

MINUTES OF THE MEETING  
OF THE BOARD OF THE  
SPORTS & EXHIBITION AUTHORITY OF PITTSBURGH  
AND ALLEGHENY COUNTY  
HELD WEDNESDAY, AUGUST 17, 2011  
AT THE DAVID L. LAWRENCE CONVENTION CENTER,  
PITTSBURGH, PENNSYLVANIA  
COMMENCING AT 11:53 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 Room 333 of the David L. Lawrence Convention Center in Pittsburgh, PA 15222, on Wednesday, August 17, 2011 commencing at 11:53 A.M. E.S.T.

Members of the Authority

- Present: Senator Fontana, Chairman  
Anthony Ross, Member  
Dr. Edie Shapira, Secretary  
Sean Logan, Member (via telephone)  
Councilwoman Darlene Harris, Member
- Absent: Reverend Dr. William H. Curtis, Vice Chairman  
Michael Dunleavy, Member
- Also Present: Mary Conturo, Doug Straley, Rifat Qureshi, Jason Kobeda, Angelica Ciranni, Rosanne Casciato and Rosemary Carroll of the SEA; Mark Hornak of Buchanan Ingersoll and Rooney; Tom Ryser of TPR, LLC; Ryan Buries, Conor McGarvey, Kevin Fonner and Mark Leahy of SMG; Mike Barnard and Scott Pollock of Oxford Development Company; Chris Hunter and J.J. McGraw of Pittsburgh Associates; and Elaine Effort from KQV News.

Senator Fontana called the meeting to order with the Pledge of Allegiance, followed by a roll call of the Board Members.

Beginning with public participation, Senator Fontana asked if any members of the audience would like to address the Board. Hearing none, the meeting continued with the approval of minutes from the meeting on July 7, 2011. A motion was made, seconded, and unanimously approved.

Senator Fontana began addressing new business with the first item on the agenda, authorization to enter into a \$40,000 contract with StructureTec for inspection of the curtainwall.

Mr. Ryser stated that the routine inspection will be based on the inspection procedure checklist provided in the operations and maintenance manual by AJAY Glass Company. A request for proposals was advertised and StructureTec was rated the number one firm for this project. Funding for this project will be provided by the Convention Center Operating Budget.

After asking for questions and hearing none, Senator Fontana asked for a motion to approve. On a motion duly made, seconded, and unanimously carried, the following resolution was approved:

#### **RESOLUTION NO. 4981**

**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 \$40,000 contract with StructureTec for inspection of the curtainwall; 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, an authorization to purchase and install vending concession items at a cost not to exceed \$17,288.

Mr. Leahy stated that Levy is requesting the SEA purchase two vending kiosks: a portable cotton candy vending kiosk and a Starbucks Coffee vending kiosk for a total of \$17,288. VendEver LLC allowed Levy to test market the kiosk for a 60-day period. In 10 event days for LegoFest and Anthrocon, Levy generated over \$1,600. Sales are estimated to be over \$7,500 in the first 12 months of operation. The cotton candy kiosk is interactive as it makes its candy at the height of a child. The kiosk is priced at \$8,663. The Starbucks Coffee kiosk would be effective for move-in days or small meetings that don't warrant the cost or staffing of a coffee or full concession service. It grinds and brews 12 ounce cups of well-branded Starbucks coffee. The

Starbucks Coffee kiosk costs \$8,625 and is anticipated to have a payback period of less than one year.

After asking for questions and hearing none, Senator Fontana asked for a motion to approve. On a motion duly made, seconded, and unanimously carried, the following resolution was approved:

**RESOLUTION NO. 4982**

RESOLVED by the Sports & Exhibition Authority of Pittsburgh and Allegheny County that its Executive Director and other proper officers are authorized to purchase and install vending concession items at a cost not to exceed \$17,288; 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, a request for authorization to expend \$2,000 for purchase order with Noftz Sheet Metal Inc. for cover plates at the kitchen expansion joint.

Mr. Buries explained that the cover plates on the expansion joint near the kitchen had been forced out of the joint and have become a hazard. Wiss, Janney, Elstner Engineers recommended repair by purchasing the supplies and using in-house labor. Noftz Sheet Metal Inc. is a local supplier that is able to meet the sheet metal needs of the convention center by providing small batch orders at the lowest price.

After asking for questions and hearing none, Senator Fontana asked for a motion to approve. On a motion duly made, seconded, and unanimously carried, the following resolution was approved:

**RESOLUTION NO. 4983**

RESOLVED by the Sports & Exhibition Authority of Pittsburgh and Allegheny County that its Executive Director and other proper officers are authorized to expend \$2,000 for purchase order with Noftz Sheet Metal Inc. for cover plates at the kitchen expansion joint; 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, a request for authorization to issue a \$6,150 change order to Nathan Contracting, LP for work related to concrete repair on the second floor service corridor.

Mr. Buries stated that a small patch of concrete in a high traffic section of the second floor service corridor has deteriorated and become a safety hazard to convention center staff. SMG and Wiss, Janney, Elstner Engineers have developed a plan for partial depth repair of the 150 square foot area in question. Out of four local contractors, Nathan Contracting, LP was the low bidder at \$6,150.

