

MINUTES OF THE MEETING
OF THE BOARD OF THE
SPORTS & EXHIBITION AUTHORITY OF PITTSBURGH
AND ALLEGHENY COUNTY
HELD THURSDAY, JUNE 9, 2016
AT THE DAVID L. LAWRENCE CONVENTION CENTER
PITTSBURGH, PENNSYLVANIA
COMMENCING AT 10:35 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 at the David L. Lawrence Convention Center in Pittsburgh, PA 15222, on Thursday, June 9, 2016 commencing at 10:35 A.M. E.S.T.

Members of the Authority

Present: Senator Wayne Fontana, Chairman
Councilman Dan Gilman, Member
Sala Udin, Member
Michael Dunleavy, Vice-Chairman
Reverend John Welch, Member

Absent: Jill Weimer, Member
Councilman James Ellenbogen, Member

Also Present: Mary Conturo, Doug Straley, Taylor Blice, Rosanne Casciato, Rifat Qureshi, Clarence Curry, and Allison Botti of the Authority; Morgan Hanson, Solicitor; Tim Muldoon, Linda Mihalic, Ryan Buries, and Kevin Fonner of SMG; George Meehan of Levy Restaurants; Carrie Mannino, shadowing Councilman Gilman; 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. Senator Fontana confirmed that Reverend John Welch was attending via telephone and he could hear the other Board Members and the Board Members could hear him. 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. Hearing none, he continued on to the next item on the agenda, approval of the minutes from the meeting of May 12, 2016. A motion was made, seconded, and unanimously approved.

Senator Fontana continued onto the next item on the agenda under David L. Lawrence Convention Center, a request for authorization to enter into a contract with Wayne Crouse, Inc. in an amount not-to-exceed \$22,100 for replacement of a backflow valve at the waste water treatment plant.

Mr. Ryan Buries explained that the backflow valve located on the PWSA line, which serves as a backup feed for the waste water treatment plant, prevents grey water from flowing back into the domestic water supply. During the course of the project, the backflow valve was determined to be in need of replacement. The valve is from original construction and there is no applicable warranty.

An advertisement was placed in the Pittsburgh Tribune-Review and the Courier as well as on the SEA website. Additionally, the bid notice was sent directly to six plumbing contractors. A pre-bid meeting was held on June 1, 2016, with two firms, including one MBE firm in attendance. Four bids were received on June 6, with Wayne Crouse, Inc. submitting the lowest responsible bid of \$17,900. The bid included an alternate for working evening or Sunday work, as the domestic water would have to be shut down to the building to make the repair. Hourly rates were received by Wayne Crouse, Inc. and will be used up to their alternate pricing of \$4,200.

Upon authorization and execution of the contract, the work will be scheduled as soon as the events schedule allows. The work is expected to take eight to ten hours to complete. There

is a one year warranty on the work. The valve has a useful life of twelve to fifteen years. There is 16% MBE 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. 5405

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 contract with Wayne Crouse, Inc. in an amount not-to-exceed \$22,100 for replacement of a backflow valve at the waste water 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 continued on to the next item, a request for authorization to issue a contract amendment with Pittsburgh Electric Motor Repair, Inc. in a lump sum amount of \$5,300 for repair of condenser pump #5 at the DLCC Chiller Plant.

Mr. Buries explained that Veolia North America manages the Chilled Water Plant on behalf of the Authority. The condenser water pump pumps water from the plant to the cooling towers on the roof. This allows the water to discharge accumulated heat through evaporation. Regular maintenance and repair of the pumps ensures they continue to operate at peak efficiency.

A notice was placed on the SEA website and quotes were solicited from four contractors. Pittsburgh Electric Motor Repair, Inc. submitted the lowest quote. The pump is original to the plant and there is no valid warranty. The project will be completed upon approval and execution of the contract amendment. The work is expected to take two to four weeks to complete, with a ninety-day warranty on the work and the useful life is ten years.

