

MINUTES OF THE MEETING
OF THE BOARD OF THE
SPORTS & EXHIBITION AUTHORITY OF PITTSBURGH
AND ALLEGHENY COUNTY
HELD THURSDAY, OCTOBER 11, 2018
AT THE DAVID L. LAWRENCE CONVENTION CENTER
PITTSBURGH, PENNSYLVANIA
COMMENCING AT 10:34 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, October 11, 2018 commencing at 10:34 A.M. E.S.T.

Members of the Authority

Present: Sen. Wayne Fontana, Chairman
Councilman Anthony Coghill, Member
Michael Dunleavy, Member
Councilman Nicholas Futules, Member
Rev. Glenn Grayson, Member
Sala Udin, Member (via phone)
Jill Weimer, Member

Also Present: Mary Conturo, Doug Straley, Rosanne Casciato, Taylor Blice, Steve Morrison, Rifat Qureshi, Sharon Mink, Simona Loberant, Rachel Cohen and Maggie Pike of the Authority; Morgan Hanson, Solicitor; Clarence Curry of CF3 Management; Bob McClintock, Tim Muldoon, Ryan Buries, Joseph Garcia, Conor McGarvey, Kevin Mielcarek, Kevin Fonner and Hiedi Strothers of SMG; J. J. McGraw of the Pittsburgh Pirates; and Paul Van Osdol and Kendall Cross of WTAE.

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 September 13, 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 Johnson Controls Fire Protection LP for \$40,160, per year, to provide inspection of fire protection equipment.

Mr. Ryan Buries explained that the fire protection systems at the David L. Lawrence Convention Center (DLCC) are comprised of multiple systems including: fire extinguishers, standard wet & dry sprinkler systems, a fire pump, specialty cable deluge systems, oscillating water cannons, and advanced IR & VESDA monitoring devices. These systems include technically sophisticated as well as "low tech" elements, all of which must work in concert with each other to provide adequate protection for the Convention Center. City code requires testing and inspection of all components at varying intervals (annual, quarterly, weekly) for the various systems. The DLCC has been completing these inspections through the use of four to five different vendors on an as-needed basis.

In 2018, the City and County pooled resources and issued a joint-purchasing RFP to solicit proposals for provision of these services. The SEA participated in this RFP for the Convention Center. Two companies submitted responsive proposals. Ryan Buries and Taylor Blice scheduled meetings for scope review, which resulted in a lower price than initially submitted by Johnson Controls. SMG recommends that a five-year agreement be entered into with Johnson Controls Fire Protection LP for Fire Protection System Testing and Inspection Services. The annual fee will remain unchanged for the duration of the five-year term and without escalation. SMG recommends this contract because the price is comparable to what is

currently paid, and with no escalation costs, which will provide savings in the future, since SMG has seen 15% to 20% escalation annually with the current vendors.

Testing and inspection of the Ansul Fire protection systems will be maintained through Levy, the food and beverage provider of the Convention Center, which shares testing reports with SMG.

The agreement would begin on January 1, 2019 with the five-year term expiring on December 31, 2023.

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. 5567

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 Johnson Controls Fire Protection LP for \$40,160, per year, to provide inspection of fire protection equipment; 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 TSB Inc. d/b/a Schultheis Electric in a lump sum amount of \$24,275 for installation of electrical connections for networking lounge.

Mr. Buries explained that in 2016, the Board approved a contract for renovations to the East Lobby. That project included furniture with powered tables to be used as a networking/work area/electronics charging station for attendees. This type of networking lounge area has become a standard feature expected by show managers and convention attendees. At the September 2018 Board meeting, the Board approved a purchase order for furniture to create a networking lounge area on the south end of the 3rd Floor. At that time the Board was informed that an affiliated

project to install electrical connections for the powered furniture was being publicly bid and would be presented at the October Board meeting.

Pursuant to our existing open-ended architectural services agreement, DRS Architects was authorized, with Santangelo & Lindsay as the electrical sub-consultant, to create a design package.

A public bid was advertised in the Pittsburgh Post-Gazette, New Pittsburgh Courier, and on the SEA website. The notice to bidders was sent directly to 80 electrical contractors. Three contractors submitted bids, with Schultheis Electric as the low responsible bid.

The project will begin upon authorization and execution of the agreement. It is expected to take 3-5 weeks to complete and will be scheduled so as not to conflict with events.

There is 7.4% WBE participation on this contract.

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. 5568

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 TSB Inc. d/b/a Schultheis Electric in a lump sum amount of \$24,275 for installation of electrical connections for networking lounge; and further that the proper officers and agents of the Authority are authorized and directed to take all action and execute such documents as are related and proper to effectuate the terms of this Resolution.

