

Approved 10/4/23

**BOARD OF DIRECTORS MEETING  
NEW YORK CONVENTION CENTER OPERATING CORP.**

655 West 34<sup>th</sup> Street  
New York, NY 10001-1188

**MINUTES**

**MEMBERS PRESENT:**

Lee H. Perlman, Chairman  
Joseph F. Chan – Webex  
Fred W. Dixon  
Ronald Goldstock  
Richard N. Gottfried  
Steven C. Koppel – Webex  
Gary Lavine  
Andrew Murstein - Webex  
Joseph Spinnato

**ABSENT:**

Quenia Abreu  
Hugh L. Carey II  
Christine Ferer  
Brian O'Dwyer

**OTHERS PRESENT:**

**STAFF:**

Alan E. Steel, CEO  
Bradley A. Siciliano, President  
Doreen Guerin, SVP, Sales & Marketing  
Mark S. Sims, SVP & CFO  
Christine McMahon, SVP, Labor Relations and Show Operations  
Sonia Low, VP, General Counsel and Corporate Secretary  
Timothy Gaburungyi, SVP & CIO  
Kenneth Dixon, SVP of Security & Safety Solutions  
Shane Beardsley, VP Guest Experiences  
Melissa Kanen, Paralegal  
Richard Mangino, Controller and Treasurer

**GUESTS/VISITORS:**

Douglas E. Zimmerman, EFPR Group  
Brian D. Sawma, EFPR Group

**DATE:**

**June 21, 2023**

**Time:**

**1:00 p.m.**

**Location:**

**Large Conference Room  
and Audio/Video Webex**

<p><b>Call to Order</b></p>	<p>The meeting of the Board of Directors for the New York Convention Center Operating Corporation (CCOC) was called to order at 1:00 p.m. A quorum was present. The meeting was presided over by Lee H. Perlman, Chairman.</p>
<p><b>Agenda</b></p>	<p><b>Discussion</b></p>
<p><b>I.</b> <b>Introduction by the Chairman</b></p>	<p><b><u>Introduction by NYCCOC Chair Lee H. Perlman</u></b></p> <p>Mr. Perlman introduced Mr. Richard N. Gottfried, the newest board member. Mr. Gottfried was noted for his long and distinguished service at the New York State Assembly.</p> <p><b><u>Approval of the Minutes of April 12, 2023 (Attachment 23-28)</u></b> A motion was made and seconded to approve the minutes of the Board of Directors meeting held on April 12, 2023. The following resolution passed by unanimous vote:</p> <p><b><u>Resolution No. 1571</u></b> <b>NOW THEREFORE BE IT RESOLVED</b> that the minutes of the Board of Directors meeting held on April 12, 2023, are hereby approved.</p> <p>Before proceeding further, Mr. Perlman asked the Members whether anyone had any potential conflict of interest with respect to any of the items on the agenda and requested that they make an appropriate disclosure on the record and the individual with such conflict would recuse themselves from any discussion or vote with regard to such item or items. No Member having indicated such a potential conflict, the meeting proceeded.</p>
<p><b>II.</b> <b>Corporate Matters</b></p>	<p><b><u>Review and Approval of the Financial Statements for the Fiscal Year Ended March 31, 2023 (Attachment 23-29)</u></b></p> <p>To present the March 31, 2023 financial statements for review and approval, Sonia Low introduced Douglas E. Zimmerman and Brian D. Sawma of the EFPR Group, the Corporation’s external auditors, to speak about them and to respond to any questions that the Members might have on the financial statements. Mr. Zimmerman reported that they had met with the Audit and Finance Committees immediately preceding the Board Meeting to review the audited financial statements for the fiscal year ended March 31, 2023. These financial statements are being submitted to the Members for approval. Mr. Zimmerman indicated that they did not identify any deviations from plan or conduct of plan and would issue an unqualified audit opinion. Mr. Zimmerman noted that there was a high level of cooperation by management with the audit team to provide the necessary information. Mr. Zimmerman indicated that the Audit and Finance Committee members questioned EFPR Group extensively throughout the meeting and in an executive session.</p> <p>A motion was made and seconded to approve the Corporation’s Financial Statements for the fiscal year ended March 31, 2023. The following resolution passed by unanimous vote:</p>

