University of Nevada, Las Vegas
Campus Improvement Authority

University of Nevada, Las Vegas
4505 Maryland Parkway
Fred Gibson Conference Room
UNLV Foundations Building
Las Vegas, NV 89154

Wednesday, October 16, 2013

The meeting of the working group board members of the University of Nevada, Las Vegas (UNLV), Campus Improvement Authority was held on October 16, 2013, at the Fred Gibson Conference Room in the UNLV Foundations Building located at 4505 Maryland Parkway, Las Vegas, Nevada 89154. This meeting had been properly noticed and posted in compliance with the Nevada Open Meeting Law.

Working Group Board Members
Mr. Rick Arpin
Mr. Paul Chakmak
Mr. Donald Snyder
Regent Michael Wixom

CALL TO ORDER
Don Snyder called the meeting to order at 2:06 p.m. He recognized Rose Marie Reynolds, Deputy Attorney General, Luke Puschnig, Counsel for the LVCVA and John Midby, member of the Development Authority Board.

ROLL CALL OF BOARD MEMBERS
All members were present at roll call.

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

ITEM 2. WORK SESSION FOR POSSIBLE ACTION
To discuss the schedule and project plan necessary to meet the legislative requirements and which consultants and/or vendors may be needed to be hired in order to complete the work of the Authority.

Gerry Bomotti, Sr. VP of Business and Finance at UNLV, informed the working group of the process to determine what outside help/vendors are needed to progress the project. Generally, public process is a longer process in order to allow vendors the time to submit proposals. He stated that once proposals are received, it is a two-step process; 1) review proposals, and 2) make recommendations to the board. Mr. Bomotti highlighted that he was discussing UNLV public process policies and procedures, and he noted the Authority would be advised by the AG’s office as to final public procurement requirements for the Authority Board, which may be the same or differ from what UNLV does.

Member Rick Arpin asked if the Board can hire one person or company to have oversight responsibilities of the project and of the vendors who work on the project. Chair Snyder suggested that there are two different approaches to consider: either a “piecemeal” or a “holistic” approach. Following discussion with the members, Chair Snyder indicated that the
holistic approach seemed to be the most appropriate. The person hired to manage the overall project will manage the feasibility study(s), the economic impact study(s) and coordinate the vendors. Mr. Bomotti agreed and informed the group that they must create a fair and logical evaluation process to select an oversight manager; the deciding members must score and rate each solicitation proposal using the same pre-determined criteria. The deciding members are to be determined by the CIAB.

Mr. Bomotti informed the group that a solicitation is considered public if the amount exceeds $75k and, at that point, an RFP is required (with the caveat that this is the UNLV policy and the AG’s office will have to advise the Authority on any different requirements that they advise for them).

Chair Snyder posed the question of whether or not an architect is needed at this pre-development phase. Member Rick Arpin argued yes, it is necessary. In order to create a cost estimate and a feasibility study, we must know certain architectural elements, for instance; will the stadium have a roof or not?

Vice Chair Paul Chakmak inquired as to the status of the proposed location of the stadium, which is the NW corner of campus. He asked if the FAA approves of the site. Capitol Air Space has been engaged by UNLV to continue their work with the FAA and the Airport on determining the final feasibility of the location for a stadium. It was also noted that as part of previous work, a preliminary soil study (limited core borings) was done in the assumed area for the Stadium.

Member Michael Wixom asked if it is possible to create an RFP Agreement which could be shared with the full Authority Board during the next or near future meeting. His intent was to have a completed document to share with the entire Board at the November 7 board meeting. Mr. Bomotti advised that he previously drafted an RFP and will share it with the members of the working group for their suggestions/edits and then submit it to the Attorney General’s office for review and approval.

Chair Snyder informed the group that a number of consultants who have previously worked on the project will give presentations at the October 31 Board meeting. In addition, a few community leaders will also present to the board. Following the presentations, the presenters will form a panel in order to address concerns and questions from the Board. Member Michael Wixom requested that the presentations be objective; he does not want to be “sold,” he simply wants the facts.

Chair Snyder suggested that an action item be added to the October 31 Board meeting agenda requesting that the Board delegate authority to the Working Group to create, distribute and evaluate an RFP and recommend a successful vendor to the Authority for final approval.

ITEM 12. PUBLIC COMMENT
There were no comments from the floor by the public.
ITEM 13. **ADJOURNMENT**

Chair Snyder adjourned the meeting at 3:41 p.m.

Respectfully submitted,

Date Approved: **November 7, 2013**

Donald D. Snyder, Chair
UNLV Campus Improvement Authority Working Group