

MINUTES OF THE MEETING
OF THE BOARD OF THE
SPORTS & EXHIBITION AUTHORITY OF PITTSBURGH
AND ALLEGHENY COUNTY
HELD THURSDAY, FEBRUARY 8, 2018
AT THE DAVID L. LAWRENCE CONVENTION CENTER
PITTSBURGH, PENNSYLVANIA
COMMENCING AT 10:37 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 Room 333 at the David L. Lawrence Convention Center in Pittsburgh, PA 15222, on Thursday, February 8, 2018 commencing at 10:37 A.M. E.S.T.

Members of the Authority

Present: Sen. Wayne Fontana, Chairman
Michael Dunleavy, Vice Chairman
Sala Udin, Secretary (via telephone)
Jill Weimer, Member (via telephone)
Rev. John Welch, Member

Also Present: Mary Conturo, Rosanne Casciato, Rosemary Carroll, Taylor Blice, Rifat Qureshi, Sharon Mink, Simona Loberant, Rachel Cohen and Maggie Pike of the Authority; Morgan Hanson, Solicitor; Clarence Curry of CF3 Management; Tim Muldoon, Ryan Buries, Conor McGarvey and Hiedi Strothers of SMG; J.J. McGraw and Bryan Stroh of the Pittsburgh Pirates; Phil Hundley of DRSarchitects; Bob Bauder of the Tribune-Review; Mark Belko of the Pittsburgh Post-Gazette; 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 confirmed that Mr. Sala Udin and Ms. Jill Weimer were attending via telephone, and that they could hear the other Board Members and the Board Members could hear them. 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 December 14, 2017. A motion was made, seconded and unanimously approved.

Senator Fontana continued on to the next item on the agenda, the election of officers. Rev. John Welch nominated Senator Fontana for Chairman, Mr. Michael Dunleavy for Vice Chairman, Mr. Udin for Secretary, Ms. Weimer for Treasurer, Ms. Mary Conturo for Assistant Secretary, Ms. Rosanne Casciato for Assistant Treasurer, and Mr. Hanson for Second Assistant Secretary. Senator Fontana called for a motion for the election of the persons nominated to the offices. 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 three-year agreement with DRSarchitects in a not-to-exceed amount of \$180,000, including reimbursable expenses to be billed on an hourly basis, to provide architectural services as needed for various projects.

Mr. Ryan Buries explained that in 2012 and 2015, the Authority authorized contracts for architectural services, structural engineering services, and mechanical, electrical and plumbing engineering services. These open agreements were for a three-year term to provide for an efficient means of undertaking smaller projects at the building. Under the contracts, a consultant is given a scope of work, and then provides a not-to-exceed fee proposal based on their fixed hourly rates, and the Authority and SMG determine whether or not to move forward. These contracts are non-exclusive in that the Authority is not obligated to use them and always has the option of procuring services through a different contract with a different architect or engineer. The term of the existing set of contracts is expiring in March, and it is recommended that a new set or extension be put in place.

A combined request for proposal (RFP) for the three different disciplines was written based on a City of Pittsburgh template. A sample of potential projects was included in the RFP. The RFP was issued on December 29, 2017 and was advertised in the Pittsburgh Post-Gazette, the New Pittsburgh Courier and on the SEA website. A non-mandatory pre-proposal meeting was held on January 10, 2018. Sixteen firms were in attendance at the pre-proposal meeting. Firms could provide proposals on one, two or three of the areas of expertise listed. Proposals were received on January 26, 2018. A review team was established that included Ryan Buries, Clarence Curry, Doug Straley, Taylor Blice and Simona Loberant.

Proposals for architectural services were received from five firms. The four firms that the review team short listed were interviewed.

The review team unanimously recommends proceeding with DRSarchitects for reasons which include the following: competitive hourly rates, qualifications of personnel assigned to this project, experience with other convention centers, universities and hotels, technical knowledge regarding the type of projects outlined in the RFP, knowledge of LEED and sustainable practices, and their MBE/WBE participation plan.

