

CAPITAL IMPROVEMENT BOARD OF MANAGERS
OF MARION COUNTY, INDIANA
Minutes of Meeting
Monday, September 8, 2014
Indiana Convention Center - Boardroom

A Meeting of the Capital Improvement Board of Managers of Marion County, Indiana ("Board") was held on September 8, 2014 in the Indiana Convention Center's Boardroom.

Board Members present included Ann Lathrop, David N. Shane, Brenda Myers, Jim Dora Jr., Milton O. Thompson, Jay K. Potesta, Maggie A. Lewis, Carolene Mays, Douglas R. Brown as well as Ex-Officio, Leonard Hoops.

Others in attendance included Barney Levengood, Executive Director, Megan Ornellas, CFO, W. Tobin McClamroch, General Counsel, Bingham Greenebaum Doll LLP, Don Graham, General Counsel to the Board on Construction Matters, Bingham Greenebaum Doll, Jack Woodside, Special Projects Coordinator, Robert Vane, VSI, James Wallis, Visit Indy ("VI"), Chris Gahl, VI, Daren Kingi, VI, Jerry Semler, VI, David Sease, SGA, and members of the media. A copy of the list of those who signed in upon arrival is also attached hereto.

The first agenda item was **Approval of Minutes** for the both the August 11, 2014 CIB meeting and the August 18th, 2014 CIB Meeting. Upon a motion by Mr. Dora and seconded by Mr. Thompson the Minutes for both CIB meetings were unanimously approved as presented.

Ms. Lathrop introduced Megan Ornellas who presented the Board with a **Financial Update** as per the supporting documentation, which is attached and made a part of these minutes. Ms. Ornellas informed the Board through July tax revenues are \$3.5M, or 7% over budget. Compared to the same period in 2013, tax revenues are up \$8.6M, or 19% with most of that increase due to the auto and admissions tax. Ms. Ornellas stated Operating Revenues through June are up \$1.1M, or 8% over budget. Operating Expenses through July were \$12.9M, or 21% below budget, with half of that positive variance in Repairs and Maintenance. Overall the CIB has a negative cash flow of \$5.4M for the month. This is due to almost \$8M in Bankers Life Fieldhouse costs, including the annual operational payment and sound/video licensing fee. The CIB has a year to date positive cash flow of approximately \$2.3M which is a \$16.7 positive variance from budget. Ms. Ornellas reminded the Board this variance would drop in the coming months as capital and repair projects progress. There were no further questions for Ms. Ornellas. Ms. Lathrop reminded the Board the CIB Budget would be presented to the Municipal Corporations Committee on September 11th in City County Building Room 260 at 5:30 pm if any of the Board Members were interested in attending.

Ms. Lathrop introduced Leonard Hoops who presented the **Visit Indy Update** with the Market Share Performance report and Room-Night Production documents which are attached to and made a part of these Minutes. Mr. Hoops began stating the 3rd Qtr numbers were picking up and Visit Indy was already at 112% of the YTD goal. He noted the room night figures were 150-160 room nights ahead of last years' figures at this time adding the Market Share Data has increased in all areas. Mr. Hoops emphasized with new conventions centers such as the one in Nashville, getting a good deal of attention, we need to continue to find new ways to remain relevant and competitive in the industry. Ms. Lathrop asked if there were any further questions for Mr. Hoops and there were none.

Mr. Levensgood presented the **ICCLOS Sales Report** which is attached to and made a part of these Minutes. Mr. Levensgood stated August attendance figures were not as high as we would have liked, noting it was rare Lucas Oil Stadium had a higher occupancy than the Convention Center, but he anticipated the month of September would be better. He highlighted the Gen Con attendance figures were approximately 56,000 and added the Convention Center was receiving bookings for other similar computer gaming shows as a result of this success. He also commented with the return of the NFL season and the Indianapolis Colts upcoming games he expected September and October to be blockbuster months for the building. Ms. Lathrop asked if there were any further questions for Mr. Levensgood and there were none at this time.

Mr. Levensgood then presented the **Renovation of Second Floor Vault Room** which is attached to and made a part of these Minutes. Mr. Levensgood explained the CIB published an Invitation to Bid on August 15th and 22nd for the renovation of the Vault Room located on the second floor of the Indiana Convention Center. The Bid Package requested bids on a base scope of work, along with bids for two alternates covering minor additions to the scope of the project for the CIB's consideration. Four bids were received and staff recommends that both alternates should be included in the contract award. Following review and after consultation with counsel, staff has determined that the apparent low bidder and the apparent second low bidder did not make good faith efforts to meet the MBE, WBE and VBE participation goals for the project. Staff, therefore, has determined that the two lowest bidders were not fully responsive to the requirements of the bid and should not be considered for the award of the contract. The third bid was submitted by 3D Professional Contracting, Inc., and staff has determined that its bid is both responsive and responsible. Accordingly, staff recommends that the contract for this project be awarded to 3D Professional Contracting, Inc., as the lowest responsible and responsive bidder, in the amount of \$185,550. This amount includes both 3D's base bid and its two add alternates. The form of the contract which was part of the Bid Package and which will be tendered to 3D Professional Contracting for execution was included in the Board Packet. Mr. Brown inquired if the nonresponsive bidders with regard to the MBE, WBE and VBE participation goals would be informed of the reasons and in what respects their bids were insufficient in hopes that by knowing this information the next time these companies will be able to comply. Mr. Levensgood noted by virtue of this admission into the Minutes that would be the case.

Upon a motion by Mr. Thompson and seconded by Mr. Shane the Renovation of Second Floor Vault Room was unanimously approved as presented


Mr. Levengood next presented the **Time Warner Renewal of Communication Services** to the Board, which is attached to and made a part of these Minutes. He explained this is the communication services for the ICCLOS phone system. Because this contract is greater than a one year term it needs Board approval. He added this contract was included in the QPA competitive pricing list put together by the State and would save the CIB \$1,100 a month. The total of the two year term is \$104,748 and that is the amount he requested for approval. Mr. Levengood informed the Board members Counsel and staff have reviewed the contract and recommend moving forward with approval. Pursuant to a motion by Mr. Dora and seconded by Ms. Lewis, Time Warner Renewal of Communication Services was unanimously approved by the Board.

Mr. Levengood presented the **Disposal of Obsolete Equipment** as per the attached supporting documentation, which is made a part of these Minutes. There were no questions and pursuant to a motion by Ms. Mays and a second by Mr. Shane, the Board unanimously granted approval of the write off disposal of the obsolete equipment.


The next topic on the agenda was Approval of **Claims** 536G, 535B and 535C, which Ms. Lathrop presented to the Board as per the supporting documentation, which is made a part of these Minutes. There were no questions, and upon a motion by Ms. Mays which was seconded by Mr. Brown the Claims were unanimously approved by the Board.

Ms. Lathrop asked if there were any **Other Business** to address. Mr. Levengood shared we had received two very nice letters from Brownstown High School and Danville High School after they participated in high school football games held at Lucas Oil Stadium thanking the Board for providing the facility and the opportunity to the students and emphasizing what an incredible experience it was for everyone involved.

There being no **Public Comment**, and with no further business to be conducted, the meeting was adjourned.



Ann Lathrop, President
THE CAPITAL IMPROVEMENT BOARD
OF MANAGERS
OF MARION COUNTY, INDIANA



Douglas R. Brown, Secretary
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