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**MONTGOMERY COUNTY CONVENTION FACILITIES AUTHORITY
BOARD OF DIRECTORS**

Operations Committee Meeting

June 1, 2023 | 2:30 p.m. – 3:30 p.m.

Via Electronic Means and Dayton Convention Center MCCFA Conference Room,
22 E. Fifth St., Dayton, OH 45402

AGENDA

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|------|--|-------------|
| I. | Roll Call and Call Meeting to Order | Action |
| II. | Approval of March 29, 2023 Meeting Minutes | Action |
| III. | Receive Update Regarding Renovation Project | Information |
| IV. | Receive Update Regarding Renovation Project Promotions | Information |
| V. | Other Business | Information |
| VI. | Next Meeting Date: September 7, 2023 | |
| VII. | Adjournment | Action |



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**MONTGOMERY COUNTY CONVENTION FACILITIES AUTHORITY
BOARD OF DIRECTIONS**

Operations Committee

Meeting Minutes

March 29, 2023 | 9:30 a.m. – 10:30 a.m.

Via Electronic Means and Dayton Convention Center, MCCFA Conference Room
22 E. Fifth Street, Dayton, OH 45402

Members Present: Amy Schrimpf, Chairperson (by video); Jacquie Powell; Paul Gruner; John Page; Pam Plageman.

Members Excused: Belinda Kenley (with notice).

Staff and Guests: Rebecca Caprini, JLL; Jonathan Boeckling, Messer Construction; Kelli Donahoe, ASM Global; Teri Lemman, MCCFA Executive Assistant.

I. Roll Call

Ms. Lemman called the roll. With a majority of members present, Chairperson Schrimpf called the meeting to order at 9:35 a.m. (Note: Ms. Powell arrived at 10 a.m.)

II. Approval of December 20, 2022 Meeting Minutes

The minutes of the December 20, 2022 meeting were presented. Hearing no comments or requests for changes, a motion was called.

MOTION: It was moved by Mr. Gruner, seconded by Ms. Plageman, and unanimously voted to approve the December 20, 2022 meeting minutes as presented.

III. Receive Budget Update Regarding Renovation Progress – Scope, Schedule, Budget

Mr. Boeckling presented an update on design, project scope, milestones and market conditions. Highlights included:

- Have progressed from development documents to construction documents. Anticipating completion of construction documents on May 15. At that time, they will be presented to the City of Dayton for permitting.
- Messer will then prepare the final cost GMP, and work on the package is scheduled to start in August.

- Abatement, demolition and construction in the security office, kitchen office, kitchen bathrooms, third floor ballroom restrooms, and back of exhibit hall restrooms are in progress. Estimated completion date is July 5.
- Finalized the early procurement package for the air handlers and third floor meeting rooms.
- Center core restrooms on the first, second and third floors will be completed as a second group.
- Design package #3 was completed last week.
- Third floor meeting room refresh estimated to start on May 1, but may begin abatement earlier.
- The terrace foundation work is scheduled to begin in June, with steel erected in August.
- The Gem City Ballroom restrooms and first part of flex hall renovations are scheduled to begin in January 2024.
- Escalators will be refurbished/replaced between August-December 2023.
- Construction activity indexes are trending negative after 30 months of positive growth. However, Dayton experienced a 15% increase in regional construction activity in 2022. Lumber prices went down but other items increased. Messer is budgeting .25%-.50% inflation going forward.

Ms. Caprini updated the committee on her role as Owner's Representative. She has been participating in regular calls with Ms. Plageman, GMP reviews, stakeholder meetings, and tracking issues for risk and exposure. She has been discussing ways in which she can add additional value to the project, including being the conduit and advocate for communication and coordination on behalf of the MCCFA. In particular, she said the air handler in the kitchen has been causing challenges with humidity. When working with BCE and CMTA, exhaust and air handler control issues were also discovered. She took those three issues and challenged the teams to find temporary solutions while the capital plan is being addressed.

The committee thanked Mr. Boeckling and Ms. Caprini for their updates and efforts.

IV. Retro-Commissioning Information Regarding Short- and Long-Term HVAC Solutions

Ms. Plageman has been having conversations around short-term and long-term planning for HVAC solutions. Since the MCCFA took ownership of the center, a great deal of repair work has been needed. Both ASM and BCE have provided recommendations, and Ms. Donahoe and Mr. Page provided additional background on the Air Force One quotes. With the committee's recommendation, the quotes, which represent the short-term solution, will be presented to the Board of Directors for approval at its April 6 meeting.

Ms. Donahoe said there was one operating chiller in the center when ASM assumed operations. Since that time, there have been ongoing issues with both chillers, which are end-of-life. During its inspection, BCE discovered several leaks in the condenser tubes. Ms. Plageman noted that the refrigerant leakage is a safety issue and must be addressed. Ms. Donahoe said the Air Force One quote, in the amount of \$11,250.90 will plug up to 10 tubes in both chillers. The second Air Force One quote, in the amount of \$23,511.79 is needed to flush and recharge the chillers with new refrigerant after the leaks are plugged.

Hearing no further questions from the committee, Chairperson Schrimpf requested a motion.

MOTION: Chairperson Schrimpf moved that the Air Force One quotes receive the committee's recommendation for Board of Directors approval at its April 6, 2023 meeting.

Mr. Gruner seconded, and the motion passed with unanimous support.

The long-term solution will require replacement of both chillers. ASM has received the quote for the chiller equipment from Trane and is working on the labor-installation quote from Air Force One which should be completed this week. Mr. Page said Ryan Thorpe, ASM's Regional Operations Director, has received a "phenomenal" price through GSA for both chillers. Ms. Plageman said the quote is good for 30 days and there is a 60-week lead-time from the equipment order to delivery. Given the lead-time and advantageous pricing, the committee discussed whether to recommend approval of the replacement for the Board's April 6 consideration. Ms. Plageman said a lease-option and purchase-option will be presented.

MOTION: It was moved by Mr. Gruner to recommend approval of the long-term chiller replacement quote to the Board of Directors at its April 6, 2023 meeting, contingent upon the quotes being received in time.

Mr. Page seconded, and the motion passed with unanimous support.

The committee was also informed that additional repairs may be needed on the equipment between its next repair and replacement, should the Board approve the replacement.

V. Other Business – Optional Hard Hat Tour

The committee reviewed color swatches for the paint in the VIP Room and outside the theater. It selected Tranquil Aqua.

Following adjournment, the Board will tour the renovations in progress.

VI. Consideration of Establishing Quarterly Meeting Schedule and Next Meeting Date

The committee discussed scheduling regular, quarterly meetings. It agreed to do so and asked that the meetings be held on the same day and right before the Board meeting. Ms. Lemman will prepare the schedule and send it for review.

VII. Adjournment

Hearing no further business, a motion was requested for adjournment.

MOTION: It was then moved by Chairperson Schrimpf, seconded by Mr. Gruner, and unanimously voted to adjourn at 10:12 a.m.

CERTIFICATE

/s/ Amy Schrimpf (Adobe Electronic Signature on File)

Amy Schrimpf, Chairperson, Operations Committee
Montgomery County Convention Facilities Authority