

**STADIUM AUTHORITY OF THE CITY OF PITTSBURGH**  
**BOARD MEETING**  
**TUESDAY, JUNE 30, 2020**  
**1:02 P.M. E.S.T.**

A general meeting of the Board of Directors of the Stadium Authority of the City of Pittsburgh was held upon proper notice on June 30, 2020. Due to the COVID-19 pandemic and guidance from public health experts, the meeting and was conducted remotely via the online conferencing platform, Zoom. Board members in attendance: Stanley Lederman, Chairperson; James Malanos, Vice-Chairman; Reverend Brenda Gregg, Treasurer and Assistant Secretary; Keith Reed, Member and Steve Steingart, Member; as well as staff: Mary Conturo, Doug Straley, Rosanne Casciato, Bill Williams, Rhea Thomas, Michael Wassil, Rifat Qureshi, Simona Loberant, Yvonne Ludwig, Maggie Pike and Lauren Henderson. Also in attendance: Diane Wohlfarth, Solicitor, Clarence Curry, Senior Diversity Coordinator, Lance Harrell of the CCIP Executive Committee, and John Michael Cain of Orbital Engineering.

Mr. Lederman called the meeting to order at 1:02 P.M. and requested that everyone rise for the Pledge of Allegiance. Thereafter, Ms. Wohlfarth proceeded with a roll call of the Board Members, and confirmed that a quorum was present.

The following agenda items were discussed:

1. Public Participation

Mr. Lederman noted that comments from members of the public were solicited, to be received prior to the meeting. It was reported that no comments had been received, no registrations to speak at the meeting had been received, and no comments had been submitted via the chat function within the Zoom application. Mr. Lederman moved to the next item on the agenda.

2. Approval of the Minutes from the meeting of March 24, 2020.

A motion to approve was made, seconded and carried. The Minutes were accepted. Mr. Lederman continued on to the next item on the agenda.

3. New Business

The first item read was:

- A. Authorization to enter into an agreement with T.S.B. Inc. (dba Schultheis Electric) in an amount not-to-exceed \$32,645 for electrical inspections and testing (during years 2020 and 2023) and an updated arc flash study for the Gold 1 Garage and West General Robinson Street Garage.

Mr. Bill Williams stated that electrical inspection and testing is industry standard and an effective program to ensure the safe and reliable distribution of energy. The services under this contract include visual inspection, general cleaning, infrared thermography, and breaker operational testing. The last electrical inspection and testing service for the West General Robinson Street Garage (WGRSG) was in 2015 and this is the first for Gold 1 Garage since it opened in 2017.

The Occupational Safety and Health Administration (OSHA) requires an arc flash analysis, which will identify potential hazards to protect employees and contractors working on electrical equipment. The scope of the arc flash analysis includes data collection, detailed single line diagram development, system analysis, and affixing arc flash labels. The analysis report will include recommendations for changes or upgrades to address any issues found over the course of this study. This study will update the original studies performed for the WGRSG (2014) and Gold 1 Garage (2017).

The Authority issued a request for proposals (RFP) in February 2020, which was sent to nine firms including three either MBE or WBE. The RFP was also advertised in the Pittsburgh Post-Gazette, New Pittsburgh Courier, and on the Authority's website. Six companies attended the non-mandatory pre-proposal meeting and five proposals were received, one of which was a WBE. A review team, consisting of Authority staff and ALCO personnel, reviewed the proposals and interviewed four companies. The review team recommends proceeding with Schultheis for following reasons: knowledge of systems and testing methodologies, lowest cost proposal, and past working experience at the garages and at the David L. Lawrence Convention Center.

Schultheis proposed hourly rates which are to be used for any out-of-scope work that is requested. There is an 8.4% MBE with Emerald Electric and a 6.1% WBE participation with Henron Electric. This project will be funded from the garages' respective capital budgets.

Mr. Lederman asked if any Board Members had any questions.

Mr. Keith Reed asked if any of the companies that submitted proposals were MBE or WBE and if any of the MBE or WBE companies are subcontractors under the Schultheis contract.

Mr. Williams stated that Henron Electric and Emerald Electric were included as subcontractors in Schultheis' original proposal. Henron had received the RFP and had submitted a proposal to be the prime. Emerald had also received the RFP, but had not submitted a proposal to be the prime.

Mr. Lederman asked if there were any further questions from the Board. Hearing none, he asked for a motion to approve.

