

MINUTES OF THE 84th MEETING OF THE CONVENTION CENTER AUTHORITY OF THE METROPOLITAN GOVERNMENT OF NASHVILLE & DAVIDSON COUNTY

The 84th meeting of the Convention Center Authority of the Metropolitan Government of Nashville and Davidson County (CCA) was held on May 2, 2019 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, Vonda McDaniel, Willie McDonald, David McMurry, Randy Rayburn, *Renata Soto, and Leigh Walton

AUTHORITY MEMBERS NOT PRESENT:

OTHERS PRESENT: Charles Starks, Charles Robert Bone, Jasmine Quattlebaum, Donna Gray, Renuka Christoph, Elisa Putman, Richard Wagner, Doug Zimmerman, and Sandy Mazza

Chairman Marty Dickens opened the meeting for business at 9:04 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 83rd Meeting Minutes of March 7, 2019. The motion was seconded by Randy Rayburn and approved unanimously by the Authority.

The next regularly scheduled meeting is scheduled for June 6, 2019 at 9:00 a.m.

The Authority congratulated Randy Goodman for being honored with the Presidential Award for Outstanding Executive Achievement.

The Authority congratulated Vonda McDaniel for receiving the Professional Achievement Award within the Trade Union movement from the A. Philip Randolph Institute Southern Region.

* Denotes the arrival of Renata Soto.

Charles Starks and Jasmine Quattlebaum provided information on the RFP for Vending Machine Services (Attachment #1 and #2) and there was discussion.

ACTION: Leigh Walton made a motion [i] accepting the recommendation of the evaluation committee and [ii] authorizing Charles Starks to negotiate and execute an agreement with Select Vending for snack vending machine services on substantially the same terms as set forth in the RFP and considered this day. The motion was seconded by Randy Rayburn and approved unanimously by the Authority.

Charles Starks and Jasmine Quattlebaum provided information on the RFP for Exterior Landscaping Services (Attachment #1 and #3) 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 The Greathouse Company, LLC for exterior landscaping services on substantially the same terms as set forth in the RFP and considered this day. The motion was seconded by Randy Rayburn and approved unanimously by the Authority.

Charles Starks and Jasmine Quattlebaum provided information on the Premium Floor Care – Carpet Cleaning Contract Extension (Attachment #1 and #4) and there was discussion.

ACTION: Vonda McDaniel made a motion authorizing Charles Starks to negotiate and execute an amendment to the carpet cleaning services agreement with Premium Floor Care Services exercising the option to extend the agreement for an additional two years until June 1, 2021 on substantially the same terms as considered this day. The motion was seconded by Randy Rayburn and approved unanimously by the Authority.

Charles Starks and Jasmine Quattlebaum provided information on the Cintas – Uniform Rental Contract Extension (Attachment #1 and #5) and there was discussion.

ACTION: Randy Goodman made a motion authorizing Charles Starks to negotiate and execute an amendment to the uniform rental agreement with Cintas exercising the option to extend the agreement for an additional two years until August 15, 2021 on substantially the same terms as considered this day. The motion was seconded by Irwin Fisher and approved unanimously by the Authority.

Charles Starks and Jasmine Quattlebaum provided information on the Cushion Employer Services – Compensation and Benefits Contract Extension (Attachment #1 and #6) and there was discussion.

ACTION: Leigh Walton made a motion authorizing Charles Starks to negotiate and execute an amendment to the compensation and benefits analysis agreement with Cushion Employer Services exercising the option to extend the agreement for an additional two years until August 31, 2021 on substantially the same terms as considered this day. The motion was seconded by Randy Rayburn and approved unanimously by the Authority.

Charles Starks and Jasmine Quattlebaum provided an update on the Interior Landscaping – Contract Name Correction (Attachment #1) and there was discussion.

ACTION: Irwin Fisher made a motion authorizing Charles Starks to execute an amendment to the interior landscaping services agreement updating the name of the vendor from Teasley's Convention Florist/Green Resources to Richards Convention Florist, LLC d/b/a Green Resources. The motion was seconded by Randy Rayburn and approved unanimously by the Authority.

Charles Starks and Jasmine Quattlebaum provided a DBE Update (Attachment #1) and there was discussion.

Charles Starks provided an update on Tax Collections (Attachment #1) and there was discussion.