After asking for questions and hearing none, Senator Fontana asked for a motion to approve. On a motion duly made, seconded, and unanimously carried, the following resolution was approved:

#### **RESOLUTION NO. 4984**

**RESOLVED** by the Sports & Exhibition Authority of Pittsburgh and Allegheny County that its Executive Director and other proper officers are authorized to issue a \$6,150 change order to Nathan Contracting, LP for work related to concrete repair on the second floor service corridor; 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 as a request for authorization to enter into a \$15,000 contract with Economy Septic Service to pump-out and re-seed the bioreactor at the wastewater treatment plant.

Mr. Buries stated that in order to complete the Bar Screen and Mezzanine Installation project, it will be necessary to pump approximately 20,000 gallons of sludge out of the BioReactor. This will allow a safer work space for contractors as well as inspection of the

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interior of the BioReactor tank for any issues to be repaired. Once the Bar Screen and Mezzanine Installation project is complete, Economy Septic will deliver 20,000 gallons of re-seed material to the BioReactor. Five potential contractors were contacted. Out of the two companies that submitted bids, Economy Septic Service was the low bidder.

After asking for questions and hearing none, Senator Fontana asked for a motion to approve. On a motion duly made, seconded, and unanimously carried, the following resolution was approved:

**RESOLUTION NO. 4985**

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 \$15,000 contract with Economy Septic Service to pump-out and re-seed the bioreactor at the wastewater treatment plant; 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, an authorization to enter into a \$47,500 contract with H.E. Neumann Company to install a bar screen solids separator and mezzanine at the bioreactor in the wastewater treatment plant.

Mr. Buries stated that when an audit was performed of the Operations and Maintenance of the Wastewater Treatment Plant by Apex in September 2010, several deficiencies were noted concerning extended equipment failures. One recommendation was for a bar screen solids separator that would remove large solids prior to the filter cartridges in the treatment process. This will extend the life of the filters that cost approximately \$60,000 to replace. The mezzanine will allow staff to safely access the bar screen for service and maintenance. The project was bid and then rebid. Three bids were received in the rebid, with H.E. Neumann being the low responsible bidder.

After asking for questions and hearing none, Senator Fontana asked for a motion to approve. On a motion duly made, seconded, and unanimously carried, the following resolution was approved:

**RESOLUTION NO. 4986**

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 \$47,500 contract with H.E. Neumann Company to install a bar screen solids separator and mezzanine at the bioreactor in the wastewater treatment plant; 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, a request for authorization to enter into a \$12,000 contract with Stanley Steemer to clean portable folding chairs.

Mr. Leahy stated that there are 6,000 30-year-old folding chairs being reused from the old convention center. The chairs were cleaned en masse before the new convention center opened and have received spot cleaning since. The chairs were evaluated and were found to be structurally viable, though the fabric and frames need to be cleaned. Instead of replacing them for \$550,000 to \$700,000, cleaning service providers were contacted and asked to demonstrate their cleaning systems and bid for the project. MBE/WBE firms were sought to do this work but none were found. Stanley Steemer was the lowest bid and was as good, if not better, than the other contractors. Stanley Steemer uses green certified cleaning products.

After asking for questions and hearing none, Senator Fontana asked for a motion to approve. On a motion duly made, seconded, and unanimously carried, the following resolution was approved:

### **RESOLUTION NO. 4987**

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 \$12,000 contract with Stanley Steemer to clean portable folding chairs; 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, a request for authorization to issue a \$104,916 change order to Cuddy Roofing for modifications to the third-floor terrace roof system and for electrical services at a cost not to exceed \$6,500.

Mr. Barnard explained that Cuddy Roofing discovered that the concrete deck beneath the roofing membrane was flat instead of sloped as they had assumed when reviewing the construction documents. The discovered deck condition required the addition of a tapered insulation system. The changes to the project will not affect the 20-year full system warranty on the roof membrane. StructureTec, the roof system engineer, reviewed the changes.

After asking for questions and hearing none, Senator Fontana asked for a motion to approve. On a motion duly made, seconded, and unanimously carried, the following resolution was approved:

### **RESOLUTION NO. 4988**

RESOLVED by the Sports & Exhibition Authority of Pittsburgh and Allegheny County that its Executive Director and other proper officers are authorized to issue a \$104,916 change order to Cuddy Roofing for modifications to the third-floor terrace roof system and for electrical services at a cost not to exceed \$6,500; 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, a request for authorization to issue a \$55,116 change order to Oxford Development Company for additional owner's representative project management services related to ongoing projects at the David L. Lawrence Convention Center, billed hourly.