<p><b>II. Corporate Matters (continued)</b></p>	<p><b><u>Resolution No. 1572</u></b> <b>NOW THEREFORE BE IT RESOLVED</b> that the New York Convention Center Operating Corporation’s Financial Statements for the fiscal year ended March 31, 2023 are hereby approved.</p> <p><b><u>CEO’s Report (Attachment 23-30)</u></b> Mr. Steel welcomed Mr. Gottfried to the Board. He noted that Mr. Gottfried was the sponsor of the original bill which created NYCCOC/Javits Convention Center. Mr. Steel next discussed the state of events operations. He reported that customers remain cautious although there is an evident increase in leads related to corporate events, including conferences and receptions. The Javits Center is also seeing an increase in interest for broadcasting events, such as Disney Upfront. There is increasingly more interest by other groups, such as the Tony Awards Production Group, because the Javits Center has demonstrated that it can be an effective venue for broadcast events. The "Holiday Package" is also generating interest for holiday events to be booked. In general, business-to-business trade shows are not yet fully back but continue to approach their pre-pandemic levels of activity. It is likely that by the end of fiscal year 2025, half of the Javits Center’s event activity will be comprised of corporate and special events, which is an anticipated shift following the addition of the Javits North space. A diversified client base is critical for the Javits Center’s future success.</p> <p>Mr. Steel proceeded to follow up on the Javits Center’s 3-year strategic plan, which was last produced in 2021. He stated that the strategic plan will be presented at the next Board Meeting. Mr. Steel then provided a recap of the 2021 strategic plan. The key challenges of the plan included:</p> <ul style="list-style-type: none"><li>• the opening of the expanded Javits Center;</li><li>• capital requirements from the New York Convention Center Development Corporation to maintain the Javits Center’s current investment plan;</li><li>• the changing midtown environment which has impacted the way the Javits Center’s business performs;</li><li>• market pressures and expanding our current customer list;</li><li>• succession planning and human capital investment which was impacted by COVID-19.</li></ul> <p>The focus points in the plan are on the following areas:</p> <ul style="list-style-type: none"><li>○ Customers</li><li>○ Employees</li><li>○ Operational efficiencies</li><li>○ Financial performance</li></ul>
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<p><b>II. Corporate Matters (continued)</b></p>	<p>There was a general Board discussion that followed about the Javits Center’s business.</p> <p>Mr. Steel reported that the following recent events were held at the Javits Center:</p> <ul style="list-style-type: none"><li>• New York International Auto Show</li><li>• Suppliers Day</li><li>• Salesforce World Tour</li><li>• Fintech Nexus</li><li>• Robin Hood Foundation Gala</li><li>• Disney Upfront</li><li>• GHNYA Meeting and Reception</li><li>• Nice Interactions/Actimize</li><li>• Celonis World Tour</li></ul> <p>Mr. Steel also reported that last week, Governor Hochul served as the keynote speaker at the first-ever New York State Summit on Youth Mental Health held in North Javits. More than 1,000 guests, including national mental health experts, youth advocates and providers, parents and caregivers, law enforcement specialists and educators were in attendance. Governor Hochul stated that the event will be held annually, and that they have received inquiries from other state agencies to hold events on this topic at the Javits Center.</p> <p>Next, Mr. Steel stated that in 2014, the NYC Audubon Society identified 11 bird species on the Javits Center’s 6.75-acre green roof. Earlier this month, the NYC Audubon Society identified the 52<sup>nd</sup> bird species on our green roof – a red-winged blackbird. Bird activity on the Javits Center rooftop will be featured in a new National Geographic’s Extraordinary Birder series with Chris Cooper.</p> <p>Mr. Steel noted that new sustainable business cards are now in use by key staff members. The business cards are equipped with a QR code, and allow users to scan the code, view digital profiles and import contact information directly into their cell phones. The new cards reduce the overall cost of paper business cards and are in line with the Javits Center’s sustainability goals.</p> <p>Mr. Steel informed the Board that the Javits Center is introducing a new “lunch and learn” event series designed to generate new interest in our roof-to-table program and one-acre rooftop farm. The event series targets new audiences and corporate clients with an interest in sustainability. Registration is available online to the general public. The cost is \$75 per person for a tour with lunch in the Pavilion kitchen with no impact to the event space. The tours are scheduled on Thursdays at 11 a.m.</p>
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<p><b>II. Corporate Matters (continued)</b></p>	<p>in July and August. Last week, Blackrock employees visited and toured the rooftop, and then met with the Executive Chef and Sustainability Team afterwards.</p> <p>Regarding employee relations, Mr. Steel reported that the Korn Ferry salary review has been completed. In addition, the management team resumed employee performance reviews utilizing a new software called Trakstar. All supervisors and managers are currently completing their employee reviews for 2022.</p> <p>Mr. Steel next informed the Board that more than 30 Javits Center employees participated for the first time in the JP Morgan Corporate Challenge run earlier this month. The Corporate Challenge is the world’s largest corporate running event with over a quarter of a million people participating worldwide in 15 different locations. In New York City, it is a 3.5 mile run which takes place annually in Central Park. This was a great opportunity to put the Javits Center brand out there in NYC and help support the shaping of the Center’s image.</p> <p>Mr. Steel then reported that the expanded Lego Model was returned recently to be re-installed in the Crystal Palace. The Lego Model was designed by artist Sean Kenney and serves as part of the Javits Center’s tour program. It is comprised of 179,470 bricks and required 815 hours to construct in order to add the expansion space to the model.</p> <p>Mr. Steel provided an update on the Javits Juniors Scholarship Program which continues to offer college scholarships this year. The Javits Center provided one student from the Urban Assembly School of Design and Construction and one from the High School of Fashion Industries with \$10,000 scholarships. The winning students competed in an essay competition with fellow high school seniors, and this year’s funds were donated by the Marian B. and Jacob K. Javits Foundation.</p> <p><b><u>Executive Session</u></b></p> <p>Ms. Low advised the Members and attendees that the Board Members would go into an executive session relating to a public safety matter and a personnel matter as proscribed by the Open Meetings Law. A motion was made and seconded. The following resolution passed by unanimous vote:</p> <p><b><u>Resolution No. 157X</u></b></p> <p><b>NOW THEREFORE BE IT RESOLVED</b> that the Board Members will conduct an executive session pursuant to Public Officers Law §105.</p> <p>The meeting returned to open session. It was noted that the Members did not vote on anything in the executive session.</p>