Charles Starks provided an update on the Current RFP's – Elevator / Escalators and Project Management (Attachment #1) and there was discussion.

Charles Starks provided information on MCC Founders Club (Attachment #1) and there was discussion.

Charles Starks provided information on the Francis S. Guess Bridge to Equality Lunch (Attachment #1) and there was discussion.

With no additional business, the Authority unanimously moved to adjourn at 9:42 a.m.

Respectfully submitted,



Charles L. Starks
President & CEO
Convention Center Authority

Approved:



Marty Dickens, Chair
CCA 84th Meeting Minutes
of May 2, 2019

Convention Center Authority



May 2, 2019



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



Randy Goodman
May 10th

CONGRATULATIONS!



➤ Kudos to our very own Randy Goodman – recipient of the Presidential Award for Outstanding Executive Achievement



CONGRATULATIONS!



Vonda McDaniel received the Professional Achievement Award within the Trade Union movement from the A. Philip Randolph Institute Southern Region



OPERATIONS UPDATE





**RFP VENDING MACHINE
SERVICES**



**RFP EXTERIOR
LANDSCAPING SERVICES**



**PREMIUM FLOOR CARE –
CARPET CLEANING
CONTRACT EXTENSION**



**CINTAS – UNIFORM RENTAL
CONTRACT EXTENSION**



**CUSHION EMPLOYER
SERVICES –
COMPENSATION AND
BENEFITS CONTRACT
EXTENSION**



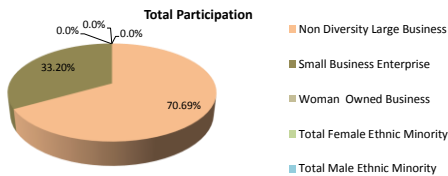
**INTERIOR LANDSCAPING –
CONTRACT NAME
CORRECTION**



DBE UPDATE

FY19 3rd Quarter Reports

LMG FY19 3rd Quarter DBE Participation Summary

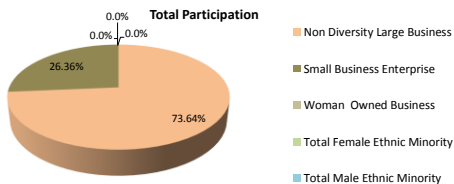


DBE PARTICIPATION SUMMARY: FY19 Goal 20%	% OF TOTAL	# OF COMPANIES
MINORITY OWNED BUSINESSES	0.00%	0
WOMEN OWNED BUSINESSES	0.00%	0
SMALL BUSINESS ENTERPRISE	33.20%	2
TOTAL	33.20%	2

LMG FY19 3rd Quarter DBE Participation Dollars Spent

DBE Classification	DBE Dollars Spent:
Ethnic Minority Male	
African American Owned	\$0 (0%)
Total Minority Business Enterprise	\$0 (0%)
Total Woman Owned	\$0 (0%)
Total Small Business	\$105,076 (33.20%)
Total DBE Participation	\$105,076 (33.20%)
Total Non Diversity Business	\$211,372 (66.80%)

LMG FY19 YTD DBE Participation Summary as of 3/31/2019

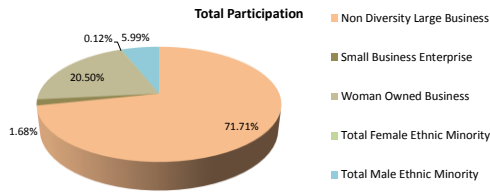


DBE PARTICIPATION SUMMARY: FY19 Goal 20%	% OF TOTAL	# OF COMPANIES
MINORITY OWNED BUSINESSES	0.00%	0
WOMEN OWNED BUSINESSES	0.00%	0
SMALL BUSINESS ENTERPRISE	26.36%	2
TOTAL	26.36%	2

LMG FY19 YTD DBE Participation Dollars Spent as of 3/31/2019

DBE Classification	DBE Dollars Spent:
Ethnic Minority Male	
African American Owned	\$0 (0%)
Ethnic Minority Female	
African American Owned	\$0 (0%)
Total Minority Business Enterprise	\$0 (0%)
Total Woman Owned	\$0 (0%)
Total Small Business	\$308,818 (26.36%)
Total DBE Participation	\$308,818 (26.36%)
Total Non Diversity Business	\$862,567 (73.64%)