Senator Fontana introduced the next item, authorization to enter into an agreement with Eastern Sign Tech, LLC in a not-to-exceed amount of \$1,361,319 for the fabrication and installation of new static and digital interior signage.

Mr. Conor McGarvey explained that at the February 2018 SEA Board meeting, an agreement with KMA Design was authorized for the layout and design of a comprehensive digital and static signage package. Based on KMA's recommendation, the work will be procured in two pieces. The first piece procured was digital content development and management. The second part is the fabrication and installation of signage (digital and static). At the August 2018 SEA Board meeting, 22 Miles, Inc. was approved for the first piece, the digital signage content development and management.

This project is to contract for the second piece, the static and digital signage fabrication, installation, wiring, and demolition and removal of existing signage. The bid package for the work was issued on August 8th. It was advertised on the SEA website, on BidPrime, which is a National RFP network, in the Pittsburgh Post-Gazette, and in the New Pittsburgh Courier.

The notice was sent to approximately 80 companies with an emphasis on notifying electrical companies that would be needed as subcontractors. Seven companies attended the pre-bid meeting. Four bids were received. A scope review was completed with the low bidder. Following the review, they requested to remove their bid from consideration as it was incomplete. The next lowest bidder was Eastern Sign Tech, LLC with a base bid of \$1,361,319. A scope review was held. Their bid was comprehensive and is recommended for approval.

This project will be completed in two phases. Phase 1 and 1A of the project include purchase and installation of digital and static signage for Convention Center meeting rooms and elevators, and overhead directional wayfinding signs. Phases 1 and 1A are expected to be completed by December 17, 2018. As Phase 1 and 1A approach completion, 22 Miles will begin integration of the digital content.

Phase 2 of the project consists of the purchase and installation of all remaining signage, including overhead static, restrooms, emergency exits, exhibit hall entrance signage, vinyl graphics, and no smoking signs. The deadline for completion of Phase 2 is April 1, 2019, which would complete the entire project.

For this project, Alternate #2 was selected, which includes a higher resolution digital signage for above the exhibit halls. This resulted in a cost reduction of approximately \$6,700.

Throughout the process, SMG identified a total savings of approximately \$125,000 in value engineering to the initial scope of the project.

Warranties include three years on static signage workmanship, labor and materials, and a one-year warranty on digital components.

Eastern Sign Tech will be using Octo Design Group, which is a WBE, in the amount of \$50,000, or 4% of the total contract. They will also be utilizing ImbuTec, a local MBE firm, for all electrical and data related services for the electronic signage. The total cost of the MBE part of the contract is approximately \$200,000.

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

Councilman Anthony Coghill asked for clarification on the term "static" sign.

Mr. McGarvey explained that the digital signage is electronic, similar to a monitor where the displays can be programmed specifically for each event. Static signage is traditional, for example, restroom signage, meeting room signage, and wayfinding where it points you to, for example, the ballroom. It's not going to include a digital element, but be a regular, "old-fashioned" sign.

Councilman Coghill asked if the bid selection process begins with identifying the lowest bid and then determining if it is qualified.

Mr. McGarvey explained that they looked at complete bids. However at scope review with the initial low bidder, it became clear that the bid did not include several items of the project; thus it was considered incomplete since they did not meet the full scope.

Councilman Nicholas Futules asked if there is an estimate for how many signs are included in the project.

Mr. McGarvey explained that currently the project includes 90 total digital signs. Each meeting room is going to have a digital element outside of it. In addition to that, there will be 12 overhead signs that are going to be both digital and static. There will be other static signs throughout the building, including ADA signs that will be outside meeting rooms, restrooms, utility rooms, and emergency exits. The total number of signs is a few hundred, but the digital signs total approximately 90 signs.

Councilman Futules asked if this project includes replacing some of the old signs and adding some where there were no signs before.

Mr. McGarvey explained that this project is to replace everything that is currently in the building as it relates to static and ADA signs, and the overall signage will be upgraded with the addition of the digital elements.

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. 5569

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 Eastern Sign Tech, LLC in a not-to-exceed amount of \$1,361,319 for the fabrication and installation of new static and digital interior signage; 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 CleanRiver Recycling Solutions in a lump sum amount of \$76,020 for purchase of 28 large waste receptacles and 38 medium waste receptacles.

