



ALBANY COUNTY LEGISLATURE
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SEAN E. WARD
CHAIRMAN

PAUL T. DEVANE
CLERK

AGENDA

CIVIC CENTER COMMITTEE

NOVEMBER 21, 2016

PREVIOUS BUSINESS:

APPROVING PREVIOUS MEETING MINUTES

CURRENT BUSINESS:

1. AMENDING RESOLUTION NO. 309 OF 2016 REGARDING THE LEASE AGREEMENT FOR THE RENTAL OF CORPORATE SUITE NO. 20 AT THE TIMES UNION CENTER
2. REVIEWING INCOME STATEMENTS (HANDOUT AT COMMITTEE MEETING)

Honorable Sean E. Ward and Members of the Albany County Legislature:

LADIES AND GENTLEMEN:

The Civic Center Committee of the Albany County Legislature met on October 24, 2016. Chairperson Chapman, Messrs. Joyce, Smith, Feeney, Mayo, Fein, Clenahan, Tunny and Hogan were present. The following items were discussed and/or acted upon:

Approving Previous Meeting Minutes: Unanimously approved.

1. Authorizing a lease agreement for the rental of office space at the Times Union Center: Capital Broadcasting, Inc.: It was indicated that Capital Broadcasting, Inc., expressed interest in leasing office space at the Times Union Center in accordance with terms and conditions approved by the County for an annual rental cost of \$19,575, payable in monthly installments of \$1621.25. After a brief discussion, the Committee voted unanimously to move the proposal forward with a favorable recommendation.
2. Authorizing an agreement with Executive Cleaning Services regarding janitorial and cleaning services at the Times Union Center: The General Manager appeared before the Committee and requested authorization to enter into an agreement with Executive Cleaning Services, who the Times Union Center has previously used for janitorial and cleaning services. It was indicated that the proposed term of the agreement would begin November 16, 2016 and end on November 15, 2019, in an amount not to exceed the weekly cleaning rate of \$6,234 plus cleaning fees, which vary based on attendance figures: \$2,025 for under 4,500 people; \$2,250 for 4,501 to 6,500 people; \$2,475 for 6,501 to 8,999 people; \$2,700 for 9,000 to 10,999 people and \$4,300 for over 10,999 at the Times Union Center. After a brief discussion, the Committee voted unanimously to move the proposal forward with a favorable recommendation.
3. Reviewing Income Statements: The General Manager of the Times Union Center appeared before the Committee and provided a summary of the income statements, and indicated that the Times Union Center is operating well and is on schedule; he also indicated that the arena is off to a great start for 2017, the shows that are already booked are stronger, bigger, very exciting and there is a lot to look forward in the coming year.

Respectfully Submitted:

THE CIVIC CENTER COMMITTEE

NORMA J. CHAPMAN, Chairperson
ANDREW C. JOYCE
CHRISTOPHER H. SMITH
DENNIS A. FEENEY
DAVID B. MAYO

SAMUEL I. FEIN
BRYAN M. CLENAHAN
PETER B. TUNNY
BRIAN HOGAN

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TIMES UNION CENTER

ALBANY, NEW YORK



AN **SMG** MANAGED FACILITY

51 South Pearl Street Albany, New York 12207 (518) 487-2000 FAX (518) 487-2020

MEMORANDUM

To: Albany County Legislature
Albany County Executive – Dan McCoy

From: Bob Belber

Date: October 24, 2016

Re: Request for approval to lease Suite # 20 to Blue Shield of NE NY
March 15, 2016 – March 14, 2017

Attached is a “Request for Legislative Action” to authorize the lease for suite # 20 to Blue Shield of NE NY, which is a renewal of the current agreement that is in place. This company has a unique requirement where they need can only commit to the lease on an annual basis, one year at a time. Therefore we are asking for a one year lease with no options for additional renewals.

This company has been a good suite holder that has paid their suite fees and all other expenses on a current basis. Therefore, we would appreciate the authorization of this lease to be granted.

FOR COUNSEL USE ONLY

Date Received: _____
Received by: _____
Method: Hand: _____
 Courier: _____
 Mail: _____

REQUEST FOR LEGISLATIVE ACTION

RLA #2104: Contract Amendment for Times Union Suite Rental Renewal #20

DATE: Thursday, November 03, 2016
DEPARTMENT: Management & Budget
Contact Person: David Reilly, Deputy Commissioner
Telephone: 518-447-7034
Dept. Representative Attending Committee Meeting: David Reilly, Deputy Commissioner

PURPOSE OF REQUEST:

Adopting of Local Law _____
Amendment of Prior Legislation _____ X
Approval/Adoption of Plan/Procedure _____
Bond Approval _____
Budget Amendment (see below) _____
Contract Authorization (see below) _____
Environmental Impact _____
Home Rule Request _____
Property Conveyance _____
Other: (State briefly if not listed above) _____

CONCERNING BUDGET AMENDMENTS STATE THE FOLLOWING:

Increase Account/Line No. _____
Source of Funds: _____
Title Change: _____

CONCERNING CONTRACT AUTHORIZATION STATE THE FOLLOWING:

TYPE OF CONTRACT:

Change Order/Contract Amendment _____
Purchase (Equipment/Supplies) _____
Lease (Equipment/Supplies) _____
Requirements Professional Services _____
Education/Training _____
Grant: _____
 New _____
 Renewal _____
 Submission Deadline Date _____
Settlement of a Claim _____
Release of Liability _____
Other: (State briefly) _____

CONCERNING CONTRACT AUTHORIZATION (Cont'd)
STATE THE FOLLOWING:

Contract Terms/Conditions:

Party (Name/Address)	Ms. Julie Snyder BlueShield of NENY 30 Century Hill Drive Latham, NY 12110
Amount/Raise Schedule/Fee	\$48,500.00
Scope of Services	Renting Suite #20 to Ms. Julie Snyder/BlueShield of NENY for \$48,500 per year for one year.

