

DRAFT MINUTES: *Subject to change prior to approval by Authority or Committee at its next regular meeting*

**MINUTES OF THE 65th MEETING OF THE
CONVENTION CENTER AUTHORITY OF THE
METROPOLITAN GOVERNMENT OF NASHVILLE &
DAVIDSON COUNTY**

The 65th meeting of the Convention Center Authority of the Metropolitan Government of Nashville and Davidson County (CCA) was held on May 4, 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, Randy Goodman, Willie McDonald, Renata Soto, and Mona Lisa Warren

AUTHORITY MEMBERS NOT PRESENT: Vonda McDaniel, Luke Simons

OTHERS PRESENT: Charles Starks, Charles Robert Bone, Jasmine Quattlebaum, Elisa Putman, Brian Ivey, Mary Brette Clippard, Joseph Steele, Melissa Corban, and Mary Anne Morris

Chair Marty Dickens opened the meeting for business at 9:02 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: Randy Goodman made a motion to approve the 64th Meeting Minutes of March 9, 2016. Willie McDonald seconded the motion, which was approved unanimously by the Authority.

The next regularly scheduled meeting is scheduled for June 2, 2016.

Charles Starks and Jasmine Quattlebaum presented the RFP for Carpet, Tile and Fabric Cleaning Services (Attachment #2), and there was discussion.

ACTION: Irwin Fisher made a motion [i] accepting the recommendation of the evaluation committee and [ii] authorizing Charles Starks to negotiate and execute an agreement with Premium Floors Care and Services for carpet, tile and fabric cleaning services on substantially the same terms as set forth in the RFP and considered this day. Randy Goodman seconded the motion, and the Authority approved unanimously.

Charles Starks and Jasmine Quattlebaum presented the RFP for Power Cleaning and Stone Sealing Services (Attachment #3), and there was discussion.

ACTION: Randy Goodman made a motion [i] accepting the recommendation of the evaluation committee and [ii] authorizing Charles Starks to negotiate and execute an agreement with HydroPro Pressure Washing and Roof Cleaning for power cleaning and stone sealing services on substantially the same terms as set forth in the RFP and considered this day. Renata Soto seconded the motion, and the Authority unanimously approved.

Charles Starks and Jasmine Quattlebaum presented the Reconsideration of the RFP for Event Security (Attachment #4), and there was discussion.

ACTION: Irwin Fisher made a motion to amend the RFP award for Event Security previously adopted on March 9, 2016 authorizing Charles Starks to negotiate and execute an agreement with Elite Show Services, Inc. for event and in-house security services on substantially the same terms as set forth in the RFP and further considered this day, specifically to include the adjusted hourly rates for police officers. Willie McDonald seconded the motion, and the Authority unanimously approved.

Jasmine Quattlebaum presented the DBE 3rd Quarter Update (Attachment #1), and there was discussion.

Charles Starks announced the Francis S. Guess Bridges to Equality Luncheon will be held on May 24 at 11:30 a.m. in the Davidson Ballroom. The Community Foundation of Middle Tennessee will honor Ben Rechter.

Charles Starks presented an update on Downtown Hotel Construction, and there was discussion.

* Denotes departure of Marty Dickens.

Charles Starks announced the Second Annual Stakeholders Meeting will be held on June 1 at Music City Center. Community partners and agencies will meet at 8:30 a.m. for operations discussion and at 1:00 p.m. for sales discussion.

Charles Starks announced that he will deliver Music City Center's Annual Report to the Metro Council on May 11 at 4:45 p.m.

Charles Starks presented an update on Tax Collections, and there was discussion.

With no additional business, the Authority unanimously moved to adjourn at 9:50 a.m.

Respectfully submitted,

Charles L. Starks
President & CEO
Convention Center Authority

Approved:

Marty Dickens, Chair
CCA 65th Meeting Minutes
of May 4, 2016

CONVENTION CENTER AUTHORITY

May 4, 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.

HAPPY BIRTHDAY!