Mr. McGarvey explained that during the original outfitting of the Convention Center, 110 sets of waste receptacles were purchased. Those include receptacles for waste to landfill, and receptacles designed for two streams of recycling. They are used inside the building meeting rooms, exhibit halls, and concourses. In September of 2017, the Board approved the purchase of 42 large waste receptacles to replace units on the first and second levels of the Convention Center.

The remaining 70 sets of receptacles are 16 years old, and do not represent the current sustainability best practices that the Convention Center employs. The current three-stream practice maximizes waste diversion by having users divide waste into recyclables, compostables, and waste to landfill.

A request for bids was issued to replace the outdated and distressed waste receptacles. The base bid was to furnish and deliver 20 large and 24 medium-sized waste receptacles. The Convention Center also requested per unit pricing for eight large and 14 medium additional units for the project. The large receptacles would be placed in pre-function areas and the medium units would be used in the meeting rooms throughout the DLCC.

The project was publicly bid. It was advertised in the Pittsburgh Post-Gazette, the New Pittsburgh Courier and on the SEA website. Two companies submitted bids, with CleanRiver Recycling Solutions as the lowest responsible bidder.

Delivery time is expected to be approximately 8-10 weeks after the design has been approved and the purchase order has been executed.

The waste receptacles have a three-year warranty and will be located on the 3rd and 4th levels of the DLCC. CleanRiver Recycling Solutions will be utilizing a WBE freight firm to deliver the receptacles from the manufacturing facility.

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

Councilman Futules asked if the use of these new trash containers will help realize any cost savings for the Convention Center.

Mr. McGarvey explained that the Convention Center currently sorts waste back of house to maximize the amount of compostable waste and recyclable waste that goes out. The current system functions so that everything that can't be recycled goes into one container and everything that can be recycled goes into another. The Convention Center will sort everything that can't be recycled to see what can be composted or turned into nutrient-rich compost and will then send it out. There is a very low threshold for contamination for both of the waste streams, so SMG anticipates that there will still have to be some hand sorting performed, but a significantly less amount of time will be spent on the sorting of the waste.

Councilman Futules asked in regard to the organizations that have a contract with the Convention Center for waste removal if there is any type of reduction in cost for the removal of the waste for recycling.

Mr. McGarvey confirmed that there are currently four different vendor contracts for three different waste streams related to recycling and compostable waste. SMG has economized through these four contracts over the years. Hauling costs can be expensive. But, SMG has seen the return on the recyclables reduced significantly in the last six years or so. For example,

organizations in the United States are no longer shipping their recyclables overseas. Firms are trying to process recyclables locally. So, SMG is still offsetting its costs, but not making a lot of money on it.

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. 5570

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 CleanRiver Recycling Solutions in a lump sum amount of \$76,020 for purchase of 28 large waste receptacles and 38 medium waste receptacles; and further that the proper officers and agents of the Authority are authorized and directed to take all action and execute such documents as are related and proper to effectuate the terms of this Resolution.

Senator Fontana introduced the next item, authorization to enter into an agreement with Burns Industrial Equipment in the amount of \$54,700 for purchase of an electric forklift with charging station.

Mr. Joseph Garcia explained that the Convention Center currently has two forklifts. In November 2017, the Board approved the purchase of a Yale electric forklift to replace our Hyster 80 Forklift which was original equipment to the building. This proposed purchase will replace the Hyster 60 Forklift which is also original to the building. There is no applicable warranty remaining on the Hyster 60 forklift and it has exceeded its useful life. This forklift is a vital piece of equipment to the building. It is used on a daily basis to help in the set-up of the majority of exhibit halls and for most show move-ins.

On September 18th 2018, the project was publicly bid. It was advertised in the Pittsburgh Post-Gazette, the New Pittsburgh Courier and on the SEA website. Bids were received from

three different companies and Burns Industrial Equipment was selected. The bid includes the base bid for the new electric forklift with Alternate #2 which is a five-year extended warranty.

Burns Industrial Equipment is able to meet the December 1, 2018 delivery date. The new forklift will also help streamline future maintenance by having both building forklifts being the same brand (Yale forklifts) which will help save on costs, for example, being able to use both chargers with the same forklift. This will also provide a zero emissions for alternative indoor and outdoor applications.

The Yale has a 12-month / 2,000-hour manufacturer's warranty with a 24-month / 4,000 hour manufacturer's powertrain warranty. SMG recommends obtaining the extended five-year maintenance program.

The existing Hyster 60 forklift will be auctioned off on GovDeals.com.

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

Councilman Futules asked the following: since the old forklift is at the end of its useful life, is there a trade-in value?

Mr. Garcia explained that a trade-in value was offered but SMG did not consider it a fair value, and recommends that it instead be auctioned on GovDeals.com.