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<p><b>III. Committee Reports</b></p>	<p><b><u>A. Audit &amp; Finance Committees – Ronald Goldstock and Gary Lavine, Committee Chairmen</u></b>  It was reported that the Audit and Finance Committees met immediately prior to the Board Meeting today via telephone and in person, and on June 13, 2023 via telephone. Mr. Sims introduced a series of items for the Members’ consideration.</p> <p><b><u>OPEB Resolution for Review and Approval:</u></b></p> <p><b><u>Restriction of funds for OPEB Liability (Attachment 23-31)</u></b>  Mr. Sims requested a resolution restricting sufficient assets to cover the Fiscal Year 2023 OPEB (Other Post Employment Benefit) Liability. In 2022, a resolution for \$43,255,000 was approved. For 2023, the Javits Center management team is seeking approval of \$29,635,000. This represents a decrease of \$13,620,000. A motion was made and seconded. The following resolution passed by unanimous vote:</p> <p><b><u>Resolution No. 1573</u></b>  <b>NOW THEREFORE BE IT RESOLVED</b> that the Board of Directors authorizes the Corporation to set aside sufficient assets to cover the Fiscal Year 2023 OPEB liability of \$29,635,000.</p> <p><b><u>Financial Report</u></b></p> <p><b><u>Authorization of Signatories for NYCCOC (Attachments 23-32 through 23-35)</u></b>  Mr. Sims explained that the Board needed to pass a number of resolutions relating to signing authority for certain categories of payments in accordance with §2569 of the Public Authorities Law.</p> <p>A motion was made and seconded. The following motion was passed by unanimous vote:</p> <p><b><u>Resolution No. 1574 (Attachment 23-32)</u></b>  <b>NOW THEREFORE BE IT RESOLVED</b> that the following individuals are authorized signatories for Warrants for the purpose of requisitioning checks, wire transfers and transfers of monies in the name of the Corporation in accordance with §2569 of the Public Authorities Law, in accordance with the New York Convention Center Operating Corporation Warrant Procedures.</p> <p>Alan Steel –Chief Executive Officer  Mark S. Sims – Senior Vice President &amp; Chief Financial Officer  Doreen Guerin – Senior Vice President Sales &amp; Marketing</p>
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<p><b>III. Committee Reports (continued)</b></p>	<p>Richard Mangino – Controller</p> <p>A motion was made and seconded. The following motion was passed by unanimous vote:</p> <p><b><u>Resolution No. 1575 (Attachment 23-33)</u></b></p> <p><b>NOW THEREFORE BE IT RESOLVED</b> that the following individuals are authorized signatories for Manual Payroll Checks drawn on a payroll account maintained on the Corporation’s behalf at J.P. Morgan Chase Bank in accordance with §2569 of the Public Authorities Law.</p> <p>Alan Steel –Chief Executive Officer  Mark S. Sims – Senior Vice President &amp; Chief Financial Officer  Doreen Guerin – Senior Vice President Sales &amp; Marketing  Christine McMahon – Senior Vice President Labor Solutions &amp; Show Operations  Richard Mangino – Controller</p> <p>A motion was made and seconded. The following motion was passed by unanimous vote:</p> <p><b><u>Resolution No. 1576 (Attachment 23-34)</u></b></p> <p><b>NOW THEREFORE BE IT RESOLVED</b> that effective as of this date the following are authorized signatories for the Corporation’s Flex Spending Account maintained on the Corporation’s behalf at J.P. Morgan Chase Bank in accordance with §2569 of the Public Authorities Law.</p> <p>Mark S. Sims – Senior Vice President &amp; Chief Financial Officer  Doreen Guerin – Senior Vice President Sales &amp; Marketing  Richard Mangino – Controller</p> <p>A motion was made and seconded. The following motion was passed by unanimous vote:</p> <p><b><u>Resolution No. 1577 (Attachment 23-35)</u></b></p> <p><b>NOW THEREFORE BE IT RESOLVED</b> that effective as of this date the following are the authorized signatories for the Corporation’s Retirement Escrow Account maintained on the Corporation’s behalf at J.P. Morgan Chase Bank in accordance with §2569 of the Public Authorities Law.</p> <p>Mark S. Sims – Senior Vice President &amp; Chief Financial Officer</p>
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<p><b>III. Committee Reports (continued)</b></p>	<p>Doreen Guerin – Senior Vice President Sales &amp; Marketing Richard Mangino – Controller</p> <p><b><u>Approval of Procurement Guidelines (Attachment 23-36)</u></b> Mr. Sims presented the Corporation’s Procurement Guidelines for the required annual review and approval. No changes were reported from the prior year. A motion was made and seconded.</p> <p>The following resolution passed by unanimous vote:</p> <p><b><u>Resolution No. 1578</u></b></p> <p><b>NOW THEREFORE BE IT RESOLVED</b> that the Procurement Guidelines are hereby approved without changes.</p> <p><b><u>Review and Approval of Property Disposal Policy (Attachment 23-37)</u></b> Mr. Sims presented the Corporation’s Disposition of Property Process Policy for the required annual review and approval. No changes were reported from the prior year. A motion was made and seconded. The following resolution passed by unanimous vote:</p> <p><b><u>Resolution No. 1579</u></b></p> <p><b>NOW THEREFORE BE IT RESOLVED</b> that the Disposition of Property Process Policy is hereby approved without changes.</p> <p><b><u>Review and Approval of Investment Policy (Attachment 23-38)</u></b> Mr. Sims presented the Corporation’s Investment Guidelines for the required annual review and approval. No changes were reported from the prior year. A motion was made and seconded. The following resolution passed by unanimous vote:</p> <p><b><u>Resolution No. 1580</u></b></p> <p><b>NOW THEREFORE BE IT RESOLVED</b> that the Investment Guidelines are hereby approved without changes.</p> <p><b><u>Review and Approval of Annual Procurement Report (Attachment 23-39)</u></b> Mr. Sims presented the Corporation’s Annual Procurement Report sent to the Members for the required annual review and approval. Mr. Sims noted that the Javits Center received an A rating on the NYS MWBE report card. He also stated that NYS recommends an MWBE spend goal of 30%, and the Javits Center reached 31% this year.</p> <p>A motion was made and seconded. The following resolution passed by unanimous vote:</p>