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. 5406

RESOLVED by the Sports & Exhibition Authority of Pittsburgh and Allegheny County that its Executive Director and other proper officers are authorized to issue a contract amendment with Pittsburgh Electric Motor Repair, Inc. in a lump sum amount of \$5,300 for repair of condenser pump #5 at the DLCC Chiller 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 contract with Trimark Marlinn, LLC in a lump sum amount of \$32,603 for purchase of a combination oven/steamer replacement for use in the Convention Center kitchen.

Mr. George Meehan explained that Levy Restaurants at the Convention Center is requesting the purchase of a new combination oven to replace one, of two remaining oven units, that is thirteen years old and no longer work properly. One of these ovens was replaced in August 2014, and the old oven was kept for parts to repair the third oven. When all three combination ovens are working together at full capacity, it keeps food production and event timing in sync, which is crucial when serving hot food to large events. With the addition of the second new combination oven, we will have two ovens that will have steaming capabilities, and the third oven will be kept functional with existing parts from the two ovens we will replace. We are expecting to replace the third oven within the next year.

Four companies submitted quotes: Douglas Equipment, Tri-State Equipment, Grady's Food Service Equipment, and TriMark Marlinn, LLC. TriMark Marlinn is recommended based on having submitted the lowest responsible bid. The oven comes with a two-year warranty, and will be installed by SMG. An installation startup check and training from the equipment manufacturer is also included. There is no MBE/WBE participation associated with this contract. The oven will be paid for from the Food & Beverage Capital Reserve Fund.

Senator Fontana asked if there were any questions from the Board. Councilman Dan Gilman asked if we auction or sell any equipment we no longer use or replace. Ms. Mary Conturo responded that in the past, we have participated in auctions for larger projects such as the Civic Arena demolition. However, for this project, we are planning to keep the parts of the old oven to re-use them, but we will keep suggestion in mind for future projects. Councilman Gilman commented that it might be beneficial to the Authority to look into a cooperation agreement to work with the City to participate in auctions. Ms. Conturo thanked Councilman Gilman for his suggestion.

Mr. Sala Udin asked if the third oven is the same age as the other two ovens. Mr. Meehan responded that there are currently two ovens that are thirteen years old. We are replacing one oven. For the third oven, we will be re-using parts from the oven we replaced in 2014 and the oven we will replace now. We are hoping to replace the third oven within the next year. Mr. Udin also asked if we were to purchase two ovens, if we would be saving more money instead of just purchasing one oven. Mr. Meehan replied that the purchase of one oven was in the budget for this year, but he would look into the economics of purchase of a second oven at this time. Per Ms. Conturo, the Board will be advised if there is benefit to purchasing both at this time, and if so, a further authorization will be obtained from the Board.

Senator Fontana asked if there were any other questions from the Board, and 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. 5407

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 contract with TriMark Marlinn, LLC in a lump sum amount of \$32,603 for purchase of a combination oven/steamer for use in the Convention Center kitchen; 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 continued on to the next item, a request for authorization to enter into a contract with Modjeski and Masters, Inc., in an amount not-to-exceed \$96,086, to be billed based on time and materials, including reimbursable expenses, to perform the roof cable system inspection.

Ms. Linda Mihalic explained that inspection of the structural cable system is required every three years. Previous inspections of the roof cable system were conducted in 2007, 2010, and 2013. A request for proposals for the 2016 inspection was advertised in the Pittsburgh Tribune-Review and the Courier, and on the SEA website. Five firms attended a mandatory pre-proposal meeting on April 25, and two firms submitted proposals. The review team selected Modjeski and Masters, Inc. (M&M) because they 1) provided the lowest not-to-exceed price for the 2016 inspection, 2) demonstrated experience in safety and detailed inspections on complex cable structures both locally and across the country, 3) are thoroughly familiar with the Convention Center cable system, having been engaged as our consultant previously in the last structural cable inspection, and 4) submitted favorable MBE/WBE participation percentages.