Rev. Glenn Grayson asked what the life expectancy is for a forklift.

Mr. Garcia explained that depending on use, the life expectancy is between 15 and 20 years, but it varies based on hours used. For example, the current Hyster 60 forklift that the Convention Center owns has 9,000 total hours on it, which is extremely high use. When the Hyster 80 forklift was traded in last year, it had 3,000 hours, which was also from 2004. Mr. Garcia stated that SMG expects 15 years of usage with the new forklift.

Councilman Coghill asked for some examples of usage of the forklift.

Mr. Garcia explained that the forklift is used to move in chairs from exhibit halls to various storage areas, moving in tables and moving in shows.

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. 5571

RESOLVED by the Board of 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 Burns Industrial Equipment in the amount of \$54,700 for purchase of an electric forklift with charging station; and further that the proper officers and agents of the Authority are authorized and directed to take all action and execute such documents as are related and proper to effectuate the terms of this Resolution.

Senator Fontana introduced the next item, authorization to enter into an agreement with United Rentals in the amount of \$11,120 for purchase of an electric scissor lift with charger.

Mr. Garcia explained that the Convention Center currently has five scissor lifts which are used for various tasks through the building. This purchase will increase the number of scissor lifts from five to six. They have various heights and various widths. Most of the widths are 32 inches wide and heights range from 15 to 40 feet. This proposed purchase is a 30-inch wide and 19-foot high scissor lift. This will allow the lift to maneuver in different areas of the building that are difficult to reach due to narrow width, to pass through single doorways and through and in other hard to reach areas. The building's scissor lifts are used for multiple purposes throughout the building, including being used by third-party contractors, and by the maintenance department (changing lightbulbs or ceiling tiles, etc.). There is a cost savings associated with allowing third party contractors to use the building's scissor lifts (thus avoiding having to rent equipment). Having a sixth lift in the inventory will be very helpful in meeting the various building needs.

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

Councilman Coghill asked if the forklift company does not also make scissor lifts.

Mr. Garcia explained that Yale does not make scissor lifts. The project was sent out for public bid and four different bids were received. United Rentals, Priority Equipment, PennWest and Burns Industrial all submitted bids. They submitted bids for a JLG lift which is what was stated in the bid specification.

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. 5572

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 United Rentals in the amount of \$11,120 for purchase of an electric scissor lift with charger; and further that the proper officers and agents of the Authority are authorized and directed to take all action and execute such documents as are related and proper to effectuate the terms of this Resolution.

Senator Fontana introduced the next item, authorization to enter into an agreement with Dagostino Electronic Services, Inc. in the amount of \$18,080 for new and replacement security cameras and installation.

Mr. Steve Morrison explained that this is part of the Convention Center's usual upgrade of cameras on an annual basis. SEA staff and SMG reviewed the existing cameras and made recommendations for additional cameras as well as replacements for existing cameras.

The opportunity was advertised on the SEA website. Three vendors were solicited for quotes. A walkthrough of the project was conducted and two final quotes were received. The Dagostino quote was slightly less than the Horizon quote.

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. 5573

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 Dagostino Electronic Services, Inc. in the amount of \$18,080 for new and replacement security cameras and installation; 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 Allegheny City Electric in a not-to-exceed amount of \$82,100 for lighting replacement in stairwells and elevator lobbies.

Ms. Simona Loberant explained that this project covers three groups of lighting at the North Shore Garage that are in need of replacement. There is i) lighting outside of the elevators, ii) lighting in the stairwells and iii) two types of lighting on the exterior of the building. All are original to the building's construction and at the end of their useful lives. The existing lighting will be replaced by energy efficient LED lighting.

The notice for the project was published on the SEA's website, in the New Pittsburgh Courier, and the Pittsburgh Post-Gazette. Additionally, there was a list of 20 contractors that were contacted directly via email or phone call to notify them of the project. Six bids were received on September 5, and SEA staff recommends Allegheny City Electric as the low bidder in an amount not-to-exceed \$82,100.

The project will be eligible for approximately \$5,200 in Act 129 rebates from Duquesne Light. It is estimated that the SEA will see energy savings of at least \$4,500 per year.

The fixtures will have a five-year warranty. Any items that are removed from the building will be either recycled through Scott Electric, or if they are still usable, donated to Construction Junction. The SEA expects MBE participation of 25.9% and 8.6% WBE participation.

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. 5574

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 Allegheny City Electric in a not-to-exceed amount of \$82,100 for lighting replacement in stairwells and elevator lobbies; 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 10:58 A.M.


Mary Conturo
Assistant Secretary

