

**Minutes of the Meeting of the
BOARD OF DIRECTORS of the
DETROIT REGIONAL CONVENTION FACILITY AUTHORITY
Cobo Conference & Exhibition Center**

December 15, 2011

A Regular Meeting of the Board of Directors of the Detroit Regional Convention Facility Authority (the "Authority"), was held at 8:30 a.m. on December 15, 2011 pursuant to the requirements set forth in the Regional Convention Facility Authority Act at MCL 141.1351, et seq.

- I.** **ROLL CALL.** The regular meeting was called to order by Chairman L. Alexander at 8:39 a.m.
- PRESENT:** Director L. Alexander, Director J. Abdoo, Director M. Carroll, Director W. Guillebeaux, and Director J. Okotie-Eboh
- ABSENT:** None.
- ALSO PRESENT:** P. Bero, T. Connors of SMG, G. Brown, T. Tuskey, E. Duff of Garan Lucow Miller, P.C., and M. Powers of DMCVB

- II.** **APPROVAL OF MINUTES.** A motion to approve the Minutes of the public hearing and regular meeting of the Authority held November 10, 2011 by J. Abdoo.

UNANIMOUSLY APPROVED

- III.** **CEO/CFO REPORT.** CEO/CFO Patrick Bero presented his report to the Board which included updates on the following:

- a. October Financial Reports
- b. Report on Progress of 2011 Audit
- c. Art Appraisal Report Presented by L. DuMouchelle
- d. Construction Insurance Program Update
- e. Centerplate Negotiations Update

- IV.** **REPORT OF CHAIR OF DRCFA SUB-COMMITTEE ON EXPANSION & IMPROVEMENTS.** Committee Chair, W. Guillebeaux, presented a summary of the pertinent items addressed in the Project Status Owner's Representative Report dated December 8, 2011.

Committee Chair, W. Guillebeaux, presented the Sub-Committee recommendations for Board action on the following items:

- A. Resolution Authorizing the Authority to Proceed with the Installation of Isolation Valves in the Compressed Air Distribution System to the Exhibit Hall Utility Floor Ports (Boxes). Reference: Phase IIa List A Project S Compressor Upgrades. Motion for approval of Resolution as presented by J. Okotie-Eboh.

UNANIMOUSLY APPROVED

- B. Resolution Authorizing the Award of a Subcontract by Walbridge/Barton Malow/White, LLC to MLS Signs, Inc. for Bid Package B3 - 1002 Wayfinding Signage. Phase IIb Project B3 - Detroit Hall Parking. Motion for approval of Resolution as presented by J. Abdo.

UNANIMOUSLY APPROVED

- C. Resolution Authorizing the Authority to Proceed with the Design, Preparation of Construction Documents and Solicitation of Bids for the Construction of the Second Truck Ramp. Phase IIb Project G3. Motion for approval of Resolution as presented by J. Abdo.

UNANIMOUSLY APPROVED

- D. Resolution Authorizing the Authority to Proceed with the Installation of Separating Partitions in the Existing Wayne - Oakland Hall Air Plenum Shaft. Project Reference: Phase IIb - Project B-5 Oakland Hall Annex. Motion for approval of Resolution as presented by J. Okotie-Eboh.

UNANIMOUSLY APPROVED

- E. Resolution: Board Authorization for the Authority to the Procurement of Timberline Hosted Server Services for Remote Access Capability & Software Maintenance. Project Reference: Phase IIIa & b Projects - Code 201 Pro-Rated General Conditions. Motion for approval of Resolution as presented by M. Carroll.

UNANIMOUSLY APPROVED

- F. Resolution Board Authorizing the Authority to Combine the Washington St. and Atwater St. (Cobo Arena) Garage Projects and Authorizing the Authority to Procurement Professional Engineering Services to Design, Engineer and Preparation Construction Plans and Specifications for Structural Restoration. Projects C-12 & C-13 Cobo Arena & Cobo Hall Garage Structural Restoration. Motion for approval of Resolution as presented by M. Carroll.

UNANIMOUSLY APPROVED

- G. Resolution: Board Authorization for the Authority to Assemble Design Team to Develop a Comprehensive Conceptual Plan and Request for Proposals for a Security System Design Consultant. Motion for approval of Resolution as presented by J. Abdo.