Centerplate FY19 3rd Quarter DBE Participation Summary

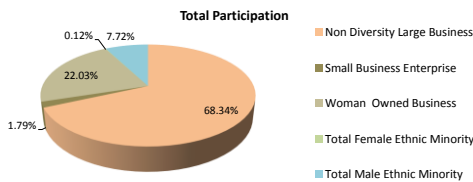


DBE PARTICIPATION SUMMARY: FY19 Goal 25%	% OF TOTAL	# OF COMPANIES
MINORITY OWNED BUSINESSES	6.11%	4
WOMEN OWNED BUSINESSES	20.50%	6
SMALL BUSINESS ENTERPRISE	1.68%	1
TOTAL	28.29%	11

Centerplate FY19 3rd Quarter DBE Participation Dollars Spent

DBE Classification	DBE Dollars Spent:
Ethnic Minority Male	
African American Owned	\$84,340 (5.99%)
Total Minority Business Enterprise	\$86,003 (6.11%)
Total Woman Owned	\$288,656 (20.50%)
Total Small Business	\$23,673 (1.68%)
Total DBE Participation	\$398,332 (28.29%)
Total Non Diversity Business	\$1,009,610 (71.71%)

Centerplate FY19 YTD DBE Participation Summary as of 3/31/2019

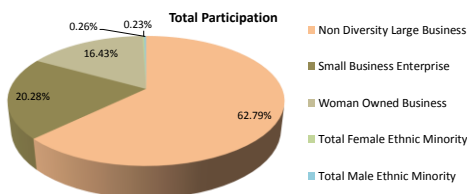


DBE PARTICIPATION SUMMARY: FY19 Goal 25%	% OF TOTAL	# OF COMPANIES
MINORITY OWNED BUSINESSES	7.84%	4
WOMEN OWNED BUSINESSES	22.03%	6
SMALL BUSINESS ENTERPRISE	1.79%	1
TOTAL	31.66%	11

Centerplate FY19 YTD DBE Participation Dollars Spent as of 3/31/2019

DBE Classification	DBE Dollars Spent:
Ethnic Minority Male	
African American Owned	\$311,204 (7.72%)
Ethnic Minority Female	
African American Owned	\$4,813 (.12%)
Total Minority Business Enterprise	\$316,017 (7.84%)
Total Woman Owned	\$888,069 (22.03%)
Total Small Business	\$72,006 (1.79%)
Total DBE Participation	\$1,276,092 (31.66%)
Total Non Diversity Business	\$2,754,605 (68.34%)

Music City Center FY19 3rd Quarter DBE Participation Summary

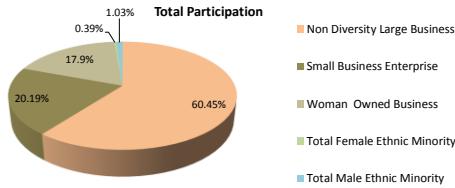


DBE PARTICIPATION SUMMARY	% OF TOTAL	# OF COMPANIES
MINORITY OWNED BUSINESSES	0.49%	6
WOMEN OWNED BUSINESSES	16.43%	12
SMALL BUSINESS ENTERPRISE	20.28%	8
TOTAL	37.21%	26

Music City Center FY19 3rd Quarter DBE Participation Dollars Spent

DBE Classification	DBE Dollars Spent:
Ethnic Minority Male	
African American Owned	\$5,253 (.26%)
Ethnic Minority Female	
African American Owned	\$4,000 (.20%)
Hispanic Female Owned	\$637 (.03%)
Total Minority Business Enterprise	\$9,890 (.49%)
Total Woman Owned	\$330,082 (16.43%)
Total Small Business	\$407,354 (20.28%)
Total DBE Participation	\$747,325 (37.21%)
Total Non Diversity Business	\$1,261,335 (62.79%)

**Music City Center FY19 YTD
DBE Participation Summary
as of 3/31/2019**

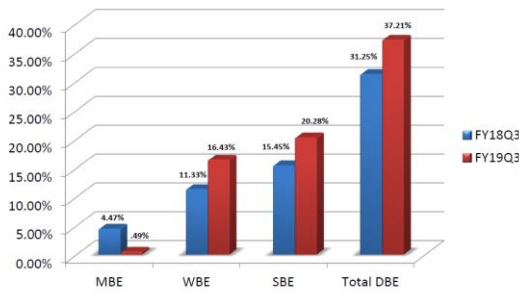


DBE PARTICIPATION SUMMARY	% OF TOTAL	# OF COMPANIES
MINORITY OWNED BUSINESSES	1.42%	6
WOMEN OWNED BUSINESSES	17.95%	12
SMALL BUSINESS ENTERPRISE	20.19%	8
TOTAL	39.55%	26