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<p><b>III. Committee Reports (continued)</b></p>	<p><b><u>Resolution No. 1581</u></b> <b>NOW THEREFORE BE IT RESOLVED</b> that the Annual Procurement Report is hereby approved.</p> <p><b><u>Procurement Summaries for Approval (Attachments 23-40 through 23-53)</u></b> Mr. Sims presented the Board Members with procurements for approval. The Chairman advised the Members that by voting to approve the listed procurements, the Members would be passing separate resolutions reflecting each procurement individually; and the minutes will reflect that each procurement was the subject of a separate resolution.</p> <p><b><u>Approval of Contract - VIP Special Services, LLC (Attachment 23-40)</u></b> Mr. Sims presented a procurement summary seeking Board approval to award a contract to VIP Special Services, LLC (VIP) to provide stainless steel cleaning services at the Jacob K. Javits Convention Center (Javits Center). The contract term is for three years at a total cost of \$463,800 (\$154,600 per year). The contract period is from July 1, 2023 - June 30, 2026 with an option to renew for two additional years. A motion was made and seconded. The following resolution passed by unanimous vote:</p> <p><b><u>Resolution No. 1582</u></b> <b>NOW THEREFORE BE IT RESOLVED</b> that the award of a contract to VIP Special Services, LLC to provide stainless steel cleaning services at the Javits Center for a total cost of \$463,800 for the contract term July 1, 2023 - June 30, 2026 with an option to renew for two additional years is hereby approved.</p> <p><b><u>Approval of Contract - Guardian Life Insurance Company (Attachment 23-41)</u></b> Mr. Sims presented a procurement summary seeking Board approval to award a contract to Guardian Life Insurance Company (Guardian) for life, accidental death, and dismemberment (AD&amp;D), long-term disability (LTD) and voluntary short-term disability (VSTD) for the Jacob K. Javits Convention Center (Javits Center). The contract term is for two years at an estimated total cost of \$187,506 (\$93,753 per year) for the contract period January 1, 2023 - December 31, 2024. The breakdown of the estimated cost is as follows:</p> <ul style="list-style-type: none"><li>• \$122,738 (\$61,369 per year) for life and accidental death and dismemberment</li><li>• \$64,768 (\$32,384 per year) for long-term disability</li><li>• \$0 voluntary short-term disability - paid by the employee with a 2-year guaranteed contract.</li></ul> <p>The contract is for all full-time administrative employees and full-time plumbers. The actual cost is driven by the number of employees, compensation and coverage chosen. A motion was made and seconded. The following resolution passed by unanimous vote:</p>
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<p><b>III. Committee Reports (continued)</b></p>	<p><b><u>Resolution No. 1583</u></b> <b>NOW THEREFORE BE IT RESOLVED</b> that the award of a contract to Guardian Life Insurance Company for life, accidental death and dismemberment, long-term disability, and voluntary short-term disability at an estimated cost of \$187,506 for two years from January 1, 2023 - December 31,2024 is hereby approved.</p> <p><b><u>Approval of Contract - United Rentals, Inc. (Attachment 23-42)</u></b> Mr. Sims presented a procurement summary seeking Board approval to award United Rentals, Inc. a contract for inspection, repair, and maintenance of aerial equipment at the Jacob K. Javits Convention Center (Javits Center). The contract is for three years at an estimated cost of \$208,920 (\$69,640 per year). The contract term is from July 1, 2023 - June 30, 2026 with an option to renew for two additional years. A motion was made and seconded. The following resolution passed by unanimous vote:</p> <p><b><u>Resolution No. 1584</u></b> <b>NOW THEREFORE BE IT RESOLVED</b> that the award of a contract to United Rentals, Inc. for inspection, repair, and maintenance of aerial equipment for three years at an estimated cost of \$208,920 from July 1, 2023 - June 30, 2026 with a renewal option for two additional years is hereby approved.</p> <p><b><u>Approval of Contract - Big Apple Window Cleaning (Attachment 23-43)</u></b> Mr. Sims presented a procurement summary seeking Board approval to award contract to Big Apple Window Cleaning to provide glass cleaning services to the Jacob Javits Convention Center (Javits Center). The contract is for a period of three years at a cost of \$2,675,250 (\$891,750 per year). The contract period is from July 1, 2023 - June 30, 2026 with an option to renew the contract for two additional years. A motion was made and seconded. The following resolution passed by unanimous vote:</p> <p><b><u>Resolution No. 1585</u></b> <b>NOW THEREFORE BE IT RESOLVED</b> that the award of a contract to Big Apple Window Cleaning for glass cleaning services for three years at a cost of \$2,675,250 from July 1, 2023 - June 30, 2026 with a renewal option for two additional years is hereby approved.</p> <p><b><u>Approval of Contract - G. Fiore Concrete &amp; Construction Inc. (Attachment 23-44)</u></b> Mr. Sims presented a procurement summary seeking Board approval to award a contract to G. Fiore Concrete &amp; Construction Inc. to provide inner roadway and loading service road repair services at the Jacob K. Javits Convention Center (Javits Center). The contract is for three months at an estimated cost of \$600,000 from July 1, 2023 to September 30, 2023. A motion was made and seconded. The following resolution passed by unanimous vote:</p>
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<p><b>III. Committee Reports (continued)</b></p>	<p><b><u>Resolution No. 1586</u></b>  <b>NOW THEREFORE BE IT RESOLVED</b> that the award of a contract to G. Fiore Concrete &amp; Construction Inc. to provide inner roadway and loading service road repair services at the Javits Center for three months from July 1, 2023 to September 30, 2023, at an estimated cost of \$600,000 is hereby approved.</p> <p><b><u>Approval of Contract - A&amp;L Cesspool. (Attachment 23-45)</u></b>                  Mr. Sims presented a procurement summary seeking Board approval to award a contract to A&amp;L Cesspool Cleaning to provide cesspool cleanings at the Jacob K. Javits Convention Center (Javits Center). The term of the contract is for three years with a two-year renewal option at a total cost of \$210,528 (\$70,176 per year). The contract term is from July 1, 2023 to June 30, 2026. A motion was made and seconded. The following resolution passed by unanimous vote:</p> <p><b><u>Resolution No. 1587</u></b>  <b>NOW THEREFORE BE IT RESOLVED</b> that the award of the A&amp;L Cesspool Cleaning contract to A&amp;L at a total cost of \$210,528 for a period of three years from July 1, 2023 - June 30, 2026 with a renewal option for two additional years is hereby approved.</p> <p><b><u>Approval of Contract - Philip Kaplan Glass and Mirror, LLC (Attachment 23-46)</u></b>                  Mr. Sims presented a procurement summary seeking Board approval to award a contract to Philip Kaplan Glass and Mirror, LLC to provide glass replacement services at the Jacob K. Javits Convention Center (Javits Center). The term of the contract is for a period of three years on an as-needed basis at a total cost for glass of \$188,805 (Y1: \$57,135; Y2: \$62,935; Y3 \$68,735,) with a two-year renewal option. The cost of labor is not included but equals an hourly rate of \$119.74 with a \$10 yearly increase. The contract term is from July 1, 2023 to June 30, 2026. A motion was made and seconded. The following resolution passed by unanimous vote:</p> <p><b><u>Resolution No. 1588</u></b>  <b>NOW THEREFORE BE IT RESOLVED</b> that the award of a contract to Philip Kaplan Glass and Mirror, LLC for glass replacement services at a total cost of \$188,805 for the period of three years with a two-year renewal option for the contract term July 1, 2023 - June 30, 2026 is hereby approved.</p> <p><b><u>Approval of Contract - Steamaster Carpet Cleaning Inc. (Steamaster) (Attachment 23-47)</u></b>                  Mr. Sims presented a procurement summary seeking Board approval to award a contract to Steamaster Carpet Cleaning Inc. to provide carpet extraction at the Jacob K. Javits Convention Center (Javits Center). The contract is for three years at a total cost of \$1,147,500 (\$382,500 per year) from July 1, 2023 - June 30, 2026. A motion was made and seconded. The following resolution passed by unanimous vote:</p>
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Approved 10/4/23