UNANIMOUSLY APPROVED

- H. Resolution for Authority to Proceed Under the Provisions of Phase IIIa Project C-63 with the Preparation of a Request for Proposal and Solicitation of Proposals for Telescopic Seating a/k/a Elevated Seating Risers. Motion for approval of Resolution as presented by J. Okotie-Eboh.

UNANIMOUSLY APPROVED

- I. Resolution Authorizing the Authority to Issue a Purchase Order to Tennant Company for the Provision of a Garage Sweeper. Reference: Phase IIIa Project C-63 FFE. Motion for approval of Resolution as presented by J. Okotie-Eboh.

UNANIMOUSLY APPROVED

- J. Resolution Authorizing the Authority to Execute a Professional Consulting Agreement with Somat Engineering for Micro Pile Testing and Inspection Services. Projects: Phase IIIb C-1a & b South Concourse Atrium Link / Arena Ballroom, Kitchen & Meeting Rooms. Bid Package 09 - Micro Pile Testing and Inspection. Motion for approval of Resolution as presented by J. Abdo.

UNANIMOUSLY APPROVED

- K. Resolution Authorizing the Authority to Execute a Professional Consulting Agreement with Testing Engineers & Consultants, Inc. for the Provision of Structural Steel Testing and Inspection Services. Projects: Phase IIIb C-1a & b South Concourse Atrium Link / Cobo Arena Adaptive Renovation. Bid Package 09 - Structural Steel Testing and Inspection. Motion for approval of Resolution as presented by M. Carroll.

UNANIMOUSLY APPROVED

- L. Resolution Authorizing the Authority to Execute a Professional Consulting Agreement with Metro Consulting Associates for the Provision of Building Survey Services. Projects: Phase IIIb C-1a & b South Concourse Atrium Link / Cobo Arena Adaptive Renovation. Bid Package 01 - Building Survey. Motion for approval of Resolution as presented by J. Abdo.

UNANIMOUSLY APPROVED

- M. Resolution Authorizing the Authority to Execute a Contract Change Order to the Authority's Existing Construction Contract with KONE Corporation for Installation of Elevators & Escalators Associated with the Cobo Arena and South Concourse Adaptive Renovation. Motion for approval of Resolution as presented by J. Okotie-Eboh.

UNANIMOUSLY APPROVED

- N. Resolution Authorizing the Authority to Proceed with the Relocation of Glass Doors and Air Curtain Associated with the Renovation of Cobo Arena and the South Concourse. Phase IIIb Projects C-1a & b. Motion for approval of Resolution as presented by J. Okotie-Eboh.

UNANIMOUSLY APPROVED

- O. Resolution Authorizing the Board Authorization to Negotiate a Professional Services Agreement for Phase IIIb Construction Management Services with Turner Toolco Joint Venture. Motion for approval of Resolution as presented by J. Abdoo.

UNANIMOUSLY APPROVED

- V.** **REPORT OF FACILITY GENERAL MANAGER.** Facility General Manager, Thom Connors of SMG presented his report to the Board which included the following:

- a. Operation & Events Overview presented by C. Molinari
- b. Branding Development Update presented by C. Lovio-George of Lovio George Communications & Design
- c. Centerplate Catering Update presented by J. Hougard
- d. Cobo Operations October Financial Report presented by S. Schuster
- e. Sales & Booking Update presented by T. Albrecht including the introduction of Jennifer Berkemeier, Sales Manager, Catering & Special Events
- f. Cobo Construction Mascot Reveal/Scholarship Award presented to artist Bethany Radloff who attends the College for Creative Studies in Detroit. Ms. Radloff was accompanied by the Assistant Director of Public Relations, Rhonda Welsh. The name of the mascot is COBOTRON.

- VI.** **UNFINISHED BUSINESS.**

- a. The Sub-Committee on Expansion & Capital Projects will hold its next Sub-Committee Meeting on Monday, January 2, 2012 at 8:00 a.m.
- b. The meetings of the Board of Directors will be held at a new location starting in 2012. Notice of the new location will be posted as soon as it is available.

- VII.** **NEW BUSINESS.** None.

VIII. **PUBLIC COMMENT.** None.

IX. **ADJOURNMENT.** A motion for adjournment of the regular meeting at 11:41 a.m. by J. Okotie-Eboh.

UNANIMOUSLY APPROVED

Respectfully submitted,



Joseph Abdo, Secretary

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Approved: January 5, 2012