The inspection will be completed over the course of approximately eight weeks in late summer 2016, and will be scheduled in coordination with ongoing Convention Center operations and event schedules. The work for the inspection will be billed based on an hourly time and materials basis. The contract includes a commitment of 21% MBE by using Cosmos Technology Consultants for technical services; and 9% WBE by using All Access Rigging Company for inspection equipment. The Authority's Senior Diversity Coordinator has reviewed the information.

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. 5408

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 contract with Modjeski and Masters, Inc., in an amount not-to-exceed \$96,086, to be billed based on time and materials, including reimbursable expenses, to perform the roof cable system inspection; 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 Parking; a request for authorization to consent to a parking license agreement between ALCO Parking and Northbank Hotel Group, LP, to provide a non-exclusive use of parking spaces in Green Lot 21, Green Lot 22, and Green Lot 23 for parking for a planned hotel.

Mr. Rifat Qureshi explained that Northbank Hotel Group (Developer) is planning to develop a ten-story, 130-room hotel on the property north of the Allegheny LRT Station, which is west of Heinz Field. The property has an existing five-story building and the Developer is

proposing to add five additional floors to create the ten-story hotel. The hotel project was approved by the City Planning Commission in May 2016, with the condition that a valet parking agreement be presented to City Planning for review and approval prior to issuing a building permit.

ALCO Parking is the Authority's parking operator for surface lots known as Green Lots 21, 22, and 23 near the proposed hotel site. The Authority owns all three and, totals 508 spaces. The Developer requested from ALCO non-exclusive use of 129 parking spaces in support of valet parking for the future hotel; one space for each hotel guest room, including at least four handicapped spaces. ALCO recommends providing non-exclusive use of parking spaces in the Green Lots. The agreement will be between ALCO and the Developer, with the consent of the Authority. This arrangement is similar to other hotels on the North Shore.

The term of the agreement is for twenty years, with options to extend for two additional terms of five years each, at the Developer's discretion. With respect to the license fee, the fee will be based on a blended market rate of daily and event rates, as calculated by ALCO. The fee will be mutually agreed upon between ALCO and the Developer prior to the hotel opening, in an initial amount up to \$18 per parking space, per day or portion of a day, for spaces used or spaces reserved for football game days. The license fee will be reviewed annually and approved by the Authority. With respect to use of the spaces for Pittsburgh Steelers or University of Pittsburgh football game days, the Developer will reserve spaces annually in advance and prior to the commencement of the football season. For use for other events held at PNC Park, Heinz Field (other than football game days), and/or Stage AE, the Developer will contact ALCO no later than 2:00 P.M. the day prior to event on how many hotel guests have booked rooms and will need

access to parking spaces. Payment for those spaces will be monthly based on the actual number of spaces used in previous month.

A real-time tracking and reporting system will be developed by the Developer and ALCO, and will be in place sixty days prior to the hotel opening. Costs related to initial modifications to existing Green Lots parking equipment to accommodate valet service will be split between ALCO and the Developer. For other improvements, the Developer may, at its sole cost, install and maintain any ALCO approved landscaping, fencing, and lighting/video surveillance equipment. ALCO at its sole cost and effort, shall keep parking areas paved and in good order, including striping, removal of snow and ice, etc. ALCO and the Developer will split the cost of maintaining parking equipment. Any damage to equipment by hotel employees, invitees, contractors, agents, and/or hotel guests will be borne by the Developer.

If the Green Lots are no longer available for parking, ALCO and the Authority will work in good faith to relocate the same number of parking spaces to another Authority and/or ALCO owned parking lot within a reasonable distance. If spaces are not available, then the Developer may terminate the agreement. With respect to schedule, the Developer is currently in the design phase. Construction for the hotel is expected to commence in the first quarter of 2017.

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. 5409

RESOLVED by the Sports & Exhibition Authority of Pittsburgh and Allegheny County that its Executive Director and other proper officers are authorized to join in or consent to a parking license agreement between ALCO Parking and Northbank Hotel Group, LP, to provide non-exclusive use of parking spaces in Green Lot 21, Green Lot 22, and Green Lot 23 for parking for a planned hotel; 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 continued on to the next item a request for authorization for a five-year maintenance agreement with HUB Parking Technology USA Inc. for the North Shore Garage, Convention Center Garage, 10th & Penn Lot, and Green Lot 21 revenue control equipment.

