University of Nevada, Las Vegas
Campus Improvement Authority

University of Nevada, Las Vegas
4505 Maryland Parkway
Blasco Event Wing, UNLV Foundation Building
Las Vegas, NV 89154

Thursday, December 20, 2013
8:30 a.m.

The meeting of the Board members of the University of Nevada, Las Vegas (UNLV), Campus Improvement Authority was held on December 20, 2013, at the Blasco Event Wing, UNLV Foundation Building, 4505 Maryland Parkway, Las Vegas, Nevada 89154. This meeting had been properly noticed and posted in compliance with the Nevada Open Meeting Law.

Board Members
Chair Don Snyder....................via telephone Mr. Dallas Haun
Vice Chair Paul Chakmak ..........Mr. Kirk Hendrick
Secretary/Treasurer Michael Wixom Regent James Dean Leavitt
Mr. Rick Arpin .......................Mr. Sean McBurney...........via telephone
Regent Cedric Crear.................via telephone Ms. Kim Sinatra
Commissioner Chris Giunchigliani...via telephone

CALL TO ORDER
Chair Don Snyder called the meeting to order at 8:42 a.m. Chair Snyder, via telephone, asked Vice Chair Chakmak to serve as Chairman of the meeting. Vice Chair Chakmak asked Laurel Knox, Administrative Director of the UNLV Campus Improvement Authority, to call roll.

ROLL CALL OF BOARD MEMBERS
Board members acknowledged their presence. A quorum of the members was present and participating via telephone at roll call.

ITEM 1. PUBLIC COMMENT
There were no comments from the floor by the public.

ITEM 2. PRESENTATION ON STATUS OF CONTRACT PROCUREMENT FOR POSSIBLE ACTION
Vice Chair Chakmak announced that State Purchasing would be presenting information regarding the Request for Proposal (RFP) #3108 and made mention to the public information available relative to this item. He noted that the Board had the ability to go into executive closed session, at its desire, to cover confidential information that arose during the procurement process.

Kim Perondi, Nevada State Purchasing Assistant Chief Procurement Officer, presented the recommendation of the Evaluation Committee for the selection of a contractor in response to RFP #3108. Ms. Perondi introduced herself as the sole point of contact for RFP #3108 and noted that the RFP process was facilitated under NRS 333, determined by the Attorney General’s (AG’s) office.

Ms. Perondi discussed the details of the procurement process facilitated under NRS 333. The process included an RFP that went out to the public with a response deadline, in which there were nine (9) responses. An Evaluation Committee, comprised of five (5) people, each representing different areas; two (2) of which were UNLV Campus improvement Authority Board (CIAB) members; reviewed and scored the proposals. Ms. Perondi explained that scoring was
based on predetermined evaluation criteria used by the Evaluation Committee that included; the demonstrated confidence and experience, conformance with the terms of the RFP, expertise in availability of key personnel, financial stability, and cost. The three (3) determined finalist were asked to give a presentation to the Evaluation Committee for further consideration. The highest scoring proposal, and therefore selected vendor, was then determined. Ms. Peroni noted that under NRS 333 the proposals were maintained confidential while under evaluation and through the negotiation process.

Ms. Peroni stated that the recommendation of the Evaluation Committee was to contract with Convention Sports & Leisure (CSL). The second rate vendor was JMI Sports LLC (JMI).

Member Crear asked if the information regarding evaluators, cost analysis, and other was distributed to the Board members to which Vice Chair Chakmak answered that it was sent via email to all Board members prior to the meeting.

Member Giunchiglani asked Ms. Peroni to reconfirm that CSL was the first ranked vendor and JMI was the second to which Ms. Peroni confirmed. Member Giunchiglani inquired about CSL’s experience in Las Vegas to which Member Hendrick, member of the Evaluation Committee, answered that he believed CSL had worked with MGM and had done work on the mega event center. Gerry Bomotti, Sr. Vice President for Business and Finance for UNLV and member of the Evaluation Committee, explained that CSL indicated that they had experience with the Las Vegas Convention and Visitors Authority (LVCVA), executed the 2006 evaluation of arenas in Las Vegas that he believed was commissioned by Clark County and the City of Las Vegas, and were involved in discussions relating to the mega event center with Majestic Realty Company (Majestic). Member Giunchiglani asked if the ranking of the vendors was focused on marketed analysis and financial analysis versus construction to which Secretary/Treasurer Wixom, member of the Evaluation Committee, explained that the Evaluation Committee’s focus, in regards to scoring, was on financial analysis and market analysis.

