

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

May 12, 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 May 12, 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 8:40 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 28, 2011 by J. Abdo.

UNANIMOUSLY APPROVED.

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

- Cobo Events Summary.
- Update on Smart Maintenance Program by Claude Molinari.
- Sales Department Activity Report by Tom Albrecht.
- Centerplate Food Services update by Jason Hougard and Chef Jamie.

Facility General Manager, Thom Connors, presented the following items for action by the Board:

- A. Award of Fire Suppression Maintenance and Testing Contract/RFP #11-140. Based upon the recommendation of SMG and the DRCFA Capital Projects Team and the Authority having been fully advised in the premises, W. Guillebeaux offered a motion that the Authority resolve to award the Fire Suppression Maintenance and Testing Contract to Detroit Automatic. The contract will be for two (2) years with an option to renew/extend the contract for one (1) additional year at the sole discretion of the Authority.

UNANIMOUSLY APPROVED.

- B. Park Rite Contract Extension.
Based upon the recommendation of SMG and the Authority having been fully advised in the premises, W. Guillebeaux offered a motion that the Authority Resolve to Approve a 30-day extension of the current contract with Park Rite which is due to expire at the end of May 2011.

UNANIMOUSLY APPROVED.

IV. CEO/CFO REPORT. CEO/CFO Patrick Bero presented his report to the Board which included an update on the following:

- A. Resolution to Issue RFP for Project Finance. Motion for approval of Resolution as presented by M. Carroll.
- B. Resolution to Approve RFP for Insurance Brokerage. Motion for approval of Resolution as presented by M. Carroll.
- C. Resolution to Approve RFP for Construction Insurance Services. Motion for approval of Resolution as presented by J. Okotie-Eboh.
- D. Resolution Authorizing Issuance of Art Appraisal Services. Based upon the recommendation of the CEO/CFO and the Authority having been fully advised in the premises, J. Okotie-Eboh offered a motion that the Authority resolve to approve the issuance of an RFP for Art Appraisal Services.

UNANIMOUSLY APPROVED.

V. REPORT OF CHAIR OF DRCFA SUB-COMMITTEE ON EXPANSION & IMPROVEMENTS. Committee Chair, W. Guillebeaux, presented a summary of the pertinent items addressed in the Projects Status Owners Representative Report dated May 6, 2011 and the Sub-Committee Meeting held May 9, 2011.

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

- A. Resolution Authorizing the Award of a Subcontract by Walbridge/Barton Malow/White, LLC to A. Z. Shmina for the General Contract Associated with the Phase IIb - B-1 Loading Dock and Enclosure Project. Motion for approval of Resolution as presented by J. Abdoo.
- B. Resolution Authorizing the Award of a Subcontract by Walbridge/Barton Malow/White, LLC to Urban's Partition and Remodeling for the Operable Walls Associated With the Phase IIb - B-5 Oakland Hall Annex Project. Motion for approval of Resolution as presented by J. Abdoo.

- C. Special Meeting of DRCFA Board of Directors May 23, 2011 at 3:00 p.m.
Based upon the recommendation of the Sub-Committee on Construction & Expansion, the Authority resolved to schedule a Special Meeting of the Board of Directors on May 23, 2011, at 3:00 p.m. in order to consider recommendations for approval of various Phase IIb contracts.

UNANIMOUSLY APPROVED.

- VI. UNFINISHED BUSINESS.** Chairman Alexander provided an update on execution of the 2003 Bond Addendum and ongoing discussions with City of Detroit representatives regarding outstanding pension obligations.

- VII. NEW BUSINESS.** None.

- VIII. PUBLIC COMMENT.** None.

- IX. ADJOURNMENT.** A motion for adjournment of the regular meeting at 10:17 a.m. by J. Okotie-Eboh.

UNANIMOUSLY APPROVED.

Respectfully submitted,



Joseph Abdoo, Secretary

Approved: June 9, 2011

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**Minutes of the Special Meeting of the
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May 23, 2011

A Special Meeting of the Board of Directors of the Detroit Regional Convention Facility Authority (the "Authority"), was held at 3:00 p.m. on May 23, 2011 pursuant to the requirements set forth in the Regional Convention Facility Authority Act at MCL 141.1351, et seq.

I. ROLL CALL. The special meeting was called to order by Chairman L. Alexander at 3:04 p.m.

PRESENT: Director L. Alexander (via telephone), 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. REPORT OF CHAIR OF DRCFA SUB-COMMITTEE ON EXPANSION & CAPITAL IMPROVEMENTS.

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

A. Resolution Authorizing the Award of a Subcontract by Walbridge/Barton Malow/White, LLC to Commercial Contracting Corporation for work associated with the Phase IIb - B-5 Wayne-Oakland Hall Annex Project. 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 21st Century Salvage, Inc. for work associated with the Phase IIb - B-5 Wayne-Oakland Hall Annex Project. Motion for approval of Resolution as presented by J. Abdo.

UNANIMOUSLY APPROVED.

C. Resolution Authorizing the Award of a Subcontract by Walbridge/Barton Malow/White, LLC to C. L. Reickhoff Co., Inc. for work associated with the Phase IIb - B-5 Wayne-Oakland Hall Annex Project. Motion for approval of Resolution as presented by M. Carroll.

UNANIMOUSLY APPROVED.

- D. Resolution Authorizing the Award of a Subcontract by Walbridge/Barton Malow/White, LLC to T. F. Beck Company for roofing work associated with the Phase IIb - B-5 Wayne-Oakland Hall Annex Project. Motion for approval of Resolution as presented by M. Carroll.

UNANIMOUSLY APPROVED.

- E. Recommendation to the Board Authorizing Issuance of an RFP for Professional Consulting Services Related to the Specification and Layout of Food Service Equipment.

Based upon the recommendation of the Sub-Committee on Expansion & Capital Improvements and the Authority having been fully advised in the premises, M. Carroll offered a motion that the Authority resolve to advertise and solicit statements of qualifications and proposals from experienced, qualified and expert consulting services to provide layout design and specifications for food service equipment associated with the Authority's approved Phase III Framework Projects.

UNANIMOUSLY APPROVED.

- III. UNFINISHED BUSINESS.** Chairman Alexander reported that the 2003 Bond Amendment has been fully executed by the City of Detroit. The Authority's bond counsel is scheduled to appear at the next regular Board meeting to discuss possible uses of the bond funds. Chairman Alexander also reported that he continues to work with the City of Detroit Deputy Mayor regarding outstanding pension matters.

- IV. NEW BUSINESS.** Interim Owners Representative, Gary Brown, advised that the Sub-Committee on Expansion & Improvements will have recommendations relative to demolition of Cobo Arena and Phase III Construction Management Services at the next regular Board meeting on June 9, 2011. Mr. Brown also advised that the Detroit City Planning Commission has requested another presentation of the Cobo Construction Plans to a local community group as a part of their approval process.

- V. PUBLIC COMMENT.** None.

- VI. ADJOURNMENT.** A motion for adjournment of the regular meeting at 3:43 p.m. by J. Okotie-Eboh.

UNANIMOUSLY APPROVED.

Respectfully submitted,



Joseph Abdo, Secretary

Approved: June 9, 2011
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