

MINUTES OF THE MEETING
OF THE BOARD OF THE
SPORTS & EXHIBITION AUTHORITY OF PITTSBURGH
AND ALLEGHENY COUNTY
HELD THURSDAY, AUGUST 16, 2018
AT THE DAVID L. LAWRENCE CONVENTION CENTER
PITTSBURGH, PENNSYLVANIA
COMMENCING AT 9:37 A.M. E.S.T.

A meeting of the Board of Directors of the Sports & Exhibition Authority of Pittsburgh and Allegheny County (the "Authority") was held upon proper notice in the DLCC Executive Board Room in Pittsburgh, PA 15222, on Thursday, August 16, 2018 commencing at 9:37 A.M. E.S.T.

Members of the Authority

Present: Sen. Wayne Fontana, Chairman
Councilman Anthony Coghil, Member
Rev. Glenn Grayson, Member
Sala Udin, Member (via phone)

Also Present: Mary Conturo, Doug Straley, Rosanne Casciato, Rosemary Carroll, Taylor Blice, Rifat Qureshi, Simona Loberant, Rachel Cohen, Maggie Pike, and Samuel Meek of the Authority; Morgan Hanson, Solicitor; Tim Muldoon, Ryan Buries, Conor McGarvey, and Kevin Mielcarek of SMG; J.J. McGraw of the Pittsburgh Pirates; Nick Futules, Allegheny County Council; and Frederick Winkler, architect.

Senator Wayne Fontana called the meeting to order with the Pledge of Allegiance. Mr. Morgan Hanson followed with a roll call of the Board Members. Mr. Hanson advised that a quorum was present.

Beginning with public participation, Senator Fontana asked if any members of the audience would like to address the Board. Seeing none, he moved to the next item on the agenda, approval of the minutes from the meeting of July 12, 2018. A motion was made, seconded and unanimously approved.

Senator Fontana continued on to the next item on the agenda under David L. Lawrence Convention Center, authorization to enter into a five-year agreement with 22 Miles, Inc. in a not-to-exceed amount of \$208,058 for purchase, initial setup (including content design), and five years of support services of digital signage software.

Mr. Conor McGarvey explained that at the February 2018 Board meeting, an agreement with KMA Design was approved for layout and design of a comprehensive static and digital signage package for the interior of the Convention Center (DLCC). Based on KMA's recommendations, the work will be procured in two pieces. The first is digital content development and management, and the second is demolition, hardware, wiring and signage installation.

This authorization is with respect to the first piece of the project. It authorizes a contract for digital signage content development and management. The content development services will involve customizing screen displays for programming of over 80 screens and over eight different display types. The first year of the contract will include onsite and virtual training and two separate visits from the software company. The onsite visits will consist of initial integration of the signage and onsite support for the first event where the software will be deployed.

The maintenance and service portion of the contract will include 24/7 customer support, cloud hosting, and ongoing training for DLCC staff.

The total \$208,058 contract amount is broken down as follows: \$116,308 for content design, management and first year support, \$27,190 for support services in the second year, \$27,190 for support services in the third year, and there is an option for the Authority to extend support services at \$18,685 in the fourth year, and at \$18,685 in the fifth year.

The DLCC issued a request for proposals on June 12, 2018. The RFP was advertised on the SEA website, in the New Pittsburgh Courier and in the Pittsburgh Post-Gazette. Proposals were

due on June 27. Four proposals were received: from 22 Miles, Four Winds Interactive, Imperatives Inc, and Ponto Solutions/Ping.

A selection team comprised of SEA and SMG staff reviewed the proposals, conducted interviews with 22 Miles, Four Winds Interactive, Ponto/Ping, and short listed two companies. After further clarification and revised pricing proposals, 22 Miles is being recommended by the selection team.

22 Miles differentiated themselves from the other companies for the following reasons. Their user interface is easier to design and has more features than the other three proposers. They have a large portfolio of not only convention centers, but also hotels and other public assembly venues. Their software system has the ability to remotely power down all monitors without having to manually go to each monitor to power them down. Their software has the ability to allow DLCC clients to easily design their own digital signage, after which DLCC Events Services would preview and ultimately authorize the signage before being broadcast on DLCC monitors. With 22 Miles, the Authority gets an unlimited number of users at no additional charge. They have a strong customer support and training program. There is potential for innovative software integration in future years. They have also submitted paperwork as a 100% minority owned business.

After the contract has been executed, 22 Miles will immediately begin working with the DLCC to develop content for the digital displays. Once the second phase of the project is complete, which is the demolition and installation of signage, 22 Miles will fully integrate all designs onto DLCC monitors and displays.

22 Miles is a minority owned business. They've submitted their paperwork to the Allegheny County M/W/DBE office, and they are now awaiting their certification.

Senator Fontana asked if there were any questions from the Board.

Ms. Mary Conturo further explained that with this signage project the convention center is getting a sign outside each meeting room door so that for any convention, a schedule of what is happening can be listed at that meeting room door, something that it does not currently have.

Mr. McGarvey added that all 53 meeting rooms will have a monitor outside which will allow clients to advertise their programming and help minimize some of their costs as it relates to printing and setting up temporary signs. In addition to that, the DLCC is going to have new static and digital overhead signs. The digital component of the overhead signs will be fully integrated through this system.