Mr. Qureshi explained that the revenue control equipment and software used at the facilities is made and maintained by HUB Parking Technology, formerly known as CTR Systems Incorporated. The HUB equipment has been at the garages since their opening and was also added to the surface lots. The equipment software is proprietary to HUB and it cannot be serviced by other vendors. The Authority previously approved maintenance agreements for the HUB equipment and software at North Shore Garage and the Convention Center Garage in 2005, and extended it in 2011. For the 10th & Penn Lot and Green Lot 21, new gate equipment was added with maintenance charges starting in 2011 and 2014 respectively.

Maintenance services include, but are not limited to, repair or replacement of parts, preventative maintenance, standard software upgrades, help desk diagnostics and technical assistance, among others. Discounts on new software purchases and re-training are provided as needed.

With respect to the annual maintenance rates, the rates have remained the same since the beginning of each of the maintenance agreements. The proposed annual maintenance cost for

the Convention Center Garage is \$18,015; \$2,145 for the 10th & Penn Lot; \$10,000.08 for North Shore Garage; and \$1,417 for Green Lot 21. ALCO is the Authority's operator for these facilities, and will enter into the agreements on the Authority's behalf. ALCO has recommended a five-year agreement commencing on July 1, 2016. Assignment language is included in the agreements to ensure that if a new parking operator is selected, the new operator will assume the HUB agreements.

Senator Fontana asked if there were any questions from the Board. Mr. Udin asked if we regularly inquire with ALCO, HUB, or other contractors, the diversity in their MBE/WBE labor force. Ms. Conturo responded that this is not a standard item in our request for proposals process, but we could add it to the procedure. Mr. Udin recommended that the contractors should report the diversity of their labor force to the Authority on a regular basis.

Councilman Gilman commented that it seems logical to continue to extend the maintenance contracts with HUB as long as we are satisfied with the equipment, instead of purchasing a new system from another contractor. He recalled a recent authorization approved by the Board for a significant amount of money to fix the equipment.

Mr. Doug Straley explained that the normal protocol is that when we originally bid the equipment, we ask for a long-term maintenance agreement to cover the useful life of the equipment, however HUB is charging the same rates they did in previous years. He said the North Shore Garage equipment is thirteen years old and has lasted past its expected useful life of ten years. It is expected that we will need to purchase new equipment within the next five years. Mr. Qureshi confirmed the agreement can be terminated at no expense to the Authority.

Senator Fontana asked if there were any other 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. 5410

RESOLVED by the Sports & Exhibition Authority of Pittsburgh and Allegheny County that its Executive Director and other proper officers are authorized to consent to a five-year maintenance agreement with HUB Parking Technology USA Inc. for the North Shore Garage, Convention Center Garage, 10th & Penn Lot, and Green Lot 21 revenue control 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 continued on to the next item, a request for authorization to enter into an amendment to agreement with Geese Police of Western Pennsylvania in an amount not-to-exceed \$17,000 for geese control services at North Shore Riverfront Park.

Mr. Taylor Blice explained that in January of 2015, the SEA advertised a request for proposal for geese control services utilizing dogs. On May 7, 2015, the Board approved a contract in the amount of \$14,500 with the Geese Police. Over the past year, the SEA staff observed that the geese population has dramatically reduced. Supporting this observation are the Geese Police monthly reports submitted to the SEA showing a daily count of the geese observed on the North Shore Riverfront Park. The original proposal was for geese control services for 2015 and 2016. The SEA staff is recommending an amendment to the existing Geese Police contract to provide for services during 2016 at the same rate of \$500 per week for a total cost not-to-exceed \$17,000. They will continue to patrol two to four times per day at various times. They will also continue to provide monthly reports to track the time of day and the number of geese on site during their visits to the park.

