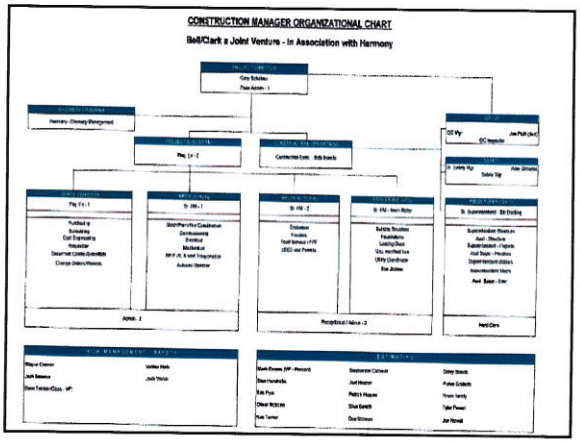
- Daily Construction Manpower: 1,000 – 1,200 people during the peak of construction (2011-2012)
- Could equate to 3,000+ different workers on the job over its lifecycle
- 75% - 90% will likely be local or regional workers
- 150+ companies could be involved, depending on the stage of the job

Organizational Charts

- Project Management
- Design, Engineering, Specialties
- Construction Management







Procurement

Music City CENTER

Bell/Clark Bid Procurement for Major Contracts

- Promote Interest
- Advertise/Alert
- Contact/Recruit
- Assist
- Solicit
- Award

Music City CENTER

Convention Center Authority

Thursday, November 12, 2009

Music City CENTER

BELL CLARK CONSTRUCTION
A JOINT VENTURE
In Association with harmony

BID PROCESS – MAJOR CONTRACTS

Promote Interest	➢ Fairs and Meet and Greet Seminars ➢ Interactive Website ➢ E-News Letters ➢ Community Meetings/Outreach ➢ Face to Face Networking
Advertise/Alert	➢ Website/Notify Registries ➢ Press Release/Media Outlets ➢ Plan Room Postings ➢ Personnel Phone Calls
Contact/Recruit	➢ Contact Other Certifying Agency's ➢ Review Attendees List from Meet and Greets ➢ Personnel Phone Calls ➢ Review Pre-Qualify List ➢ Interviews ➢ Create Bidders Lists ➢ Review Past Local Participation and Historical Data
Assist	➢ Review Sub-Primes with Primes ➢ Distribute Prequalification List to Primes ➢ Remove Barriers to Participation ➢ Allocate Small Scope Packages ➢ Create Areas of Opportunity ➢ Provide Technical Assistance/Bonding Assistance
Solicit	➢ Develop Bid Package Scope ➢ Advertise Bid Package Solicitation ➢ Hold Pre-Bid/Answer Questions ➢ Receive Sealed Bids
Award	➢ Receive Bids/Non-Public Opening ➢ Review Submitted Proposals ➢ Develop Scope Spreadsheet of all Bidders ➢ Safety Review ➢ Review DBE 2001-2003 Forms ➢ Interview and Review Scope of Service ➢ Contact References ➢ GC Selection Based Upon "Best Value" ➢ Advise Owner/Program Manager before Final Selection ➢ Make Final Award