<p><b>III. Committee Reports (continued)</b></p>	<p><b><u>Resolution No. 1589</u></b>  <b>NOW THEREFORE BE IT RESOLVED</b> that the award of a contract to Steamaster Carpet Cleaning Inc. for carpet extraction services at a total cost of \$1,147,500 for 3 years from July 1, 2023 - June 30, 2026 is hereby approved.</p> <p><b><u>Approval of Contract - Guardiar Solutions, Inc. (Guardiar) (Attachment 23-48)</u></b>          Mr. Sims presented a procurement summary seeking Board approval to award a single source contract to Guardiar Solutions, Inc. to provide anti-vehicular bollards preventive maintenance services at the Jacob K. Javits Convention Center (Javits Center). The contract is for three years at an estimated total cost of \$379,620 (\$126,540 per year) from July 1, 2023 - June 30, 2026. A motion was made and seconded. The following resolution passed by unanimous vote:</p> <p><b><u>Resolution No. 1590</u></b>  <b>NOW THEREFORE BE IT RESOLVED</b> that the award of a single source contract to Guardiar Solutions, Inc. to provide anti-vehicular bollards preventive maintenance services at the Javits Center at an estimated total cost of \$379,620 for three years from July 1, 2023 - June 30, 2026 is hereby approved.</p> <p><b><u>Approval of Contract - Schindler Elevator Corporation (Schindler) (Attachment 23-49)</u></b>          Mr. Sims presented a procurement summary seeking Board approval to award a single source contract to Schindler Elevator Corporation to provide elevator and escalator maintenance and services at the Jacob K. Javits Convention Center (Javits Center) North building. The contract is for one year at a cost of \$901,029 per year and an estimated overtime cost of \$50,000 per year for an estimated total cost of \$951,029. The contract period is from August 15, 2023 - August 14, 2024. A motion was made and seconded. The following resolution passed by unanimous vote:</p> <p><b><u>Resolution No. 1591</u></b>  <b>NOW THEREFORE BE IT RESOLVED</b> that the award of a single source contract to Schindler Elevator Corporation to provide elevator and escalator maintenance and services at the Javits Center North building for one year at a total cost of \$951,029 for the contract period August 15, 2023 - August 14, 2024 is hereby approved.</p> <p><b><u>Approval of Contract - Siemens Building Technologies, Inc. (Attachment 23-50)</u></b>          Mr. Sims presented a procurement summary seeking Board approval to award a single source contract to Siemens Building Technologies, Inc. to provide technical support for the Building Management System at the Jacob K. Javits Convention Center (Javits Center). The contract term is for three years at a total cost of \$606,835 (year 1: \$191,550, year 2: \$202,085, year 3: \$213,200) from May 1, 2023 - April 30, 2026. A motion was made and seconded. The following resolution passed by unanimous vote:</p>
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Approved 10/4/23