**Music City Center FY19 YTD
DBE Participation Dollars Spent
as of 3/31/2019**

DBE Classification	DBE Dollars Spent:
Ethnic Minority Male	
African American Owned	\$57,744 (1.03%)
Ethnic Minority Female	
African American Owned	\$18,000 (.32%)
Hispanic Female Owned	\$4,024 (.07%)
Total Minority Business Enterprise	\$79,767 (1.42%)
Total Woman Owned	\$1,008,398 (17.95%)
Total Small Business	\$1,134,103 (20.19%)
Total DBE Participation	\$2,222,268 (39.55%)
Total Non Diversity Business	\$3,396,178 (60.45%)

**DBE TOTAL PARTICIPATION
Quarter over Quarter Comparison**



**DBE TOTAL PARTICIPATION
Quarter over Quarter Comparison**

- | FY18 | FY19 |
|---|--|
| <ul style="list-style-type: none"> CPR Rigging (SBE) - Total Commission of \$292,943. Industrial Staffing (WBE) - Total spend of \$203,288 Med-Star Medical (SBE) - Total spend of \$37,851 Premiere Building (MBE) - Total spend of \$93,075 KPMG/Hoskins (MBE) - Total spend of \$69,200 | <ul style="list-style-type: none"> CPR Rigging (SBE) - Total Commission of \$344,785 Industrial Staffing (WBE) - Total spend of \$281,937 Med-Star Medical (SBE) - Total spend of \$42,694 Premiere Building (MBE) was not utilized this quarter. KPMG/Hoskins payables were processed in the previous quarter. Events that prompted increase in total spend: <ul style="list-style-type: none"> Antique and Gardens (Feb) IRE (Feb) Tractor Supply (Feb) Technology Marketing Toolkit (Feb) ICBA Live (Mar) Nace (Mar) |

OMNI 2019 Local Participation

COMMITMENT TO LOCAL HIRING	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC
Total FTEs Goal: 300	683	687	663									
# FTEs (40 hours) Residents of Nashville Metropolitan Statistical Area Goal: 250	527	528	654									
# FTEs (40 hours) Residents of Davidson County Goal: 200	673	677	506									

OMNI 2019 DBE Participation

SUPPLY AND SERVICE EXPENDITURE COMMITMENT	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	2019 Total
Nashville Metropolitan Statistical Area Businesses Goal: \$100,000/yr.	\$105,566	\$111,980	\$125,823										\$343,369
Small, minority and women owned Business enterprises Goal: \$50,000/yr.	\$24,560	\$26,126	\$17,413										\$66,099

DBE HAPPENINGS



May 30, 2019

TAX COLLECTIONS



MCC/Hotel Tax Collection

Collections Thru February 2019
(excludes TDZ)

	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 17-18
July	\$2,271,684	\$1,039,840	\$1,403,793	\$201,928	\$206,704	\$1,425,479	\$6,549,427	5.19%
August	\$2,315,364	\$1,041,480	\$1,311,833	\$165,614	\$130,399	\$1,635,868	\$6,600,557	27.15%
September	\$2,412,449	\$1,077,646	\$1,316,276	\$314,700	\$156,263	\$1,474,234	\$6,751,568	15.31%
October	\$3,084,962	\$1,394,767	\$1,595,518	\$284,022	\$184,879	\$1,550,746	\$8,094,893	-10.41%
November	\$2,042,379	\$886,184	\$1,162,962	\$42,732	\$126,600	\$1,309,228	\$5,570,085	0.55%
December	\$1,987,006	\$849,505	\$1,259,977	\$499,748	\$201,515	\$1,176,375	\$5,974,125	25.59%
January	\$1,658,032	\$718,536	\$1,094,660	\$211,109	\$113,067	\$1,361,162	\$5,156,566	40.25%
February	\$2,004,632	\$892,610	\$1,172,039	\$201,016	\$118,838	\$1,574,639	\$5,963,774	-1.00%
March	\$0	\$0	\$0	\$0	\$0	\$0	\$0	0%
April	\$0	\$0	\$0	\$0	\$0	\$0	\$0	0%
May	\$0	\$0	\$0	\$0	\$0	\$0	\$0	0%
June	\$0	\$0	\$0	\$0	\$0	\$0	\$0	0%
YTD Total	\$17,776,506	\$7,900,566	\$10,317,058	\$1,920,870	\$1,238,264	\$11,507,731	\$50,660,995	9.41%