Senator Fontana added that the Board had some conversations in the past with SMG about signage at the convention center or the lack of. He asked if SMG was part of this, and moving forward with what gets put on the sign and how the signs look.

Mr. Tim Muldoon explained that the components of this project will allow a lot of flexibility in how the information is displayed on the different screens that are installed. This will allow SMG and its clients the best opportunity to do interesting things and will be effective for the center's clientele.

Senator Fontana asked if there were any further questions from the Board. Hearing none, he asked for a motion to approve. On a motion duly made, seconded, and unanimously carried, the following resolution was approved:

RESOLUTION NO. 5557

RESOLVED by the Sports & Exhibition Authority of Pittsburgh and Allegheny County that its Executive Director and other proper officers are authorized to enter into a five-year agreement with 22 Miles, Inc. in a not-to-exceed amount of \$208,058 for purchase, initial setup (including content design), and five years of support services of digital signage software; 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.

Senator Fontana introduced the next item, authorization to enter into an agreement with H.E. Neumann Co. in the amount of \$26,700 for replacement of four steam isolation valves and strainer.

Mr. Kevin Mielcarek explained that the steam room is the main distribution center for incoming steam used to heat the Convention Center. There are four valves and one strainer in the incoming steam lines that began leaking towards the end of the 2018 heating season. In order to maintain peak efficiency, these components need to be replaced. The work is to be completed while the steam system is turned off. The components are original to construction and there are no applicable warranties.

This project was advertised in the Pittsburgh Post-Gazette, the New Pittsburgh Courier and on the SEA website. The project manual was also sent directly to 10 contractors, there was one MBE and two WBEs in those 10. A pre-bid meeting was held on July 30, 2018 with three companies in attendance. Four bids were received with H. E. Neumann being the low responsible bid.

Upon approval of this request and execution of the agreement, work will begin immediately with a target completion date of September 21, 2018. There is a one-year warranty on parts and labor. There is 26% MBE participation through Low Country Building Solutions who is the material supplier.

Senator Fontana asked if there were any questions from the Board. Hearing none, he asked for a motion to approve. On a motion duly made, seconded, and unanimously carried, the following resolution was approved:

RESOLUTION NO. 5558

RESOLVED by the Sports & Exhibition Authority of Pittsburgh and Allegheny County that its Executive Director and other proper officers are authorized to enter into an agreement with H.E. Neumann Co. in the amount of \$26,700 for replacement of four steam isolation valves and strainer; 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.

Senator Fontana introduced the next item under North Shore Garage, authorization to enter into an agreement with FMS Construction in a lump sum amount of \$12,996 for removal and replacement of water damaged tile and underlayment in restrooms.

Ms. Simona Loberant explained that at the North Shore Garage, a water leak occurred in 2017 due to the deterioration of a plastic pipe fitting. The water leak caused extensive damage in both the men's and women's restrooms on the floor and has necessitated a complete replacement of the floor tile and the underlayment in those restrooms.

Quotes were directly requested from local contractors. Of the contractors contacted, six visited the site to view the damage, and three of those contractors were MBE firms that were recommended by the Authority's senior diversity coordinator Clarence Curry.

Three quotes were received, and FMS Construction is being recommended due to submitting the lowest quote and the Authority's satisfaction with the floor tile samples submitted, which match the original floor tile. The tiles have recycled content and are made in the U.S.A. The manufacturer and contractor both offer a one-year warranty. The work is expected to start in September 2018.

Senator Fontana asked if there were any questions from the Board.

Rev. Glenn Grayson asked if insurance covers the cost of the replacement from the damage.

Ms. Loberant explained she was not aware of insurance covering the cost, but will follow up with the Board on the matter.

Senator Fontana asked if there were any further questions from the Board.

Councilman Anthony Coghill asked if the Authority's policy is similar to the City's policy in that the lowest bid on a project is always selected.

Ms. Loberant explained that for projects such as this, the low bid is selected as long as they meet all of the project requirements.

Mr. Morgan Hanson clarified that the lowest responsible bid is accepted, so the bidder must be able to show they are capable of performing the work and meeting all other requirements.

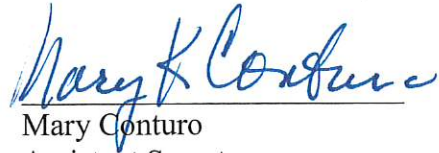
Senator Fontana asked if there were any further questions from the Board. Hearing none, he asked for a motion to approve. On a motion duly made, seconded, and unanimously carried, the following resolution was approved:

RESOLUTION NO. 5559

RESOLVED by the Sports & Exhibition Authority of Pittsburgh and Allegheny County that its Executive Director and other proper officers are authorized to enter into an agreement with FMS Construction in a lump sum amount of \$12,996 for removal and replacement of water damaged tile and underlayment in restrooms; 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 was public participation, and Senator Fontana asked if anyone in the audience desired to address the Board. There being no additional comments or business, Senator

Fontana asked for a motion to adjourn. Upon a motion duly made, seconded and unanimously carried, the meeting was adjourned at 9:49 A.M.


Mary Conturo

Assistant Secretary