- Rich Riebeling
May 4
- Luke Simons
May 8
- Randy Goodman
May 10



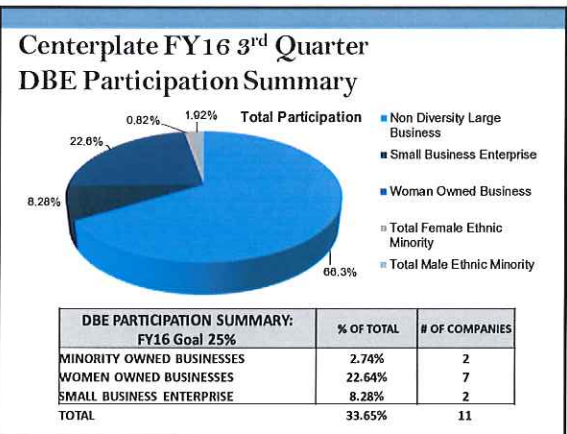
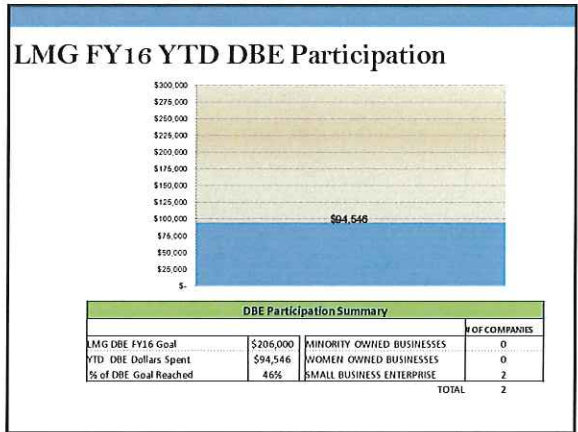
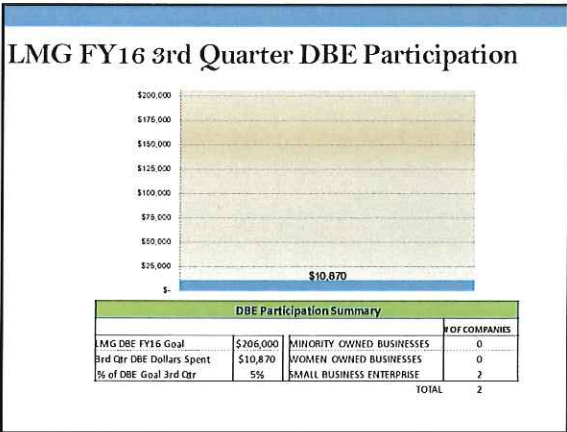
OPERATIONS UPDATES

RFP FOR CARPET, TILE AND FABRIC CLEANING SERVICES

RFP FOR POWER CLEANING AND STONE SEALING SERVICES

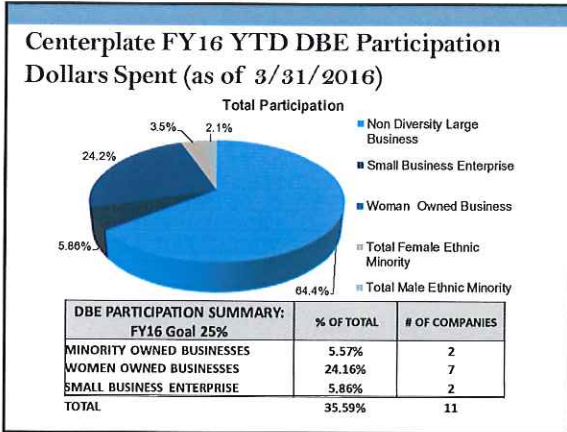
RECONSIDERATION OF RFP FOR EVENT SECURITY

DBE 3RD QUARTER UPDATE



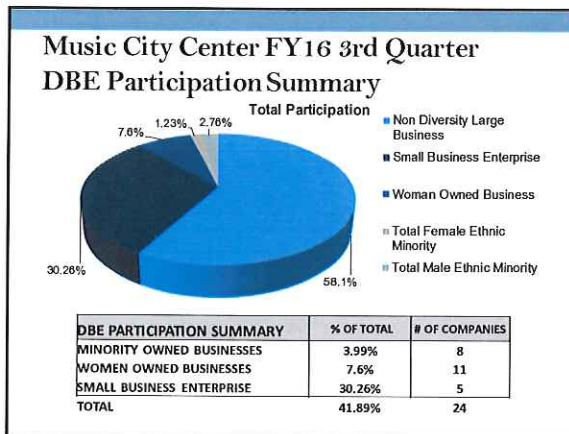
Centerplate FY16 3rd Quarter DBE Participation Dollars Spent