Contract Funding:

Bond Res. No.:	_____
Date of Adoption:	_____

CONCERNING ALL REQUESTS:

Mandated Program/Service:	No
If Mandated Cite: Authority	_____
Anticipated in Current Adopted Budget	No

County Budget Accounts:	Account Code	Line	Amount
Revenue	AA7128	02451	_____
Appropriation	_____	_____	_____

Fiscal Impact - Funding: (Dollars or Percentages)

Federal	_____
State	_____
County	_____
Local	_____

Term/Length of Funding:	12 Months (3/15/2016 - 3/14/2017)
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<u>Impact on Pending Litigation</u>	No
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If yes, please explain:	_____
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Previous Requests for Identical or Similar Action

Resolution/Law Number	_____
Date of Adoption	_____

Justification: (State briefly why legislative action is requested)

Leasing suite #20 for a one year period. This is an amendment of the terms of resolution 309 of 2016, which previously leased the suite for a term of one year starting on September 1, 2016 and ending on August 31, 2017. The correct term is March 15, 2016 to March 14, 2017.



TIMES UNION CENTER

ALBANY, NEW YORK



AN  MANAGED FACILITY

51 South Pearl Street Albany, New York 12207 (518) 487-2000 FAX (518) 487-2020

LETTER OF INTENT
BY
BLUESHIELD OF NEWY
FOR
CORPORATE SUITE #20

The above named party or parties recognize that Corporate support is vital to the continued success of the Albany County Civic Center a.k.a. the TIMES UNION CENTER (hereafter the "TIMES UNION CENTER") and evidencing our support of this facility by this *Letter of Intent*.

This *Letter of Intent* demonstrates our intention to lease one of the TIMES UNION CENTER Private Corporate Suites, namely Suite 20 (hereafter the Suite). The cost to lease one of these suites will be FORTY EIGHT THOUSAND AND FIVE HUNDRED DOLLARS (\$48,500.00) per contract year for a one (1) year term. The parties will endeavor to negotiate mutually acceptable lease terms within ninety (90) days of signing the letter of intent.

The SUITE will be furnished and consist of sixteen (16) seats. The basic amenities typically included in a SUITE are appended and made part of the *Letter of Intent*. Sixteen (16) passes will be provided at no charge for all Albany Devils and Siena home games. Sixteen (16) passes will also be provided for every ticketed event at the TIMES UNION CENTER in each contract year with the exception of the NCAA events. Suite tickets for NCAA events can be purchased by the Suite holder.

Furthermore, each SUITE holder will be entitled to purchase up to sixteen (16) additional tickets for all ticketed events. These tickets shall be in preferred locations outside of the SUITE. Certain events may be restricted to eight (8) additional "outside" seats.

To further solidify this *Letter of Intent*, a non-refundable deposit of \$3,000.00 (THREE THOUSAND AND 00/00 DOLLARS) for the SUITE has been made upon the signing of this document. This deposit represents the first payment as indicated in the lease agreement.

RESOLUTION NO. 309

AUTHORIZING A LEASE AGREEMENT FOR THE RENTAL OF CORPORATE SUITE NO. 20 AT THE TIMES UNION CENTER

Introduced: 8/8/16
By Civic Center Committee:

WHEREAS, Blueshield of Northeastern New York, 30 Century Hill Drive, Latham, NY 12110 (Suiteholder) has indicated an interest in leasing Corporate Suite No. 20 at the Times Union Center in accordance with terms and conditions approved by the County Attorney, and

WHEREAS, The Suiteholder has agreed to pay an annual rental fee of \$20,500 for said suite, and

WHEREAS, The Suiteholder has also agreed to pay \$28,000 annually for advertising within the Arena, and

WHEREAS, Annual payments totaling \$48,500 are to be made as follows: a \$20,500 payment on or before July 1st preceding the contract year, and the remaining \$28,000 payment is due on or before December 15th during each contract year, and

WHEREAS, The term of said lease shall be for a period of one (1) year, commencing on September 1, 2016 and ending on August 31, 2017, now, therefore be it

RESOLVED, By the Albany County Legislature that the County Executive is authorized to enter into a lease agreement with the aforesaid Suiteholder to lease Corporate Suite No. 20 at the Times Union Center pursuant to the aforementioned terms, and, be it further

RESOLVED, That the County Attorney is authorized to approve said lease agreement as to form and content prior to the execution thereof, and, be it further

RESOLVED, That the Clerk of the County Legislature is directed to forward certified copies of this resolution to the appropriate County Officials.

Adopted by unanimous vote. 8/8/16