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. 5411

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 amendment to agreement with Geese Police of Western Pennsylvania in an amount not-to-exceed \$17,000 for geese control services at North Shore Riverfront Park; 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 continued on to the next item on the agenda under SEA Operating; a request for authorization to bind property, liquor liability, workers compensation, public officials and crime insurance for July 1, 2016 to June 30, 2017 at a cost not-to-exceed \$307,654 plus processing and workers compensation auditing fees.

Ms. Rosanne Casciato explained that Willis of Pennsylvania is currently in the third year of a three-year term as the insurance broker for the Authority. They have obtained quotes for all insurance and are recommending the following program for the upcoming year. The total insurance cost is \$308,000 and is \$3,361, or 1.1% greater than last year. The property insurance has had a rate guarantee for the last three years, however coverage for the WWII Memorial was added, increasing the cost \$378.

General and umbrella liability insurance increased 2% due to work on the Lower Hill Project, venue exposure to terrorism and increased concussion exposures. Flood insurance is a national program with rates set by the National Flood Insurance program, which increased by \$84. Public officials insurance increased 4.39% due to increased revenues from operations.

Annually, in September the Workers Comp insurer audits the prior insurance year payroll records and based on the change in costs from July to June, additional costs may be incurred or reduced. Last September, we had an increased cost of \$152, based on the audit. The remaining insurances are with the existing carriers and costs were either flat or had small increases.

Senator Fontana asked if there were any questions from the Board. Mr. Udin asked Ms. Casciato to clarify umbrella insurance coverage. Ms. Casciato explained that the umbrella insurance acts an additional layer over the general liability insurance.

Senator Fontana asked if there were any other 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. 5412

RESOLVED by the Sports & Exhibition Authority of Pittsburgh and Allegheny County that its Executive Director and other proper officers are authorized to bind property, liquor liability, flood, general liability, automobile, umbrella, excess liability, workers compensation, public officials and workers compensation auditing 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.

Senator Fontana introduced the next item on the agenda, appointment of new members to the SEA Art Committee.

Mr. Straley explained that in 2012, the SEA Board reconstituted the SEA Art Committee in order to advise the SEA on items related to the public art collection and major aesthetic changes. The Art Committee is responsible for reviewing and making recommendations to the SEA Board regarding: gifted artworks, monuments and memorials, maintenance of existing

artworks, decommissioning of artworks, commissioning and acquiring new artworks, and advising on major aesthetic changes to any SEA facilities.

Currently, the Authority only has four members on the committee, because several members have had to step down due to changes in employment or changes in their schedules. In consultation with the committee, two new members are being recommended for approval by the Board.

The first is Brian Lang, who is the Curator of Corporate Art at BNY Mellon. He is responsible for managing BNY Mellon's corporate art collection, which is housed in BNY Mellon's offices in multiple countries, and spans four centuries of art. Prior to joining BNY Mellon, Brian worked with several contemporary art galleries, holding positions in both sales and gallery management. He has also worked as an independent advisor and curator, organizing exhibitions at both for-profit and non-profit galleries.

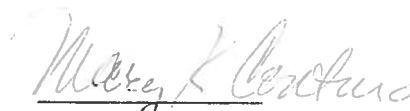
The other recommendation is Anne Kramer, who is a Senior Planner for Development Review at Pittsburgh's Department of City Planning. She staffs the Contextual Design Advisory Panel and leads the Staff Design Review process. Anne earned her Master's of Landscape Architecture from North Carolina State University and recently spent eight years as an Urban Designer and Planner with Durham City-County Planning Department in Durham, North Carolina, where she staffed the Design District Review Team and the Art Commission.

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. 5413

RESOLVED by the Sports & Exhibition Authority of Pittsburgh and Allegheny County that Anne Kramer and Brian Lang are hereby appointed to serve as members of the SEA Art Committee; 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 continued onto the final item on the agenda and asked if there were any questions from the Board or the audience. There being no comments or business, Senator Fontana asked for a motion to adjourn. Upon a motion duly made, seconded a unanimously carried, the meeting was adjourned at 11:00 A.M.


Mary Conturo
Assistant Secretary