DBE Classification	DBE Dollars Spent:
Ethnic Minority Male	
African American Owned	\$19,904 (1.92%)
Ethnic Minority Female	
African American Owned	\$8,533 (0.82%)
Total Minority Business Enterprise	\$28,437 (2.74%)
Total Woman Owned	\$235,281 (22.64%)
Total Small Business	\$86,043 (8.28%)
Total DBE Participation	\$349,760 (33.65%)
Total Non Diversity Business	\$689,561 (66.3%)



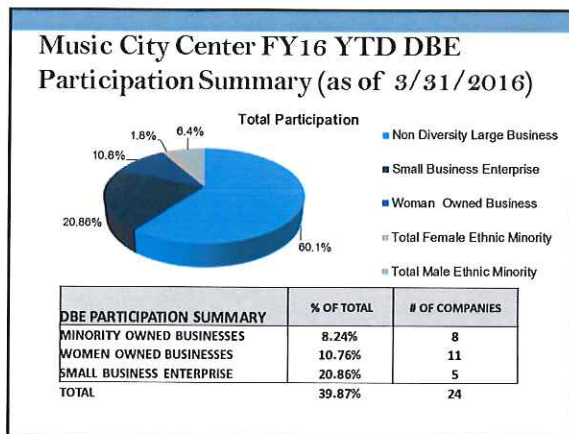
Centerplate FY16 YTD DBE Participation Dollars Spent (as of 3/31/2016)

DBE Classification	DBE Dollars Spent:
Ethnic Minority Male	
African American Owned	\$57,689 (2.1%)
Ethnic Minority Female	
African American Owned	\$98,722 (3.5%)
Total Minority Business Enterprise	\$156,411 (5.7%)
Total Woman Owned	\$678,516 (24.16%)
Total Small Business	\$164,528 (5.86%)
Total DBE Participation	\$999,456 (35.59%)
Total Non Diversity Business	\$1,808,553 (64.4%)



Music City Center FY16 3rd Quarter DBE Participation Dollars Spent

DBE Classification	DBE Dollars Spent:
Ethnic Minority Male	
African American Owned	\$35,281 (2.76%)
Ethnic Minority Female	
African American Owned	\$15,663 (1.23%)
Total Minority Business Enterprise	\$50,945 (3.99%)
Total Woman Owned	\$97,679 (7.6%)
Total Small Business	\$386,498 (30.26%)
Total DBE Participation	\$535,122 (41.89%)
Total Non Diversity Business	\$742,328 (58.10%)



Music City Center FY16 YTD DBE Participation Summary (as of 3/31/2016)

DBE Classification	DBE Dollars Spent:
Ethnic Minority Male	
African American Owned	\$239,406 (6.4%)
Ethnic Minority Female	
African American Owned	\$67,165 (1.8%)
Hispanic Female Owned	\$789
Total Minority Business Enterprise	\$307,361 (8.24%)
Total Woman Owned	\$401,274 (10.76%)
Total Small Business	\$777,617 (20.86%)
Total DBE Participation	\$1,486,252 (39.87%)
Total Non Diversity Business	\$2,241,912 (60.1%)

OMNI 2016 Local Participation

COMMITMENT TO LOCAL HIRING	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC
Total FTEs GOAL: 300	742	731	724									
# FTEs (80 hours) Residents of Nashville Metropolitan Statistical Area Goal: 250	648	700	732									
# FTEs (80 hours) Residents of Davidson County Goal: 200	601	573	583									

OMNI 2016 DBE Participation

SUPPLY AND SERVICE EXPENDITURE COMMITMENT	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	2016 Total
For the Metropolitan Statistical Area businesses Goal: \$100,000/yr.	\$153,764	\$160,049	\$13,187										
For minority and women owned business enterprises Goal: \$50,000/yr.	\$23,263	\$28,903	\$22,434										