<p><b>III. Committee Reports (continued)</b></p>	<p><b><u>Resolution No. 1592</u></b>  <b>NOW THEREFORE BE IT RESOLVED</b> that the award of a single source contract to Siemens Building Technologies, Inc. to provide technical support for the Building Management System at the Javits Center for a period of three years at a total cost of \$606,835 from May 1, 2023 – April 30, 2026 is hereby approved.</p> <p><b><u>Approval of Contract – Siemens Building Technologies, Inc. (Attachment 23-51)</u></b>          Mr. Sims presented a procurement summary seeking Board approval to award a single source contract to Siemens Building Technologies, Inc. to provide calibration mechanical services and onsite targeted maintenance at the Jacob K. Javits Convention Center (Javits Center). The contract term is for three years at a total cost of \$100,236 (\$31,640 year 1, \$33,380 year 2, and \$35,216 year 3) from July 1, 2023 - June 30, 2026. A motion was made and seconded. The following resolution passed by unanimous vote:</p> <p><b><u>Resolution No. 1593</u></b>  <b>NOW THEREFORE BE IT RESOLVED</b> that the award of a single source contract to Siemens Building Technologies, Inc. to provide calibration mechanical services and onsite targeted maintenance at the Javits Center for a period of three years at a total cost of \$100,236 from July 1, 2023 - June 30, 2026 is hereby approved.</p> <p><b><u>Approval of Contract - Synergy Systems, Inc. (Synergy) (Attachment 23-52)</u></b>          Mr. Sims presented a procurement summary seeking Board approval to award a single source contract to Synergy Systems, Inc. to provide laser scanning and Revit modeling to the North building at the Jacob K. Javits Convention Center (Javits Center) for a total cost of \$194,876 for a period of 6 months. A motion was made and seconded. The following resolution passed by unanimous vote:</p> <p><b><u>Resolution No. 1594</u></b>  <b>NOW THEREFORE BE IT RESOLVED</b> that the award of a single source contract to Synergy Systems, Inc. to provide laser scanning and Revit modeling to the North building at the Javits Center for a total cost of \$194,876 for a period of 6 months is hereby approved.</p> <p><b><u>Approval of Contract - Eaton Corporation Electrical Engineering Services &amp; Systems (EESS) (Attachment 23-53)</u></b>          Mr. Sims presented a procurement summary seeking Board approval to award a single source contract to Eaton Corporation Electrical Engineering Services &amp; Systems to provide preventive maintenance and testing program services to the North Building at the Jacob K. Javits Convention Center (Javits Center). The contract term is for three years at an estimated cost of \$1,018,000 (\$322,000 Year 1, \$339,000 Year 2, and \$357,000 Year 3) from July 1, 2023 - June 30, 2026. A motion was made and seconded. The following resolution passed by unanimous vote:</p>
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**III.  
Committee  
Reports (continued)**

