

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

May 9, 2013

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 May 9, 2013 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 8:34 a.m.
- PRESENT:** Director L. Alexander, Director J. Abdo, 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 regular meeting of the Authority held April 25, 2013 by J. Abdo.

UNANIMOUSLY APPROVED

- III.** **DRCFA BALANCED SCORECARD REPORT.** Presented by B. Davenport.

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

- a. Proposal Food & Beverage RFP.

Motion by W. Guillebeaux to accept recommendation of Authority Administration to authorize the capital program team to issue requests for proposals for the immediate needs items and utilizing the Centerplate capital fund for the branding identity for the food court in the not to exceed amount of \$12,000 as stated in the Leadership Brief. Opportunities to purchase the value enhancement items will be determined at a later date based on the demands for capital in the other areas of the project.

UNANIMOUSLY APPROVED

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

- a. Cobo Center/DMCVB Customer Advisory Board Meeting
- b. Garage Operations Review and Report
- c. Security Contractor RFP Selection

- 1. Motion by W. Guillebeaux to negotiate 2 year contract with Securitas per GM's recommendation.

UNANIMOUSLY APPROVED

- d. Efficiency Agreement Press Announcement
- e. Recent Press and Media Coverage

VI. REPORT OF CHAIR OF DRCFA SUB-COMMITTEE ON CAPITAL IMPROVEMENTS & UPDATES. Committee Chair W. Guillebeaux presented a summary of the pertinent items addressed in the Sub-Committee Meeting Agenda dated May 6, 2013.

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

- A. Resolution to Amend Construction Contract With DeCal, Inc. to Core Penetrations in the Mechanical Room Slab for HVAC Ducts. Motion for approval of Resolution as presented by J. Abdo.

UNANIMOUSLY APPROVED

- B. Resolution to Amend Construction Contracts With DENN-CO Construction, Inc. and Wm. Reichenbach to Incorporate the Installation of Thermal & Fireproofing Insulation at the North & South Portals. Motion for approval of Resolution as presented by J. Abdo.

UNANIMOUSLY APPROVED

- C. Resolution to Amend Construction Contract With Trend Millwork, Inc. for Millwork. Motion for approval of Resolution as presented by J. Okotie-Eboh.

UNANIMOUSLY APPROVED

- D. Resolution to Amend Construction Contract with ENCLOS Corporation to Reconciling the Contract Value Incorporating Value Engineering Cost Reductions and Schedule Acceleration. Motion for approval of Resolution as presented by J. Abdo.

UNANIMOUSLY APPROVED

- E. Resolution Authorizing the Establishment of a Second Shift to Accelerate the Progress and Completion of the Arena and Atrium Renovation Work. Motion for approval of Resolution as presented by M. Carroll.

UNANIMOUSLY APPROVED

- F. Resolution to Authorize Execution of Construction Contract With Detroit Automatic Sprinkler for the Retro-Fit Design - Construct Installation of Wet & Dry Water Sprinkler and Alarm Systems in the South Wing & Authorizing the Authority to Proceed With Associated Selective Demolition, Restoration & Alarm System Electrical Work Under the Authority's Self-Perform Procedures. Motion for approval of Resolution as presented by J. Okotie-Eboh.

UNANIMOUSLY APPROVED

- G. Resolution to Authorize Execution of Construction Contracts for ACM Abatement Associated With the South Wing Renovation - Global Green, Next Generation, Quality Environmental Cardino ATC. Motion for approval of Resolution as presented by J. Okotie-Eboh.

UNANIMOUSLY APPROVED

- H. Resolution to Authorize Execution of Construction Contract With RAM Construction Services of Michigan for the Part 2 Structural Concrete Repairs to the Bridge Spanning Between Helix Ramp and Roof Parking Lot. Motion for approval of Resolution as presented by J. Abdoo.

UNANIMOUSLY APPROVED

- I. Resolution to Proceed With Replacement of Damaged & Deteriorated Roof Parking Wearing Course - Amalio. Motion for approval of Resolution as presented by M. Carroll.

UNANIMOUSLY APPROVED

- J. Resolution to Proceed With Roof Parking Light Fixture Upgrades - Lake Erie Electric of Michigan. Motion for approval of Resolution as presented by J. Okotie-Eboh.

UNANIMOUSLY APPROVED

- K. Resolution to Proceed With Medium Voltage Breaker & Relay Maintenance in the PLD Primary Transformer Room - PowerPlus Engineering & Authority Self Perform. Motion for approval of Resolution as presented by J. Abdoo.

UNANIMOUSLY APPROVED

- L. Resolution to Purchase Banquet Chairs From MTS Seating. Motion for approval of Resolution as presented by J. Okotie-Eboh.

UNANIMOUSLY APPROVED

VII. UNFINISHED BUSINESS. None.

VIII. NEW BUSINESS. None.

IX. PUBLIC COMMENT. None.

X. ADJOURNMENT. A motion for adjournment of the regular meeting at 11:10 a.m. by M. Carroll.

UNANIMOUSLY APPROVED

Respectfully submitted,



Joseph Abdo, Secretary

Approved: May 23, 2013

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