FRANCIS S. GUESS BRIDGES TO EQUALITY LUNCHEON

May 24, 2016

DOWNTOWN HOTEL CONSTRUCTION UPDATE

2ND ANNUAL STAKEHOLDERS MEETING

June 1, 2016

ANNUAL REPORT TO METRO COUNCIL

May 11, 2016

MCC/Hotel Tax Collection

As of February 29, 2016

	25 of 5% Occupancy Tax	Net 1% Occupancy Tax	\$2 Room Tax	Contracted Vehicle Tax	Rental Vehicle Tax	Campus Tax	Total	Variance to FY 14-15
July	\$1,738,303	\$757,978	\$1,215,421	\$44,820	\$187,587	\$1,373,115	\$5,317,224	19.72%
August	\$1,556,357	\$684,181	\$1,090,380	\$69,943	\$121,121	\$1,324,855	\$4,846,817	4.99%
September	\$1,667,075	\$737,374	\$1,125,906	\$79,902	\$126,018	\$1,368,043	\$5,104,318	7.05%
October	\$2,066,292	\$881,945	\$1,245,924	\$128,432	\$149,942	\$1,730,713	\$6,203,247	15.01%
November	\$1,481,629	\$626,645	\$1,004,700	\$84,669	\$125,548	\$1,297,529	\$4,620,720	15.36%
December	\$1,205,510	\$474,055	\$887,310	\$82,418	\$103,456	\$979,505	\$3,732,255	4.71%
January	\$1,168,123	\$505,732	\$868,930	\$86,350	\$96,830	\$1,179,883	\$3,905,949	9.50%
February	\$1,421,082	\$610,775	\$970,335	\$98,243	\$99,936	\$1,502,041	\$4,702,412	33.78%
March								
April								
May								
June								
YTD Total	\$12,304,372	\$5,278,684	\$8,408,887	\$674,777	\$1,010,437	\$10,755,784	\$38,432,943	11.80%

Unaudited Tax Collection

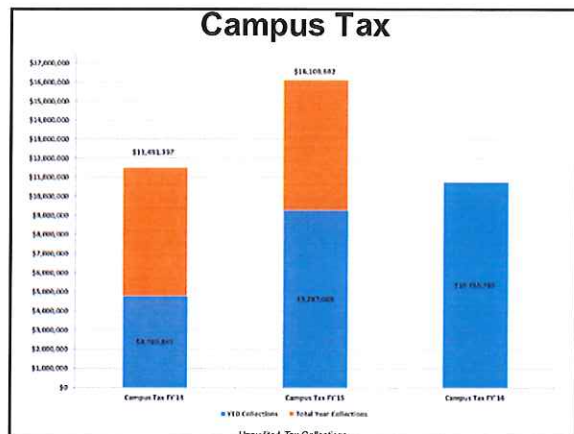
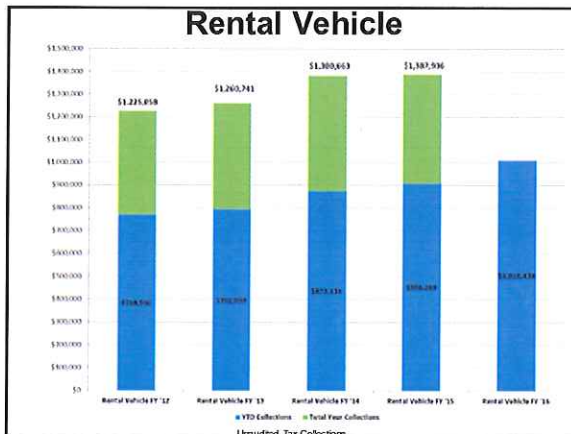
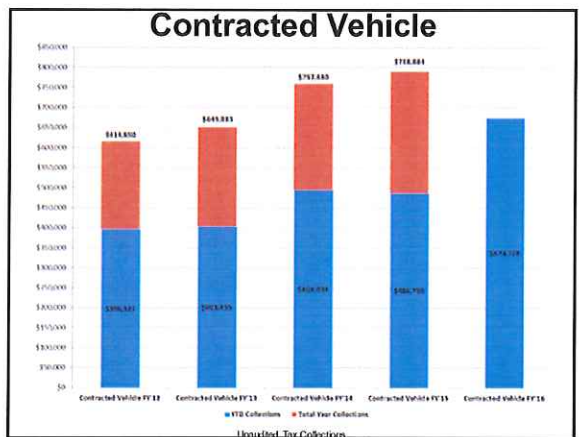
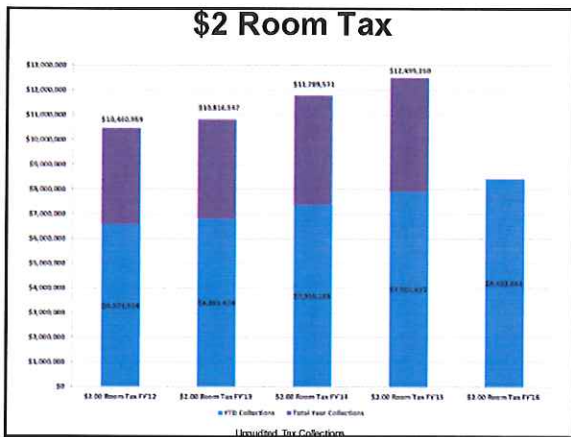
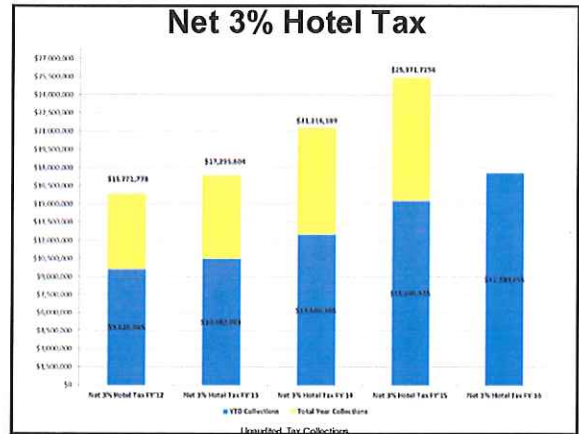
MCC/Hotel Tax Collection