Mr. Leahy stated that consistent with what was just presented and requested regarding the roof project with Cuddy, Oxford Development needs a change order to continue with the project. The drain on the roof isn't working and water is pooling. The time and resources required by Oxford Development Company weren't in the original contract price. Items within this change order include projects regarding energy conservation measures. A recent study during the case study for the energy performance of the convention center listed several cost-saving opportunities. One such opportunity was repairing the natural ventilation dampers, as the opening and closing throughout the year wears it down, to provide cost-savings to save heat. Another opportunity is with the building automation system. The controls that regulate all the temperatures throughout the building require some corrections and recommissioning. Another opportunity is upgrading the lighting at the water feature, one of the biggest consumption of kilowatts of any system in the building. SMG will redesign that with the latest and greatest technology. Another opportunity for cost-savings is leak detection and repair. There are several building leaks, all of which have been identified and catalogued. The actual source and cause of the leaks needs to be identified before SMG can recommend final repairs. Although SMG is the building operator, certain projects require enlisting outside help like project managers and contractors beyond the expertise of SMG. These projects are time-sensitive, cost-savings projects which should begin immediately in order to get the full benefit.

Furthermore, Bernie Watson left SMG several months ago and SMG will need more time to fill his position. The savings from Bernie's vacancy exceed the cost of this change order. SMG is pleased with Oxford's work to date. The staff of the roof project will work on the new



projects. They will prepare RFPs and RFQs, evaluate proposals and submissions, conduct interviews and recommend award of contracts, as well as manage and review processes.

After asking for questions and hearing none, Senator Fontana asked for a motion to approve. On a motion duly made, seconded, and unanimously carried, the following resolution was approved:

**RESOLUTION NO. 4989**

RESOLVED by the Sports & Exhibition Authority of Pittsburgh and Allegheny County that its Executive Director and other proper officers are authorized to issue a \$55,116 change order to Oxford Development Company for additional owner's representative project management services related to ongoing projects at the David L. Lawrence Convention Center, billed hourly; 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, a request for authorization to issue a \$241,016 change order to Oxford Development Company for owner's representative services related to Lower Hill Redevelopment, billed hourly.

Mr. Straley explained that Oxford Development Company has completed many tasks including administering contracts for historical and archaeological review and community process related to the existing Civic Arena as well as oversight of the asset sale, and procurement and management of the abatement and demolition of the facility. Michael Maruschak of Chester Engineers will be on site to monitor daily demolition activities. Chester Engineers is a registered MBE firm and is a 50% joint venture partner.

After asking for questions and hearing none, Senator Fontana asked for a motion to approve. On a motion duly made, seconded, and unanimously carried, the following resolution was approved:

## **RESOLUTION NO. 4990**

RESOLVED by the Sports & Exhibition Authority of Pittsburgh and Allegheny County that its Executive Director and other proper officers are authorized to issue a change order not to exceed \$241,016 to Oxford Development Company for owner's representative services related to Lower Hill Redevelopment, billed hourly; 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, a request for authorization to issue a not to exceed \$30,800 change order to Langan Engineering for additional design services.

Mr. Barnard stated that on November 4, 2010, Langan was approved by the Authority Board to provide demolition design services for the Civic Arena. Through the course of the design, revisions were requested in order to manage the total project cost. This work included the development of additional grading plans for consideration by the Owner, generation of a footing removal cross section for analysis of the most cost effective removal by the contractor. This scope of work also includes preliminary site planning design services for the team. Oxford Development Company has reviewed the proposal with the existing contract and believes the cost is reasonable based on the time required to complete the additional scope of work and previous experience with similar projects.

After asking for questions and hearing none, Senator Fontana asked for a motion to approve. On a motion duly made, seconded, and unanimously carried, the following resolution was approved:

## **RESOLUTION NO. 4991**

RESOLVED by the Sports & Exhibition Authority of Pittsburgh and Allegheny County that its Executive Director and other proper officers are authorized to issue a not to exceed \$30,800 change order to Langan Engineering for additional design services; 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, a request for authorization to issue a \$6,250 change order to Civil & Environmental Consultants for survey work.

Mr. Straley stated that Authority staff has been working with CEC for years to establish easements and legal descriptions pertaining to several facets of the Consol Energy Center site, such as sewer line easements, water line easements, Washington Plaza property line and road vacations. Authority staff has requested two subdivision plans on the site to divide areas of multiple tax parcels into two and provide them single lot and block identity. These plans meet the requirements of the Department of City Planning. A portion of this change order will be reimbursed by the Urban Redevelopment Authority, the rest will be provided by the New Arena Site Preparation budget.

After asking for questions and hearing none, Senator Fontana asked for a motion to approve. On a motion duly made, seconded, and unanimously carried, the following resolution was approved:

#### **RESOLUTION NO. 4992**

**RESOLVED** by the Sports & Exhibition Authority of Pittsburgh and Allegheny County that its Executive Director and other proper officers are authorized to issue a \$6,250 change order to Civil & Environmental Consultants for survey work; 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 asked if any members of the audience would like to address the Board or comment on the agenda. Hearing none, he asked for comments from the Board members. Mark Hornak asked that the minutes from today's meeting reflect that at his request, an executive session was held with the Board immediately prior to the meeting today. The purpose of the

executive session was to provide the Authority Board and senior staff confidential legal advice including on matters asserted in litigation, specifically the case of Preservation Pittsburgh et. al. v. Mary Conturo et. al., pending in the United States District Court.

There being no further 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 12:14 P.M.



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Mark R. Hornak  
Assistant Secretary