

**THE PORT OF GREATER CINCINNATI DEVELOPMENT AUTHORITY
BOARD MEETING MINUTES**

Thursday, July 20, 2004

7:30 AM at the Port Authority Offices

I. CALL TO ORDER

Jack Rouse called the July special meeting of the Port of Greater Cincinnati Development Authority Board of Directors to order at 7:35 A.M.

II. BOARD MEMBERS PRESENT

Bailey, Clifford
Budig, Otto
George, Louis
Hale, Joe
Hull, Betty
Humes, Tom
JioDucci, JJ Johnson
Kearney, Eric
Kull, Ron
Love, Steve
Muller, Paul
Otto, Charlotte
Rouse, Jack
Siebenburgen, Dave
Vehr, Nick

EXCUSED:

Reid, Janet
Zimmer, Joe

STAFF:

Cheney, Mike
Satzger, Kim

GUESTS:

Norman, Mark	Vorys, Sater, Seymour & Pease
Reindel, Ken	SRW Environmental Services, Inc.
Williams, John J.	Gonzalez, Saggio & Harlan

III. APPROVAL OF MINUTES

No minutes were approved at this special meeting of the Port Authority Board of Directors.

IV. BROWNFIELD PROJECT UPDATE

Kim Satzger explained that the Board had approved a resolution supporting an environmental services agreement between the Port Authority and URS Consultants for the 400 Pike Street (Polk Building) project at its June board meeting. Local representatives of URS approved the form of agreement prior to the June Board meeting. However, after the board meeting, the approved environmental services agreement was forwarded to URS' corporate headquarters for review by its corporate attorneys. The corporate attorneys would not approve the Port Authority's standard form of agreement for the Clean Ohio Fund program. The Port Authority's Clean Ohio Fund

agreement flows through the Clean Ohio Program obligations to the environmental consulting firm. URS found the requirements onerous.

Park Place at Lytle is the developer for Polk Building project. The Port Authority entered into an agreement with Park Place at Lytle LLC to act, in essence, as the general contractor for the project. Miller Valentine Group, Inc. provided a guarantee to the Port Authority for that agreement. After URS withdrew as the environmental engineering firm, Miller Valentine recommended that bids be issued for both an environmental engineering firm (Voluntary Action Program Certified Professional) as well as the environmental services firms that would perform the asbestos abatement and interior demolition.

Miller Valentine issued the bid documents and received bids from several subcontractors within the areas mentioned above. Miller Valentine recommends that SRW be selected as the environmental engineering firm (Certified Professional) due to the fact that the bid came in below the Clean Ohio Assistance Fund (COAF) approved budget, they agreed to the Port Authority's contract terms, they are capable of meeting the project schedule, and they will utilize 8% Minority Business Enterprise (MBE) & 92% Small Business Enterprise (SBE). Further, Miller Valentine recommends that American Services Group, Inc. be selected as the abatement and interior demolition subcontractor for the project. American Services Group due to the fact that they quoted a price that is below the COAF approved budget, they have a large work crew that will enable them to expedite the project schedule, and they will utilize 25% MBE participation to complete a portion of the demolition work. According to our contract with Park Place at Lytle LLC as the developer at the site, Park Place at Lytle LLC is required to submit the bid tabulations to the Port Authority for its review and approval.

Steve Love said that economic inclusion is important to the Port Authority. Mr. Love said that he reviewed the bid tabulations. When he combined the bid tabulations for the entire project the average for economic inclusion is 21%.

Mr. Ken Reidel of SRW said that it was difficult to find an MBE firm with the required certification to perform asbestos abatement work. They contacted 35 firms to attempt to find a firm with the state certifications to work on the job. Mr. Reidel said that he thinks that what holds companies back is the \$5,000 cost to get certified. In addition, there is a cost for maintaining that certification.

Steve Love said that he wanted to complement Mr. Reidel and those at SRW for their efforts to meet the economic inclusion policy of the Port Authority.

Tom Humes wonders if we can consider if we could find firms and grant \$5,000 to get certified. This way the Port Authority could be proactive.

Otto Budig said that this is a good idea but until the Port Authority's operational commitment from the City of Cincinnati and Hamilton County are secured, the Port Authority is not in a position to provide grants.

Mark Norman said that environmental engineering firms (Certified Professionals) may be a better investment for grant funds from the Port Authority. Although the Port Authority, through a grant from the Clean Ohio Assistance Fund, is performing asbestos abatement on the Polk Building project, this is not an activity that will take place on each Clean Ohio Fund project. However, every project will require an environmental engineering firm (Certified Professional).

Nick Vehr said that local construction firms worked to increase supplier/contractor diversity by working proactively to identify MBE and WBE firms to work with and mentor. Perhaps

environmental firms could go out and try to find MBW and WBE environmental firms with which they could partner.

Mark Norman said that the primary source for technical skills locally is the University of Cincinnati. Perhaps the University would be a good resource for the Port Authority in terms of environmental engineering services.

Nick Vehr asked about the organizational support for the Port Authority from either the County or City.

Jack Rouse said the Port Authority has not received its pledged 2004 operational support from either the City of Cincinnati or Hamilton County. However, that the Port Authority is working with Hamilton County to draft an agreement which will enable the Port Authority to receive its support from the County.

Otto Budig asked where the finances of the Port Authority stood.

Mike Cheney said that he is working through bringing the finances in house. He said that today he is picking up the last batch of records from the Port Authority's accountant.

Charolotte Otto said that she knows that the Port Authority hopes to be initiating the search for an Economic Inclusion Director in the near future. Perhaps the Port Authority may want to get an executive on loan before we make the commitment to an economic inclusion director.

Ms. Satzger asked the Board of the Port Authority to adopt a resolution enabling the Port Authority to enter into an agreement with the environmental consulting firm, SRW Environmental Services, Inc. This firm was selected by Miller Valentine as a result of a request for proposal process; and then recommended by Miller Valentine to the Port Authority to perform the Certified Professional (CP) work at the 400 Pike Street project site. This oversight is required by the Clean Ohio Fund Program. The Clean Ohio Fund program is providing the funds for this oversight through a grant to the Port Authority.

MOTION: Steve Love moved to adopt the Resolution in support of the environmental services agreement between the Port Authority and SRW Environmental Services, Inc. Nick Vehr seconded the motion. The motion was passed unanimously.

VII. ADJOURNMENT

MOTION: Otto Budig made a motion to adjourn the meeting at 8:00 A.M. Steve Love seconded the motion. The motion carried unanimously.

Respectfully,

Kim Satzger
Secretary