Member Leavitt asked Ms. Peroni to clarify if the chosen vendor was Convention Leisure & Sports International or if it was a typographical error on the provided documents to the Board. Ms. Peroni clarified that the vendor was Convention Sports & Leisure (CSL) and that it was a typo on one of the handouts provided.

Vice Chair Chakmak asked if CSL’s involvement with a mega event center and Majestic would limit their ability on scope to which Ms. Peroni assured the Board that there was no conflict with NRS 333 and that the Evaluation Committee clearly focused on CSL’s previous experience during the evaluation criteria. (Note: After the 12/20/13 CIAB meeting and during contract negotiations with CSL, Gerry Bomotti asked this same question and was assured by CSL that while they had some discussions with Majestic, they were never under contract with Majestic and never performed any work for Majestic on the mega event center project.)

Chair Snyder recognized the presence of Jeff Menicucci, Deputy Attorney General, via telephone.

Secretary/Treasurer Wixom clarified for the record that all of the interested vendors agreed to participate in Tier I and Tier II reporting voluntarily and it was made a condition of all contractual agreements. Member Giunchiglani requested clarification of Tier I and Tier II regulations to which Mr. Bomotti explained the federal reporting requirements for vendors that meet specific criteria relating to women owned companies, veteran owned, minority owned businesses, and the like. He clarified that it was common in the public sector to require vendors to report these activities relative to Tier I, the main contractor, and Tier II, the subcontractors. Chair Snyder added that CSL agreed to provide Tier I and Tier II reporting although it generally applied to contracts in excess of $1 million dollars.
Member Arpin inquired about CSL’s plan for a potential architectural consultant. Member Hendrick explained that CSL’s bid of $215,000, plus expenses, allowed for additions such as market analysis, financial analysis, or architectural consulting. Chair Snyder asked if there was a not-to-exceed clause in the contract with CSL to which Member Hendrick answered the not-to-exceed maximum amount was $325,000. Mr. Bomotti added CSL expected to use their relationships with architects and contractors that have experience in Las Vegas to assist with the analysis.

Member Giunchigliani asked if the vendors recognized that the project was no longer a mega event center, but more collegiate based. Secretary/Treasurer Wixom answered that all applicants had a clear understanding of that fact. Member Hendrick added that the Evaluation Committee did not focus on the lowest bid, but on the applicants’ abilities to perform given tasks in a timely manner.

Member Crear and Chair Snyder stated that their concerns about the process were put to ease after the Evaluation Committee members were disclosed.

Member Leavitt thanked Member Hendrick and Secretary/Treasurer Wixom for serving on the Evaluation Committee and asked for their general thoughts on the matter. Member Hendrick answered that he felt all nine (9) applicants were very good and he felt confident that CSL, with their experience, would be able to meet deadlines. Secretary/Treasurer Wixom agreed that the pool of applicants was very strong and that he was very comfortable with CSL because of their experience with Las Vegas and stadiums. He mentioned that the process was very educational for him personally. Chair Snyder commented that he felt the response to the RFP was from well-known and qualified firms and that the process seemed to have worked incredibly well. Member Arpin voiced his support for the Evaluation Committee’s selection of CSL and noted CSL’s connections with Legends Group giving CSL significant experience dealing with funding. Member Giunchigliani stated that she felt more comfortable with CSL than JMI.

Ms. Perondi noted that if the Board approved the Evaluation Committee's recommendations to negotiate with CSL then the finalized contract would be presented to the Board of Examiners for approval on January 14, 2014, which meant that the contract would need to be negotiated and signed as soon as possible. Member Hendrick suggested that as a part of the motion, the actual negotiation and finalizing of the contract should have a deadline date and if it is not executed by that date then the number two (2) candidate should be considered. Mr. Bomotti said that the State Budget Office announced the deadline as December 27, 2013, to ensure that the contract would be presented before the Board of Examiners on January 14, 2014. Vice Chair Chakmak noted that time is of the essence for Chair Snyder to work with the State to reach mutually agreeable terms under the contract.

Member Hendrick asked if the deadline for negotiations of the contract was too aggressive to be presented to the Board of Examiners on January 14, 2014. Ms. Perondi answered that the Board of Examiners would meet the second Tuesday of every month, their deadline is typically 30 days prior, and that the Board of Examiners had already made accommodations for this particular item to be included in the January 14, 2014, Board of Examiners meeting. Member Hendrick asked Chair Snyder if he was available to negotiate the contract to meet the aggressive timeline to which Chair Snyder confirmed that he was. Vice Chair Chakmak clarified that a draft form of the contract had been provided during the RFP process.