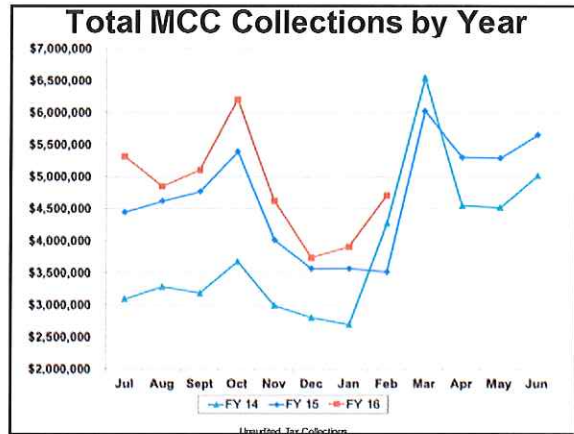
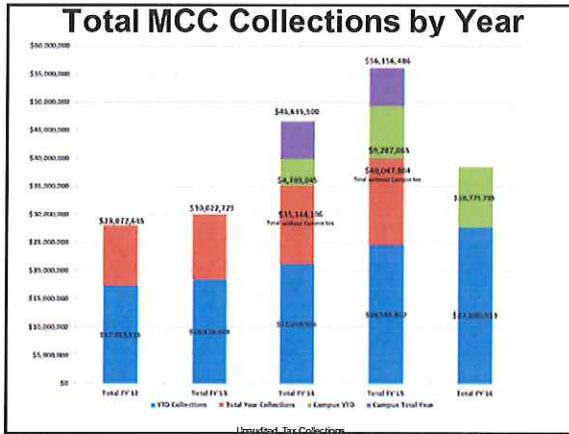
MCC Portion of February 2016 Tourism Tax Collections

	FY 2015	FY 2016	Variance
2/5 OF 5% Occupancy Tax	\$1,226,914	\$1,421,082	15.82%
Net 1% Occupancy Tax	\$526,601	\$610,775	15.98%
\$2 Room Tax	\$888,055	\$970,335	9.27%
Contracted Vehicle	\$65,617	\$98,243	49.72%
Rental Vehicle	\$92,827	\$99,936	7.66%
Campus Tax	\$714,938	\$1,502,041	110.09%
TDZ Sales Tax Increment	\$0	\$0	0.00%
Total Tax Collections	\$3,514,982	\$4,702,412	33.78%

MCC Portion of Year-to-date FY 2016 Tourism Tax Collections

	FY 2015	FY 2016	Variance
2/5 of 5% Occupancy Tax	\$10,753,790	\$12,304,372	14.42%
Net 1% Occupancy Tax	\$4,536,545	\$5,278,684	16.36%
\$2 Room Tax	\$7,901,417	\$8,422,661	6.60%
Contracted Vehicle	\$486,790	\$674,778	38.62%
Rental Vehicle	\$906,270	\$1,010,438	11.49%
Campus Tax	\$9,287,065	\$10,755,785	15.81%
TDZ Sales Tax Increment	\$11,548,916	\$15,669,415	35.68%
Total YTD Tax Collections	\$45,420,793	\$54,116,133	19.14%





March Events

17 Events
 22,193 Attendees
 19,688 Room Nights
 \$21,176,212 Economic Impact

April Events

42 Events
 130,966 Attendees
 77,616 Room Nights
 \$93,992,839 Economic Impact

March Tours & Site Visits

20 Sales Site Visits
 3 Group Tours with 62 attendees. This included a delegation from Leadership Knoxville.

April Tours & Site Visits

13 Sales Site Visits
 3 Group Tours with 70 attendees. This included Leadership Donelson-Hermitage and an art tour for University School of Nashville.