All numbers subject to change by CCA Auditors

MCC/Hotel Tax Collection

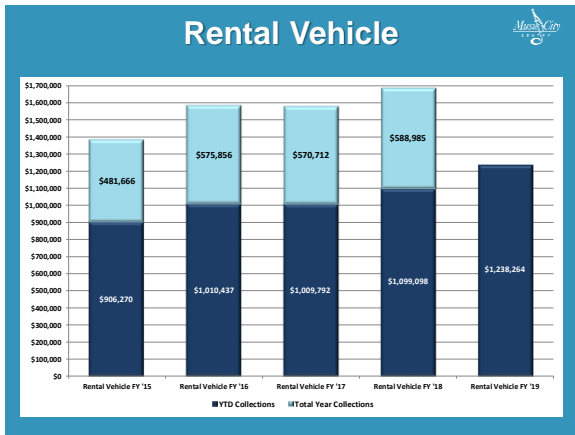
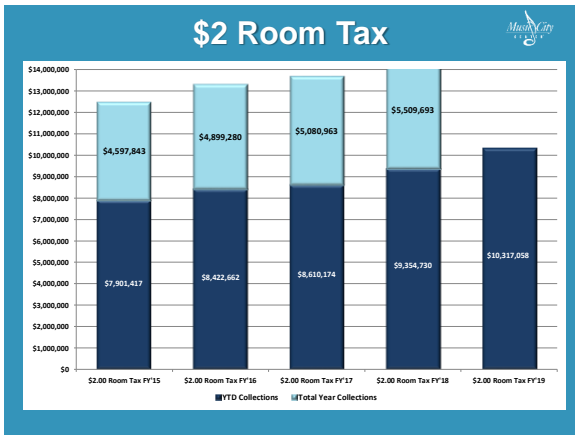
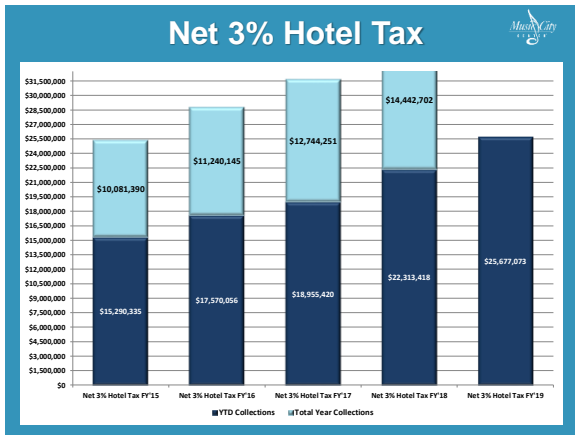
MCC Portion of February 2019 Tourism Tax Collections

