

ALBANY CONVENTION CENTER AUTHORITY
Construction Committee Meeting #2 Friday, April 14, 2014
ACCA Offices, 386 Broadway, Albany, NY 12207
MEETING MINUTES

ATTENDEES

Chair: Gavin Donohue, Members: Michael Skrebutenas, Sherri Brooks,
Guest Board Member: Michele Vennard Chair ACCA Marketing Committee
Guest: Dan Brown of OGS
Consultants: Peter Conway of CHA
Richard LaRose of CHA
Staff: Duncan Stewart, Al Sorrentino,
Absent: Mike Yevoli

CALL TO ORDER

Construction Committee Meeting was called to order at 3:00 PM

AGENDA

1. Meeting minutes from 2-6-14 meeting reviewed and approved by a motion called for Chairman Gavin Donohue, offered by Michael Skrebutenas, and seconded by Sherri Brooks.
2. Purpose of this meeting to guide the process of recommending a preferred design scheme is outlined by ACCA staff. Representatives of CHA proceed with a review of the progress to date as follows:
 - a. Building Program (Recipe) developed by HNTB in collaboration with CHA resulting in the development of 4 schematic plans, identified as Schemes 1, 2, 3 & 4. CHA presented members with a hard copy summarizing and contracting the various schemes, cautioning that this is not design and is preliminary;
 - b. In recommending Scheme 4, CHA reminded all that the information being presented was very preliminary and offered that based upon an 85 K sq. ft. base footprint:
 - i. Scheme 1 did not meet the program, did not maximize ball sports, and exceeded the foot print;
 - ii. Scheme 2 while meeting the basic program, utilized flex space rather than provide dedicated meeting space, did not maximize ball sports, had no dedicated pre-function space on Level 2, and exceeded the foot print;
 - iii. Scheme 3 while meeting the basic program, utilized flex space rather than provide dedicated meeting space, did not maximize ball sports, and exceeded the foot print;
 - iv. Scheme 4 exceeds the program by maximizing ball sports, employing total flex space on Level 1, maximizing the banquet area on Level 2, but shares pre-function space, while staying within the footprint.
 - c. CHA discussed the need to refine the elements of Scheme 4. Ms. Vennard offered her concerns for the importance of finishes at all levels, that the multi-purpose room needs to have a ballroom level of finish and that there needs to be methods to protect the finishes from damage. CHA indicated that was part of the program and for a later discussion. The subject of "air walls" was raised and those concerns for functionality and appearance over time, along with the concern for sound transmission.

The concept of flexible meeting space was considered as was shared pre-function space. Mr. Skrebutenas requested clarification of pre-function space and purpose. Concerns were raised for whether the program being put forth is supported by the updated market study dated 10-31-13 and any potential operator input. CHA reviewed the conference call with HVS, CHA, HNTB & ACCA Staff, where there was acknowledgment of the change to accommodate ball sports and the request to have other examples of facilities that utilize shared pre-function space and maximize flexibility by the use of air walls. CHA indicated that HNTB was developing a list. Boston was given as an example. SMG provided input throughout the schematic process.

- d. Among the other specifics considered were:
 - i. The connection to the hotel;
 - ii. Proximate parking, although exact count is to be determined;
 - iii. The use of mezzanine space, between floors, to benefit from building height that results from the adding the capacity for ball sports and place back of the house program elements;
 - iv. The importance of emphasizing the main entrance;
 - v. Anticipate for and provide capacity to hold multiple events simultaneously;
 - vi. Maximize “wow factor” by careful finish selection.
 - vii. As defined this is a conference center, with the added capacity to support Intercollegiate level ball sport tournament events, serve banquets and trade shows but is not an exhibit hall with the capacity for heavy equipment, for example.
 - viii. Early bid packages in June.
 - e. Parking and the foundation design and its impacts upon costs were presented as challenges that have not yet been resolved, and recommendations are pending. At least 7 parking schemes are being considered, each with significant impacts upon excavation quantities, foundation scope, and parking capacity. The access to the TUC parking structure has not been resolved, but will be accommodated in whatever scheme is recommended. Parking capacity could be as low as 150 cars, depending upon these other important considerations.
 - f. The capacity of adjacent parking structures and that planned for the Marriott/Wellington complex were discussed as meeting the demand when combined with the parking being considered for the ACC site.
 - g. Access to the truck dock was explained as in the process of being reconfigured due to grade concerns and the need to build within the land available for this project. The final appearance will likely compare to the earlier iterations, be accessed from Howard Street and be partially or completely beneath the meeting levels.
3. Prepare recommendations to ACCA Board:
 - a. Committee consensus: to recommend first to the Marketing Committee and then with that committee’s concurrence, seek support from the board for Scheme 4 at the ACCA meeting on 4-25-14;
 - b. ACCA staff to update all Board members of any interim progress, changes, and inform any members not in attendance, of the progress to date;
 4. Set date for next Construction Committee Meeting. *Open item, to be determined*
 5. Adjourn: The meeting adjourned @ 4:50 PM

**Next Meeting Date & Time & Location:
To Be Determined**

Post Meeting Update: Please see attached Scheme 4 Level 1 Revision 2 Draft

CHA working with the Marketing Committee Chair, with input from HVS has suggested modifications to Scheme 4 that HNTB is in the process of developing to:

- **Maximize the marketability of meeting room space in particular;**
- **Reduce the quantities of “Air Walls” as they are not supported by the market study are more costly and require more maintenance over time;**
- **Address concerns for having sufficient pre-function space to support simultaneous events ;**