

## **MINUTES OF THE 68<sup>th</sup> MEETING OF THE CONVENTION CENTER AUTHORITY OF THE METROPOLITAN GOVERNMENT OF NASHVILLE & DAVIDSON COUNTY**

The 68<sup>th</sup> meeting of the Convention Center Authority of the Metropolitan Government of Nashville and Davidson County (CCA) was held on October 6, 2016 at 9:00 a.m. in the Administrative Conference Room of the Administrative Offices at the Music City Center, Nashville, Tennessee.

**AUTHORITY MEMBERS PRESENT:** Marty Dickens, Irwin Fisher, Vonda McDaniel, Willie McDonald, Renata Soto, David McMurry, and Mona Lisa Warren

**AUTHORITY MEMBERS NOT PRESENT:** Randy Goodman, Luke Simons

**OTHERS PRESENT:** Charles Starks, Charles Robert Bone, Jasmine Quattlebaum, Donna Gray, Brian Ivey, Larry Atema, Natasha Blackshear, and Mary Anne Morris

Chair Marty Dickens opened the meeting for business at 9:00 a.m. and stated that a quorum was present.

**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 if and to the extent applicable 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.

**ACTION:** Vonda McDaniel made a motion to approve the 67<sup>th</sup> Meeting Minutes of September 1, 2016. Willie McDonald seconded the motion, which was approved unanimously by the Authority.

The next regularly scheduled meeting is scheduled for November 3, 2016.

Charles Starks and Jasmine Quattlebaum gave an update on the RFQ for Construction Management Services and there was discussion (Attachment #2)

Willie McDonald made a motion [i] accepting the recommendation of the evaluation committee and [ii] authorizing Charles Starks to negotiate and execute an agreement with Thomas Constructors, LLC for construction management services on substantially

the same terms as set forth in the RFQ and considered this day. Vonda McDaniel seconded the motion, which was approved unanimously by the Authority.

Jasmine Quattlebaum gave an update on the RFP for LED Video Board Displays and there was discussion (Attachment #3)

Renata Soto made a motion [i] accepting the recommendation of the evaluation committee and [ii] authorizing Charles Starks to negotiate and execute an agreement with LMG for the purchase, installation and warranty of LED Video Display Boards on substantially the same terms as set forth in the RFP and considered this day. Irwin Fisher seconded the motion, which was approved unanimously by the Authority.

Charles Starks then gave an operating update and there was discussion (Attachment #1)

With no additional business, the Authority unanimously moved to adjourn at 9:55 a.m.

Respectfully submitted,



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Charles L. Starks  
President & CEO  
Convention Center Authority

Approved:



Marty Dickens, Chair  
CCA 68<sup>th</sup> Meeting Minutes  
of October 6, 2016

## Convention Center Authority



October 6<sup>th</sup>, 2016

## 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 if and to the extent applicable 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.*

## Convention Center Authority



October 6<sup>th</sup>, 2016

## Thank You Mona Lisa



- ▶ Served on the CCA since inception on October 6, 2009
- ▶ Mayor has asked her to serve on the Transportation and Licensing Commission

## Operations Update

## RFQ Construction Manager Services

### RFP LED Video Board Display



### Website Update



### MCC/Hotel Tax Collection

As of July 31, 2016

	2/5 of 5% Occupancy Tax	Net 1% Occupancy Tax	\$2 Room Tax	Contracted Vehicle Tax	Rental Vehicle Tax	Campus Tax	Total	Variance to FY 15-16
July	\$1,847,920	\$792,661	\$1,210,579	\$131,291	\$144,778	\$2,205,965	\$6,333,194	19.10%
August								
September								
October								
November								
December								
January								
February								
March								
April								
May								
June								
YTD Total	\$1,847,920	\$792,661	\$1,210,579	\$131,291	\$144,778	\$2,205,965	\$6,333,194	19.10%