The motion to approve was made, seconded and the following resolution was passed:

**RESOLUTION NO. 3 (2020)**

RESOLVED by the Stadium Authority of the City of Pittsburgh that its Executive Director and other proper officers are authorized to enter into an agreement with T.S.B. Inc. (dba Schultheis Electric) in an amount not-to-exceed \$32,645 for electrical inspections and testing and an updated arc flash study for the Gold 1 Garage and West General Robinson Street Garage; and further that the proper officers and agents of the Authority are authorized to take all action and execute such documents as are necessary and proper to effectuate the terms of this Resolution.

The next item read was:

- B. Authorization to amend the agreement with New Cingular Wireless LLC (dba AT&T) for the operation of the antenna banks at the West General Robinson Street Garage.

Mr. Williams explained that in 2010, the Stadium Authority approved a ten-year lease agreement with New Cingular Wireless to install wireless antennae and equipment at the WGRSG. Since then, the Authority has received \$360,184 in payments. The antennas are located on the west, east and south facades of the garage and the equipment is located in the electrical room on the first floor of the garage. The agreement ends on November 1, 2020, but includes two five-year renewal options.

AT&T requested to extend the agreement for the two five-year renewal options, and also add two more five-year mutual options for extension at the end of the renewal options. With this amendment, the agreement would be extended through November 1, 2030 with the two five-year mutual extensions through 2040. These two additional extensions, after 2030, can be declined by either party. The payment term is yearly with the 2020 installment rate being \$44,407. There is a 4% increase each year through the term of the agreement. For the next ten years of payments, the total income to the Authority will be \$533,175.

Mr. Lederman asked if any Board Members had any questions. Hearing none, he asked for a motion to approve.

The motion to approve was made, seconded and the following resolution was passed:

**RESOLUTION NO. 4 (2020)**

RESOLVED by the Stadium Authority of the City of Pittsburgh that its Executive Director and other proper officers are authorized to amend the agreement with New Cingular Wireless LLC (dba AT&T) for the operation of the antenna banks at the West General Robinson Street Garage; and further that the proper officers and agents of the Authority are authorized to take all action and execute such documents as are necessary and proper to effectuate the terms of this Resolution.

The next item read was:

- C. Authorization to enter into a five-year license agreement with an option to extend for two additional five-year periods with First National Bank of Pennsylvania (FNB) to install an ATM machine in the lobby of the West General Robinson Street Garage.

Mr. Doug Straley stated that in 2012 the Authority entered into a license agreement with PNC Bank to establish an ATM machine at the WGRSG. That agreement expired in 2015 and continued on a monthly basis. The Authority was paid \$3,000 annually as a term of the agreement. The Authority was approached earlier this year by FNB to replace the ATM in WGRSG with a FNB ATM machine.

FNB agreed to pay the Authority rent in the amount of \$16,000 annually, plus a fee of \$1.10 per foreign transaction (a transaction at the ATM to a non-FNB customer) for a five-year term, with an option for two additional five-year periods. The rent amount would increase 5% per renewal term for each option period. FNB has the option to terminate with a 30-day notice, but no portion of that year's fee would be refunded.

Mr. Lederman asked if any Board Members had any questions. Hearing none, he asked for a motion to approve.

The motion to approve was made, seconded and the following resolution was passed:

**RESOLUTION NO. 5 (2020)**

RESOLVED by the Stadium Authority of the City of Pittsburgh that its Executive Director and other proper officers are authorized to enter into a five-year license agreement with an option to extend for two additional five-year periods with First National Bank of Pennsylvania to install an ATM machine in the lobby of the West General Robinson Street Garage; and further that the proper officers

and agents of the Authority are authorized to take all action and execute such documents as are necessary and proper to effectuate the terms of this Resolution.

The next item read was:

- D. Authorization to enter into an agreement with CPS Construction Group in a not-to-exceed amount of \$773,105 for garage repair and maintenance.

Mr. Williams stated that every two years, the Authority solicits proposals to conduct a physical inspection of the WGRSG, North Shore Garage, and Gold 1 Garage. In December 2019, O&S Associates (O&S) performed these inspections and submitted a report outlining their findings. Among other things, they recommended a new roof waterproof membrane, façade sealant joint replacement, and the replacement of slab tee-tee joints at the roof.