Member Giunchigliani questioned the posting policy of the Board of Examiners in regards to withdrawing items. Jeff Manicucci, Deputy Attorney General, answered that items could be withdrawn and a special meeting could be called if necessary. Member Giunchigliani suggested that they request an agenda item and include the formalized contract after posting. Chair Snyder reinforced that he felt deadlines for executing the contract could be met, but that the CIAB did have the ability to reach out to the Board of Examiners and ask for special
consideration.

Member Leavitt said that he felt it would be helpful for the next step of the process to have an all-inclusive plan that would not exceed the statute and would be useful for the legislature to market the product after the CIAB had completed its term. Don Snyder answered that it was important to have a good sense of scale and scope for this project and that visioning discussions would need to take place in order to prepare for the selection of an architectural firm and the final recommendation to the legislature.

Vice Chair Chakmak announced that the Board had the ability to go into executive closed session to hear any confidential information that was brought forth during the evaluation process. Member Hendrick stated that he felt it was unnecessary to go into executive closed session, as he did not feel there was any confidential information that needed to be discussed. Chair Snyder agreed. Member Sinatra asked if there was anything that would give hesitation with respect to either CSL or JMI and the scope of work that they had been asked to do. Member Hendrick and Secretary/Treasurer Wixom answered that they did not have any reservations. Member Sinatra agreed that executive closed session was unnecessary.

Member Leavitt inquired about what conditions would be cause for re-contracting with JMI if CSL was unable to meet deadlines. Ms. Perondi answered that there were three (3) options for termination of the contract; without cause, breach, or default. Mr. Bonotti explained that in most contracts a schedule for payments was contracted and fulfilled based on deliverables and if those deliverables were not met then certain repercussions existed. Chair Snyder noted the importance of a timeline.

Vice Chair Chakmak asked Member Hendrick if he wanted to retract his previous amendment to the original motion regarding deadline to which Member Hendrick answered that he did.

Laurel Knox, Administrative Director for the UNLV Campus Improvement Authority, read the draft resolution for the contract for consulting services in response to RFP #3108.

Member Giunchigliani suggested a delegation of authority in the case Chair Snyder is unable to execute the contract by the specified deadline. Mr. Menicucci commented that he did not have any objection to that. Vice Chair Chakmak asked the Board of their comfort level on the delegation of authority to which Chair Snyder and Member Sinatra answered that they agreed with the amendment to the motion. Chair Snyder suggested the negotiations of the contract be performed by “Don Snyder or in his absence, Vice Chair Chakmak.” Member Hendrick asked Mr. Menicucci if it would be feasible to add the phrase “in a timely manner” to the resolution to ensure that the process would not take longer than appropriated. Mr. Menicucci answered that he did not have any objection.

Chair Snyder thanked Kim Perondi, Jeff Menicucci, State Purchasing, and the Evaluation Committee for the work performed throughout the process.

Member Chris Giunchigliani motioned, seconded by Member Dallas Haun, and it was carried by unanimous vote of the voting members present including: Chair Don Snyder via telephone, Member Cedric Crear via telephone, Member Chris Giunchigliani via telephone, and Member Sean McBurney via telephone; to accept and adopt the recommendation of the Evaluation Committee to negotiate a contract with CSL International for CIAB consulting services as the first ranked vendor, and, if a contract cannot be successfully negotiated with CSL International IN A TIMELY MANNER, to work with the next highest rated vendor to negotiate a contract for CIAB consulting services. If a contract cannot be successfully negotiated with either CSL International or JMI Sports IN A TIMELY MANNER, no contract is authorized. It was further moved that the CIAB delegates to Chairman Don Snyder OR IN HIS ABSENCE, VICE CHAIR PAUL CHAKMAK
the authority to work with State Purchasing to negotiate, approve and execute on behalf of the Board a contract in accordance with this resolution- for a maximum contract amount not to exceed $325,000.

ITEM 3. PUBLIC COMMENT
There were no comments from the floor by the public.

ITEM 4. ADJOURNMENT
Member Kim Sinatra motioned, seconded by Member Dallas Haun, and Vice Chair Chakmak adjourned the meeting at 9:31 a.m.

Respectfully submitted,

Laurel Knox
Administrative Director
UNLV Campus Improvement Authority

Date Approved: January 9, 2014

Donald D. Snyder
Chair
UNLV Campus Improvement Authority