Unaudited Tax Collections

### MCC/Hotel Tax Collection

#### MCC Portion of July 2016 Tourism Tax Collections

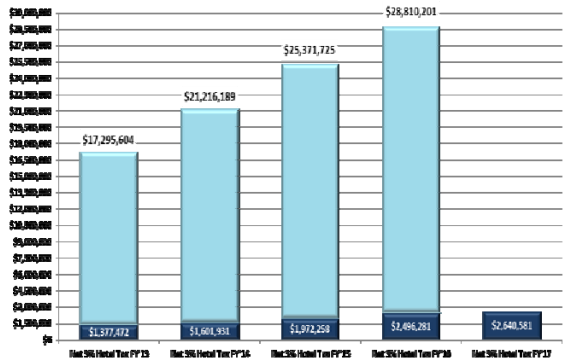
	FY 2016	FY 2017	Variance
2/5 of 5% Occupancy Tax	\$1,738,303	\$1,847,920	6.31%
Net 1% Occupancy Tax	\$757,978	\$792,661	4.58%
\$2 Room Tax	\$1,215,421	\$1,210,579	-0.40%
Contracted Vehicle	\$44,920	\$131,291	192.28%
Rental Vehicle	\$187,587	\$144,778	-22.82%
Campus Sales Tax	\$1,373,115	\$2,205,965	60.65%
<b>Total Tax Collections</b>	<b>\$5,317,324</b>	<b>\$6,333,193</b>	<b>19.10%</b>

#### MCC Portion of Year-to-Date FY2016 Tourism Tax Collections

	FY 2016	FY 2017	Variance
2/5 of 5% Occupancy Tax	\$1,738,303	\$1,847,920	6.31%
Net 1% Occupancy Tax	\$757,978	\$792,661	4.58%
\$2 Room Tax	\$1,215,421	\$1,210,579	-0.40%
Contracted Vehicle	\$44,920	\$131,291	192.28%
Rental Vehicle	\$187,587	\$144,778	-22.82%
Campus Sales Tax	\$1,373,115	\$2,205,965	60.65%
TD Sales Tax Increment	\$0	\$0	0.00%
<b>Total YTD Tax Collections</b>	<b>\$5,317,224</b>	<b>\$6,333,193</b>	<b>19.10%</b>