**Resolution No. 1595**

**NOW THEREFORE BE IT RESOLVED** that the award of a single source contract to Eaton Corporation Electrical Engineering Services & Systems to provide preventive maintenance and testing program services to the North Building at the Javits Center for three years at an estimated cost of \$1,018,000 from July 1, 2023-June 30, 2026 is hereby approved.

**Review of Procurements (Attachments 23-54 through 23-56)**

Mr. Sims stated that previously approved service procurement contracts that extend for more than one year were being submitted for annual Board review as required by the Corporation’s procurement guidelines. The procurement summaries were included with the packet sent to the Board in advance of the meeting. No Board Member had any comment or question with respect to these procurements.

**Procurement Contracts for Review – Card Connect, Inc., New York Power Authority, United Rentals (North America), Inc. (Attachments 23-54 through 23-56)**

<b>Vendor</b>	<b>Procurement Review Period</b>	<b>Review Period Amount</b>
Card Connect, Inc.	4/4	\$36,292
New York Power Authority	7/7	\$1,250,000
United Rentals (North America), Inc.	5/5	\$185,000

**Financial Update:**

**Statement of Revenues and Expenses (For Year to Date – March 31, 2023):**

Mr. Sims reported on the actual revenues and expenses year to date as compared to the budget year to date March 31, 2023. He stated that there were a total of 111 events from April 2022 to March 2023 (78 were recurring events and 33 were new events). He stated that revenue was \$26.7 million better than plan due to: (1) \$24.7 million of overperformance on planned events (52 events were favorable by \$30 million, partially offset by 24 events generating \$6 million less revenue than planned). 33 unplanned events generated revenue of \$0.4 million higher than the “speculative budget” or “budget contingency”; (2) \$1.1 million decrease resulting from 3 cancelled events; and (3) \$2.2 million favorable food and beverage commission and \$550,000 favorable Advertising Revenue.

