

**STADIUM AUTHORITY OF THE CITY OF PITTSBURGH
BOARD MEETING
FRIDAY, FEBRUARY 25, 2022
2:01 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 February 25, 2022. Due to the COVID-19 pandemic and guidance from public health experts, the meeting was conducted remotely via the online conferencing platform, Zoom. Board members in attendance: Stanley Lederman, Chairperson; Reverend Brenda Gregg, Treasurer and Assistant Secretary; Steve Steingart, Secretary; Ralph Horgan, Member; and Keith Reed, Member; as well as Authority staff members: Mary Conturo, Doug Straley, Rhea L. Thomas, Rosanne Casciato, Jhason Dixon, Edith Ruiz, Courtney Stoots and Paul McDonald Jr. Also in attendance: Diane Wohlfarth, Solicitor, and Clarence Curry, Senior Diversity Coordinator.

Mr. Stanley Lederman called the meeting to order at 2:01 P.M. Thereafter, Ms. Diane 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. Mr. Paul McDonald Jr. 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 platform. Mr. Lederman confirmed that the agenda and meeting notice had been posted in advance. Mr. Lederman moved to the next item on the agenda.

2. Approval of the Minutes from the meeting of December 16, 2021

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 increase game day parking rate to \$25 for University of Pittsburgh football games at the following locations: Gold 1 Garage, West General Robinson Street Garage and North Shore Surface Lots 1, 2, 4, 5 and 7A-7J.

Mr. Doug Straley stated the Authority's parking facilities on the North Shore include Gold 1 Garage, West General Robinson Street Garage and North Shore Surface Lots: 1, 2, 4, 5 and 7A –

7J which are operated pursuant to either a management agreement or a lease arrangement between the Authority, the Sports & Exhibition Authority and Alco Parking. Alco Parking recommends to the Authority a \$5 increase in the University of Pittsburgh football game day rate. Currently, the rate is \$20, and Alco is recommending the rate be increased to \$25. This rate has not changed since 2015. The adjusted gross revenue estimated to be generated by the rate increase is \$38,945. The increased rate will be in effect for the upcoming season; however, the presold rate will not change, that will remain at \$20.

Mr. Lederman asked if the additional revenues will be restricted? Mr. Straley answered that the revenue will be used for the debt on the garages. Mr. Keith Reed asked if the occupancy rate of the parking spaces during game days was known? Mr. Straley responded that the majority of the parking is pre-sold through the University of Pittsburgh.

Mr. Ralph Horgan asked if the University of Pittsburgh had been informed of the rate increase? Mr. Straley stated the University of Pittsburgh was informed and does not object. Mr. Steve Steingart asked if the 25% rate increase is normal? Mr. Straley responded that the rates aren't modified regularly and the last time this rate was increased was 8 years ago.

Mr. Lederman asked if any board members had any other 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. 13 (2022)

RESOLVED by the Board of the Stadium Authority of the City of Pittsburgh that its Executive Director and other proper officers are authorized to increase game day parking rate to \$25 for University of Pittsburgh football games at the following locations: Gold 1 Garage, West General Robinson Street Garage and North Shore Surface Lots 1, 2, 4, 5 and 7A-7J; 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.

Mr. Lederman continued to the next item on the agenda.

- B. Authorization to enter into an agreement with Henderson Brothers for Insurance Broker and Risk Management Services at a fixed cost of \$15,000 for three years with an option to extend the agreement for two additional years at a fixed cost of \$10,000.

Ms. Rosanne Casciato stated that the Stadium Authority and the Sports & Exhibition Authority ("SEA"), both currently use Willis Tower Watson ("Willis") as an insurance broker and Henderson Brothers ("Henderson") as a risk management consultant. Under the existing structure, the Authorities did not pay Willis a direct fee, instead, they received a commission when insurance is procured. Under the current structure, Henderson is paid an hourly rate

through the SEA for their services. The current broker and risk management commitments and existing insurance policies are scheduled to expire July 1, 2022.

After considering various structures, in the hopes of securing better pricing, and aligning the brokers interests with that of the Authorities, it was decided to issue a Request for Proposals (“RFP”) combining both the broker and risk management services into a single fee-based agreement.

The Authority along, with the SEA, issued an RFP for these services in December 2021. The RFP was advertised in two newspapers, the Pittsburgh Builders Exchange, and on the SEA’s website. The Urban Redevelopment Authority (“URA”) assisted by advertising the RFP on its Twitter, LinkedIn, and Facebook postings. In addition, the opportunity was included in the social media postings of the Riverside Center for Innovation and the First Source Center. The RFP was sent to 19 potential proposers. A non-mandatory pre-proposal meeting was held on January 5, 2022, with two companies in attendance.

Ms. Casciato reported that 4 proposals were received. The insurance review committee interviewed 3 companies and recommends contracting with Henderson for the insurance period of July 1, 2022, to June 30, 2027. This recommendation is based on various factors including competitive pricing, the ability to reach the size markets the Authorities require to secure the insurance, prior favorable experience working with Henderson and their willingness to seek out and secure an MBE/WBE component to their proposal.

Henderson committed, in their proposal, to 5% WBE participation using Nova Safety and Health Consultants (“Nova”). During the interview process, Henderson committed to making every effort to further engage MBE/WBE firms to increase the amount to 10%. Clarence Curry, the Authority’s Senior Diversity Coordinator, has reviewed the participation plan.

Mr. Lederman asked if any board members had any questions.

Mr. Reed asked if Henderson’s actual MBE use is being tracked as opposed to the proposed participation rate?

Ms. Casciato confirmed that it will be tracked. She further explained that the prior agreement with Henderson did not have an MBE/WBE component. With respect to their proposal, we have already seen efforts to get Nova involved, they are already working on scheduling an appointment with the Authority’s Facilities Director.

Ms. Conturo added that this is an expanded role for Henderson and before the Authority used them on an hourly basis for limited advice.

Ms. Casciato stated Willis, the current broker, did not have any MBE/WBE engagement.

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. 14 (2022)

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 Henderson Brothers for Insurance Broker and Risk Management Services at a fixed cost of \$15,000 for three years (payable \$5,000/yr.) with an option to extend the agreement for two additional years at a fixed cost of \$10,000 (payable \$5,000/yr.); 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.

4. Public Participation

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

Mr. McDonald Jr. 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 platform.

Mr. Lederman asked if anybody had any comments or questions. Mr. Lederman asked for a motion to adjourn. The motion was seconded and unanimously carried.

5. Adjournment

The meeting was adjourned at 2:15 P.M.