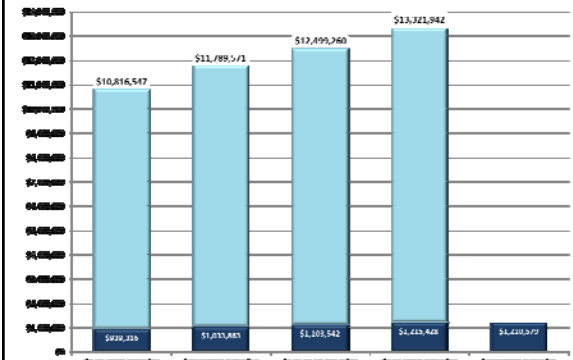
Unaudited Tax Collections

### Net 3% Hotel Tax

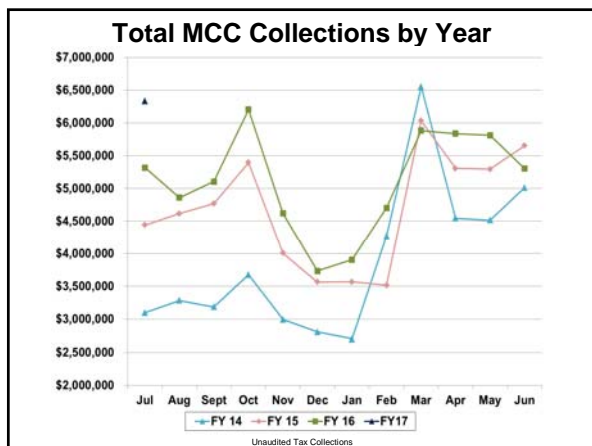
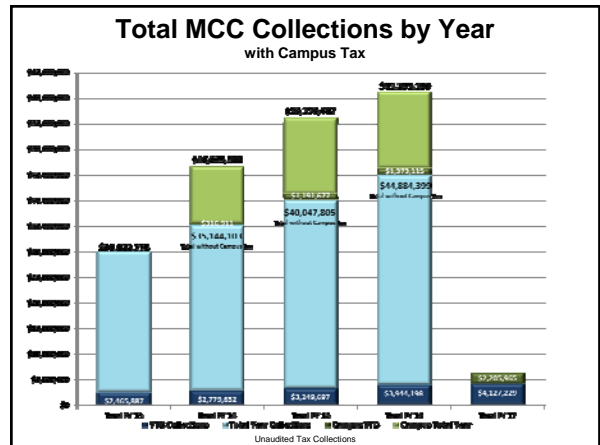
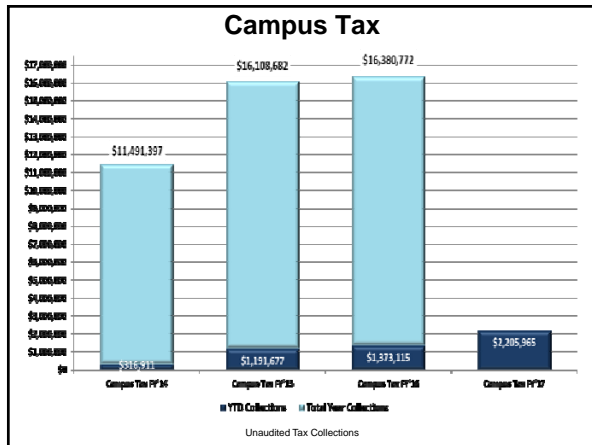
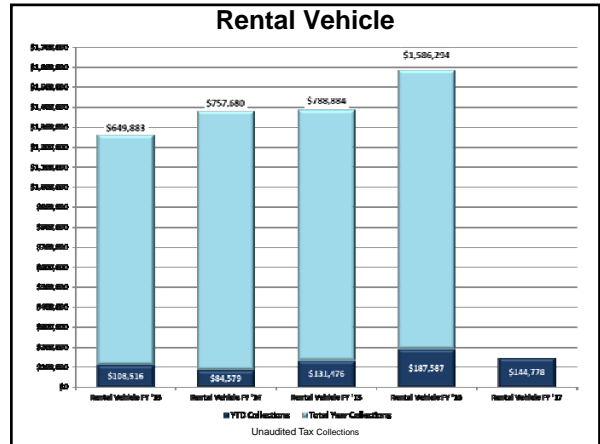
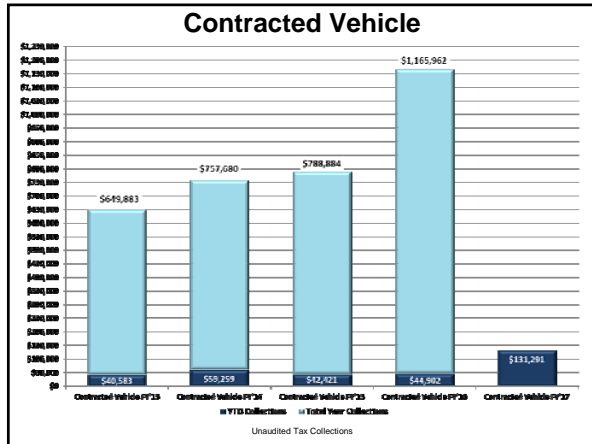


Unaudited Tax Collections

### \$2 Room Tax



Unaudited Tax Collections



### September Events

- 36 Events
- 26,880 Attendees
- 6,654 Room Nights
- \$9,570,160 Economic Impact

## September Tours & Site Visits

- 9 Sales Site Visits
- Group tours with attendees.