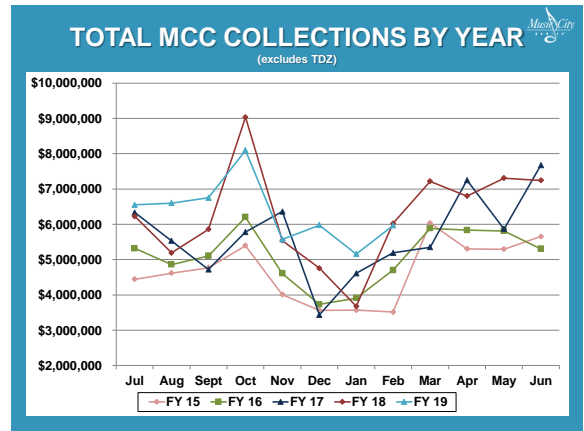
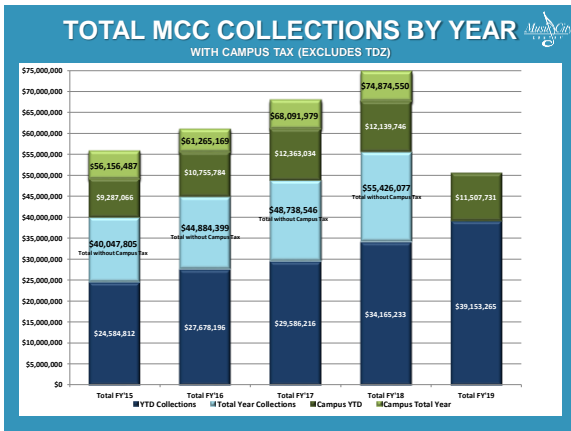
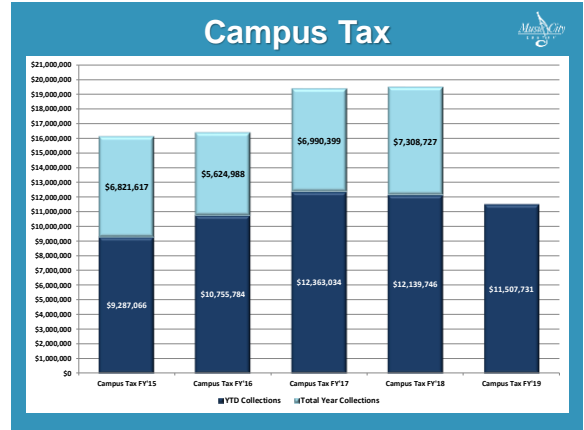
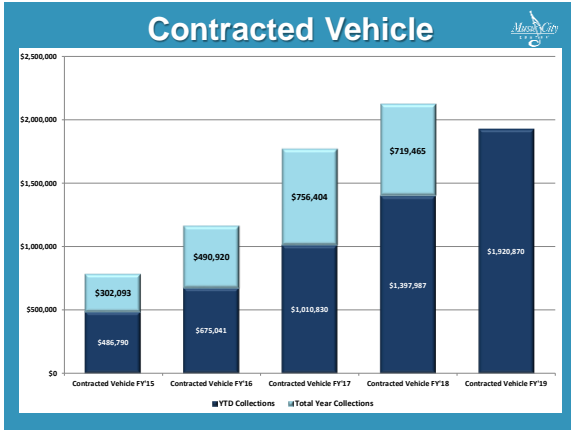
	FY 2018	FY 2019	Variance
2/5 of 5% Occupancy Tax	\$1,671,484	\$2,004,632	19.93%
Net 1% Occupancy Tax	\$724,939	\$892,610	23.13%
\$2 Room Tax	\$1,048,285	\$1,172,039	11.81%
Contracted Vehicle	\$178,656	\$201,016	12.52%
Rental Vehicle	\$174,888	\$118,838	-32.05%
Campus Sales Tax	\$2,225,625	\$1,574,639	-29.25%
TDZ Sales Tax Increment	\$0	\$0	0.00%
Total Tax Collections	\$6,023,876	\$5,963,774	-1.00%

MCC Portion of Year-to-Date Tourism Tax Collections

	FY 2018	FY 2019	Variance
2/5 of 5% Occupancy Tax	\$15,526,639	\$17,776,506	14.49%
Net 1% Occupancy Tax	\$6,786,779	\$7,900,566	16.41%
\$2 Room Tax	\$9,354,730	\$10,317,058	10.29%
Contracted Vehicle	\$1,397,987	\$1,920,870	37.40%
Rental Vehicle	\$1,099,098	\$1,238,264	12.66%
Campus Sales Tax	\$12,139,746	\$11,507,731	-5.21%
TDZ Sales Tax Increment	\$27,641,384	\$44,760,433	61.93%
Total YTD Tax Collections	\$73,946,363	\$95,421,429	29.04%

All numbers subject to change by CCA Auditors





MARCH EVENTS

- 21 Events
- 51,485 Attendees
- 38,260 Room Nights
- \$40,034,239 Economic Impact

MARCH TOURS & SITE VISITS

- 10 Sales Site Visits
- 5 Group tours

CURRENT RFP'S

- Elevator / Escalators
- Project Management

FOUNDERS CLUB



- Recognizes team members who have been with the Music City Center since its opening in May 2013.