In May 2020, the Authority publicly advertised a bid package for the WGRSG and North Shore Garage maintenance and repair work in the New Pittsburgh Courier, the Pittsburgh Post-Gazette, on the Sports and Exhibition Authority (SEA) website, and the URA assisted us in communicating through social media by including this bidding opportunity in its Twitter, Facebook, and LinkedIn postings. A pre-bid meeting was conducted on May 29<sup>th</sup> with ten companies. Bids were due on June 16<sup>th</sup> and six bids were received. Base bids were received for North Shore Garage, WGRSG and a combined bid for both facilities in order to provide for economies of scale. CPS Construction Group was the lowest responsible bidder with a combined bid at \$773,105. The bids also included unit pricing that can be used for additional quantities that may arise. O&S and SEA staff did a scope review with CPS.

The North Shore Garage is owned by the SEA. At the next SEA board meeting, \$323,438 (the North Shore Garage portion of the project) will be requested to be transferred to the Authority from the SEA to cover these costs.

The warranties for the project are 5 years for the sealants and traffic coating and 1 year on all other work. Work will begin in the summer and is anticipated to be completed in the fall of 2020. There is 15% MBE participation for this project with Waller Construction, Dream City Trucking & Rental, and Cooper Trading. There is 2% WBE participation with Ida Yeager.

Mr. Lederman asked for the date of the SEA board meeting that will authorize the transfer of money.

Ms. Mary Conturo stated it will be held on July 9, 2020.

Mr. Lederman asked if work on this project will not start until the SEA has approved the transfer of money.

Ms. Conturo stated that work will not start until the SEA has approved the transfer.

Mr. Lederman asked if any Board Members had any further questions. Hearing none, he asked for a motion to approve.

The motion to approve was made, seconded and the following resolution was passed:

**RESOLUTION NO. 6 (2020)**

RESOLVED by the Stadium Authority of the City of Pittsburgh that its Executive Director and other proper officers are authorized to enter into an agreement with CPS Construction Group in a not-to-exceed amount of \$773,105 for garage repair and maintenance; and further that the proper officers and agents of the Authority are authorized to take all action and execute such documents as are necessary and proper to effectuate the terms of this Resolution.

The next item read was:

- E. Authorization to bind all insurance for July 1, 2020 to June 30, 2021 at a cost not-to-exceed \$73,155 plus processing fees.

Ms. Rosanne Casciato stated that Willis of Pennsylvania is currently in its fourth year of a five-year agreement as the insurance broker for the Authority and the SEA. In that capacity, quotes were obtained for insurance for the upcoming insurance year. In total, six different carriers responded to Willis' request for pricing for the Authority's various insurance needs.

For Property insurance, due to the COVID 19 pandemic, no companies performed inspections of the properties this year. Willis marketed the property insurance to four companies and received one quote from the Authority's existing carrier, Chubb. The other carriers required that the Authority increase the deductible from \$10,000 to between \$50,000 and \$100,000 in order to provide firm quotes. Willis did provide approximate quotes from the other carriers, but the savings was minimal with the higher deductible and was not recommended by Willis.

The cost of the Public Officials insurance renewal with AIG was a decrease of approximately 14.4%, the second year in a row for a decrease. General Liability, Auto Liability, and Umbrella with Cincinnati are on a multi-year term. We are entering the 3rd year of the 3-year policy. The renewal premiums are flat except the Auto Liability, which has decreased \$100. Cyber insurance is a joint policy of the SEA/SA and the cost for \$1 million coverage is shared between the two.

Henderson Brothers, our risk management consultant, recommends accepting Willis' proposal. This coverage will be bound on July 1, 2020.

Mr. Lederman asked if any Board Members had any questions. Hearing none, he asked for a motion to approve.

The motion to approve was made, seconded and the following resolution was passed:

**RESOLUTION NO. 7 (2020)**

RESOLVED by the Stadium Authority of the City of Pittsburgh that its Executive Director and other proper officers are authorized to bind all insurance for July 1, 2020 to June 30, 2021 at a cost not-to-exceed \$73,155 plus processing fees; and further that the proper officers and agents of the Authority are authorized to take all action and execute such documents as are necessary and proper to effectuate the terms of this Resolution.

5. Public Participation

Mr. Lederman asked if there were any comments from the public through the Zoom platform.

Mr. Lance Harrell stated that he would like to introduce himself as the Community Collaboration and Implementation Plan (CCIP) Project Administrator for the Lower Hill CDC.

Mr. Lederman stated that he is pleased to meet him and hopes to meet in person someday. He asked if Ms. Conturo is acquainted with Mr. Harrell.

Ms. Conturo stated that she is acquainted with him and is glad that he is in attendance.

Mr. Lederman asked if there was any further comment. It was reported that no further comments had been received. Mr. Lederman asked for a motion to adjourn. The motion was seconded and unanimously carried.

6. Adjournment

The meeting was adjourned at 1:28 P.M.