*(This included students from William James Middle School,  
Antioch High School and MyCity Academy)*

## Convention Center Authority



October 6th, 2016

# Attachment #2 Convention Center Authority Meeting 10/6/2016



**RFQ Intent to Award Summary Sheet for the Music City Center**

RFQ: *Construction Manager Services*

Selected Vendor:

*Thomas Constructors, LLC*

**Compensation and Cost:**

Project Fee					
All Projects and Change Orders	4.95%		4.95%		4.95%
Preconstruction Services	2016 - 2017		2017-2018		2018-2019
SPM/Senior Estimator	\$ 125.00 /hr		\$ 128.75 /hr		\$ 132.61 /hr
PM/Estimator	\$ 100.00 /hr		\$ 103.00 /hr		\$ 106.09 /hr
APM/Junior Estimator	\$ 85.00 /hr		\$ 87.55 /hr		\$ 90.18 /hr
ADMIN	\$ 60.00 /hr		\$ 61.80 /hr		\$ 63.65 /hr
Expendables at Cost	At Cost		At Cost		At Cost

General Conditions	2016 - 2017		2017-2018		2018-2019
Project Supervision	\$ 96.50 /hr		\$ 99.40 /hr		\$ 102.38 /hr
Superintendent Truck	\$ 550.00 mo		\$ 575.00 mo		\$ 595.00 mo
Supervision Cell Phone	\$ 175.00 mo		\$ 180.00 mo		\$ 185.00 mo

Project Management	2016 - 2017		2017-2018		2018-2019
SPM	\$ 125.00 /hr		\$ 128.75 /hr		\$ 132.61 /hr
PM	\$ 100.00 /hr		\$ 103.00 /hr		\$ 106.09 /hr
APM	\$ 85.00 /hr		\$ 87.55 /hr		\$ 90.18 /hr
PM Travel/Parking	At Cost		At Cost		At Cost
PM Cell Phone per PM	\$ 175.00 mo		\$ 180.00 mo		\$ 185.00 mo
Job Specific Accounting	\$ 60.00 /hr		\$ 61.80 /hr		\$ 63.65 /hr
Office Admin Specific to Job	\$ 60.00 /hr		\$ 61.80 /hr		\$ 63.65 /hr

General Requirements	2016 - 2017	2017-2018	2018-2019
Dumpsters	At Cost	At Cost	At Cost
Small Tools and General Equipment	At Cost	At Cost	At Cost
Temporary Utilities	At Cost	At Cost	At Cost
Layout/Survey	At Cost	At Cost	At Cost
Temp Field Offices	At Cost	At Cost	At Cost
Temp Fencing/Signage	At Cost	At Cost	At Cost
Safety	At Cost	At Cost	At Cost
Site Security	At Cost	At Cost	At Cost
First Aid/Water & Cups/Temp Restrooms	At Cost	At Cost	At Cost
General Clean-up (Materials & Labor)	At Cost	At Cost	At Cost
Labor Forman (Plus Burden Rate)	\$1,300/wk	\$1,325/wk	\$1,350/wk
Final Clean	At Cost	At Cost	At Cost
Printing/Reprographics/Postage	At Cost	At Cost	At Cost
DBE Outreach	At Cost	At Cost	At Cost
Road Closure/Barricades/ Side Walk Closure	At Cost	At Cost	At Cost
Temporary Enclosures, Storage and Protection	At Cost	At Cost	At Cost

\*\*General Requirements Cost will be billed at cost after prior approval from MCC Project Management Staff.

**Term:**

*Three (3) year term*

*One time option to extend for two (2) additional one year term at the sole discretion of the CCA*

**DBE participation:**

*100 % Small Business*

**Other Vendors that Submitted Bids:**

PBG Builders, Inc.

Skanska

**Attachment #3**  
**Convention Center Authority Meeting**  
**10/6/2016**



**RFP Intent to Award Summary Sheet for the Music City Center**

**RFP:** *LED Video Display Boards*

**Selected Vendor:**

*LMG*

**Compensation and Cost:**

Equipment	\$123,306.60
Labor	\$94,500.00
Materials	\$65,100.00
Shipping	\$5,600.00
5 Year Warranty	\$25,000.00
<b>Total</b>	<b>\$313,506.60</b>

**Term:**

*Three (3) year term*

*With one (1) two year options to renew*

**DBE participation:**

*LMG has committed to meet or exceed 6.3% of DBE participation*

**Other Vendors that Submitted Bids:**

Pierremont Media Group

Gable

Daktroncis