- **The Francis S. Guess Bridge to Equality Fund Luncheon**
Thursday, May 23, 2019
11:30 AM – 1:30 PM

Convention Center Authority



May 2, 2019





RFP Intent to Award Summary Sheet for the Music City Center

RFP: *Snack Vending Services*

Selected Vendor:

Select Vending

Compensation and Cost:

Vending Commissions at 10% (Net Sales)

Proposed Price Points :

Candy - \$1.50
Crackers - \$.85
Chips 1.5 oz - \$.85
Chips 2.7 oz - \$1.35
Pastries - \$1.50
Gum and Mints - \$1.00

Term:

Five (5) years

DBE participation:

None

**Select Vending is owned by a minority male. However, they have opted not to be certified.*

Other Vendors that Submitted Bids:

None



RFP Intent to Award Summary Sheet for the Music City Center

RFP: *Exterior Landscaping Services for the Music City Center*

Selected Vendor:

The Greathouse Company, LLC.

Compensation and Cost:

	<i>Yr. 1</i>	<i>Yr. 2</i>	<i>Yr.3</i>	<i>Yr.4</i>	<i>Yr.5</i>
Monthly Maintenance Fee	<i>\$2,560.00</i>	<i>\$2,640.00</i>	<i>\$2,720.00</i>	<i>\$2,805.00</i>	<i>\$2,890.00</i>
Labor Hourly Rate	<i>\$45.00</i>	<i>\$45.00</i>	<i>\$45.00</i>	<i>\$45.00</i>	<i>\$45.00</i>
Hourly Minimum for Grass Cutting	<i>\$45.00</i>	<i>\$45.00</i>	<i>\$45.00</i>	<i>\$45.00</i>	<i>\$45.00</i>

Term:

Three (3) years with one (1) additional two (2) year term option

DBE participation:

None

Other Vendors that Submitted Bids:

Beard Property Maintenance, Inc.
Premiere Building Maintenance Corp.



Contract Extension Summary Sheet for the Music City Center

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

Contracted Vendor: *Premium Floor Care Services*

Contract Value:

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 Extension: June 1, 2019 - June 1, 2021

DBE participation: Premium Floor Care Services is a Women Owned Business

Justification for Extension:
Premium Floor Care Services continues to consistently meet our needs.



Contract Extension Summary Sheet for the Music City Center

Contract Service: Uniform Rental/Laundry Services

Contracted Vendor: Cintas

Contract Value:

	Rental with cleaning	Direct Sale	Lost/Destroyed/Buyout	Upcharge
Polo Shirts	\$0.27		\$ 20.13	\$ 0.15
Work Pants pleated	\$0.21		\$ 18.09	\$ 0.15
Work Pants non pleated	\$0.21		\$ 18.09	\$ 0.15
Dress Pants Pleated	\$0.34		\$ 24.20	\$ 0.15
Dress Pants non pleated	\$0.34		\$ 24.20	\$ 0.15
Coverall Insulated	\$0.57		\$ 74.37	\$ 0.15
Coverall Non-Insulated	\$0.31		\$ 31.59	\$ 0.15
Dress Shirts	\$0.26		\$ 21.40	\$ 0.15
Blazers		\$ 157.99		
Vest		\$ 54.99		
Ties		\$ 18.99		

Term Extension: August 15, 2019 - August 15, 2021

DBE participation: None

Justification for Extension:

Cintas continues to provide what is needed.



Contract Extension Summary Sheet for the Music City Center

Contract Service: *Compensation and Benefits Analysis for the Music City Center*

Contracted Vendor: *Cushion Employer Services*

Contract Value:

Cushion Employer Services will be compensated as follows:

Cushion's fee to produce the compensation study and recommended salaries, wages, and incentive plans for Team Members (includes all work, supplies, travel, and attendance at any meeting deemed necessary)	\$29,875.00
The monthly flat fee for administration of the Customer Satisfaction Survey	\$1,067.00
The monthly flat fee for administration of the Team Member Exit Survey	\$200.00
The annual flat fee for administration for the Team Member Satisfaction Survey	\$11,100.00
The hourly fee for any other work The Authority may require	\$175.00

Term Extension: August 31, 2019 - August 31, 2021

DBE participation: 100 % Minority-Owned Business

Justification for Extension:

Cushion has continued to be a great partner in meeting our needs for surveys and reports.