**CONVENTION CENTER
AUTHORITY**

May 4, 2016



RFP Intent to Award Summary Sheet for the Music City Center

RFP: *Carpet, Tile, Fabric Cleaning Services for the Music City Center*

Selected Vendor:

Premium Floors Care and Services

Compensation and Cost:

Carpet Cleaning	Cost per Sq. Ft	
0-10,000	\$	0.065
10,001-25,000	\$	0.065
25,001-100,000	\$	0.065
Over 100,000	\$	0.060

Tile Cleaning	Cost per Sq. Ft	
0-5,000	\$	0.090
5,001-10,000	\$	0.090
Over 10,000	\$	0.090

Nova Fabric Wall Panel	Cost per Sq. Ft	
20-40	\$	0.25
40-100	\$	0.23
Over-100	\$	0.21

Term:

*Three (3) year term
With two (2) one year options to renew*

DBE participation:

Premium Floors Care and Services has committed to meet or exceed 15% DBE participation.

Other Vendors that Submitted Bids:

Cintas
Clean Quik Carpet Service
Spring Clean Cleaning Service



RFP Intent to Award Summary Sheet for the Music City Center

RFP: *Power Clean and Stone Sealing*

Selected Vendor:

HydroPro Pressure Washing and Roof Cleaning

Compensation and Cost:

	Rate per Sq Ft				
	Year 1	Year 2	Year 3	Year 4	Year 5
Power Cleaning Horizontal	\$ 0.08	\$ 0.08	\$ 0.08	\$0.08	\$ 0.08
Power Cleaning - Tunnel Sidewalks	\$ 0.11	\$ 0.11	\$ 0.11	\$0.11	\$ 0.11
Power Cleaning - House Docks	\$ 0.15	\$ 0.15	\$ 0.15	\$0.15	\$ 0.15
Power Cleaning - Vertical	flat rates given by location, not by sq ft.				
Aggregate Sealing	\$ 0.28	\$ 0.28	\$ 0.28	\$0.28	\$ 0.28
Cleaning of Garage	\$ 0.09	\$ 0.09	\$ 0.09	\$0.09	\$ 0.09

Power Cleaning - Vertical	
5th & Omni Terrace	\$ 1,440.00
KVB Altaglio Terrace	\$ 720.00
Valet Motor Entrance	\$ 960.00
7th & 8th Avenue Terrace	\$ 960.00
Songwriters Hall of Fame	\$ 1,920.00
KVB dock entrance	\$ 540.00
8th Avenue stacked stone concrete surfaces	\$ 590.00

Term:

*Three (3) year term
 With one (1) two year option to renew*

DBE participation:

100% SBE

Other Vendors that Submitted Bids:

SRS, Inc.
 All American Pressure Washing (Non-Responsive)



RFP Intent to Award Summary Sheet for the Music City Center

RFP: *Event and In House Security Services for the Music City Center*

Selected Vendor:

Elite Show Services, Inc.

Compensation and Cost:

	Year1	Year2	Year3	Year4	Year 5
Security Guards	\$ 17.49	\$ 17.49	\$ 19.49	\$ 19.49	\$ 19.49
Supervisor	\$ 19.49	\$ 19.49	\$ 21.49	\$ 21.49	\$ 21.49
Police Officer	\$ 30.00	\$ 30.00	\$ 32.00	\$ 32.00	\$ 32.00
Adjusted Police Officer	\$ 44.80	\$ 44.80	\$ 47.60	\$ 47.60	\$ 47.60
Parking Attendant/Cashier	\$ 18.99	\$ 18.99	\$ 20.99	\$ 20.99	\$ 20.99
Parking Supervisor	\$ 19.49	\$ 19.49	\$ 21.49	\$ 21.49	\$ 21.49

- * Security Guards includes Event Security, Overnight Rover, Traffic Control, Ticket Sellers/Takers and Booth Security
- * Holiday rate of time and a half the regular billing rate applies for all MCC recognized holidays.

Term:

*Three (3) year term
 With two (2) one year options to renew*

DBE participation:

Elite has committed to meet or exceed 12% DBE participation with certified DBE Security companies.

Other Vendors that Submitted Bids:

- Andy Frain
- Century Security and Event Staffing
- Contemporary
- Talon Security
- Universal Services