Expenses were approximately \$7.3 million more than plan, primarily due to: (1) (\$7.5M) higher than plan expense driven by favorable events’ performance and increased event labor of (\$12.1 million), this was partially offset by lower than planned Pension and OPEB related expenses of (\$4.6 million); (2) \$1.5 million under plan in Facility costs mostly due to the

<p><b>III. Committee Reports (continued)</b></p>	<p>adoption of GASB 96 (which is the capitalization of multi-year software license subscription contracts and reclassification of their normal operating expense classification to depreciation and amortization) and deferring various facility maintenance tasks, which was partially offset by event related professional services; (3) \$1.3 million over plan driven by an increase in consulting and temporary services, event related equipment rental, which was partially offset by lower than plan insurance premiums; (4) Operating Loss and Net Loss were approximately \$19.4 million and \$18.4 million, respectively, favorable to plan, due to the net of revenue and expenses described previously.</p> <p>The Board held a general discussion about the end of year budget and performance. It was noted that the Javits Center performed better than plan and the budgeted loss for the year was much less than anticipated.</p> <p><b><u>B. Human Resources Committee</u></b></p> <p>No report.</p> <p><b><u>C. Facilities/Operations Committee</u></b></p> <p>No report.</p> <p><b><u>D. Sales &amp; Marketing Committee, Doreen Guerin, Committee Chairman (Attachment 23-57)</u></b></p> <p>Ms. Guerin reported on behalf of the Sales and Marketing Committee that the Javits Center had 11 new events in the second quarter. She stated that the Javits Center now hosts the Amazon Web Services (AWS) summit annually in July and AWS has expanded its space. In September, the Javits Center will be hosting 16 events which could become events held annually at the Center. Ms. Guerin then presented an Event Index for the third quarter which lists the number of trade shows, public shows and special events as well as reflect the industry and type of event. For the months of July through September of 2023, there are various types of events, including 12 trade shows and 8 special events. Ms. Guerin reported that although the Toy Fair changed its annual date, the Javits Center accommodated their change in date as the show has a large impact on bringing in hotel revenues for New York City.</p> <p>Ms. Guerin noted that the Sales Team is working on a campus-wide video to showcase the Javits Center in its totality for the first time. Ms. Guerin also reported that the Javits Center is working on a video featuring the North Javits building and the Center’s sustainability efforts as part of a sponsorship presentation at Corporate Event Marketing Association (CEMA) Summit 2023. CEMA gathers nearly 1,000 of the top corporate event planners for its annual summit. Ms. Guerin also reported that following the successful Overview Holiday Party promotion, the Sales Team is working on a second holiday</p>
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	<p>offering targeting the Pavilion and Terrace. Similar to the package designed for the Overview, the Pavilion &amp; Terrace package is a turnkey offering for ease of booking.</p> <p><b><u>E. Governance Committee – Ronald Goldstock, Committee Chairman - (Attachments 23-58 through 23-60)</u></b>          Ms. Low advised the Board Members that the Committee had, pursuant to the Public Authorities Reform Act, completed its annual obligation to review the Corporation’s By-Laws, Mission Statement and 2021 Performance Measurements, and requested the following action:</p> <p><b><u>Approval of the Corporation’s Performance Measurements for 2021 – (Attachment 23-58)</u></b>          Ms. Low presented the 2021 Performance Measurements to the Board for its approval. Ms. Low reported that, as a result of the continuing pandemic in 2021, some of the sources for performance measurements were not available. Therefore, estimates were provided based on historical benchmarks. A motion was made and seconded. The following resolution passed by unanimous vote:</p> <p><b><u>Resolution No. 1596</u></b>  <b>NOW THEREFORE BE IT RESOLVED</b> that the 2021 Performance Measurements are hereby approved.</p> <p><b><u>Corporation’s By-Laws and Mission Statement (Attachment 23-59 and 23-60)</u></b>          Ms. Low also reported that the Committee determined there was no change necessary on the Corporation’s By-Laws and Mission Statement this year.</p>
<p><b>IV. Other Business</b></p>	<p>None</p>
<p><b>V. Adjournment</b></p>	<p>By motion and agreement, the meeting was adjourned at 2:08 p.m. with the next meeting to be held on September 20, 2023.</p>