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. 5518

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 three-year agreement with DRSarchitects in a not-to-exceed amount of \$180,000, including reimbursable expenses to be billed on an hourly basis, to provide architectural services as needed for various projects; 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 approve a change order with Advantus Engineers, LLC for an additional three years, in a not-to-exceed amount of \$240,000, including reimbursable expenses to be billed on an hourly basis, to provide mechanical, electrical, and plumbing engineering services as needed for various projects.

Mr. Buries explained that this item is the second of the three disciplines as described in the previous authorization. The RFP was issued on December 29, 2017 and was advertised in the Pittsburgh Post-Gazette, the New Pittsburgh Courier and on the SEA website. A non-mandatory pre-proposal meeting was held on January 10, 2018. Sixteen firms were in attendance at the pre-proposal meeting. Firms could propose on one, two or three of the areas of expertise listed. Proposals were received on January 26, 2018. A review team was established that included Ryan Buries, Clarence Curry, Doug Straley, Taylor Blice and Simona Loberant.

Proposals for mechanical, electrical, and plumbing engineering services were received from five firms. The review team shortlisted two firms and then brought them in for a scope review. The review team unanimously recommends proceeding with Advantus based on their experience, staffing, knowledge of the Convention Center, MBE/WBE participation and their competitive rates.

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. 5519

RESOLVED by the Sports & Exhibition Authority of Pittsburgh and Allegheny County that its Executive Director and other proper officers are authorized to approve a change order with Advantus Engineers, LLC for an additional three years, in a not-to-exceed amount of \$240,000, including reimbursable expenses to be billed on an hourly basis, to provide mechanical, electrical, and plumbing engineering services as needed for various projects; 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 a three-year agreement with Wiss, Janney, Elstner Associates, Inc. in a not-to-exceed amount of \$240,000, including reimbursable expenses to be billed on an hourly basis, to provide structural engineering services as needed for various projects.

Mr. Buries explained that this item is the third of the three disciplines as described previously. The RFP was issued on December 29, 2017 and was advertised in the Pittsburgh Post-Gazette, the New Pittsburgh Courier and on the SEA website. A non-mandatory pre-proposal meeting was held on January 10, 2018. Sixteen firms were in attendance at the pre-proposal meeting. Firms could propose on one, two or three of the areas of expertise listed. Proposals were received on January 26, 2018. A review team was established that included Ryan Buries, Clarence Curry, Doug Straley, Taylor Blice and Simona Loberant.

Proposals for structural engineering were received from four firms. The review team shortlisted two firms and then brought them in for a scope review. The review team unanimously recommends proceeding with WJE for reasons which include the following: structural

knowledge of the Convention Center, qualifications of the personnel assigned to this project, technical knowledge regarding the type of projects outlined in the RFP, competitive hourly rates, knowledge of LEED and sustainable practices, and their MBE/WBE participation plan.

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. 5520

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 three-year agreement with Wiss, Janney, Elstner Associates, Inc. in a not-to-exceed amount of \$240,000, including reimbursable expenses to be billed on an hourly basis, to provide structural engineering services as needed for various projects; 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 AE7 in a not-to-exceed amount of \$99,900, including reimbursable expenses to be billed on an hourly basis, for design of ballroom walkway connectivity.

Mr. Buries explained that event areas on the south side of the third floor at the convention center are accessed via two elevators, which also service the two-level parking garage, the SEA office, and the hotel connector level and street level entrance. These access points often become bottlenecks for attendees upon arrival and departure at events on the ballroom level, creating a less than optimal experience for attendees. By adding additional conveyance from the second level to the third level, likely in the form of escalators, the flow of people into and out of these areas can be increased by 3,500-4,000 people per hour, thus alleviating the bottlenecks.

An RFP was advertised in the Pittsburgh Post-Gazette, the New Pittsburgh Courier, and on the SEA website. A non-mandatory pre-proposal meeting was held on January 12, 2018. There were 10 firms represented at the meeting. A total of six proposals were received. A review team comprised of Doug Straley, Taylor Blice, Simona Loberant, Clarence Curry, Tim Muldoon and Ryan Buries. Three firms were selected for shortlist interviews. The review team recommended AE7 which included the following reasons: competitive pricing as they were the second lowest overall fee; the experience of their team members; the qualifications of assigned staff; project experience; their approach to LEED and sustainable design, and their MBE and WBE participation plan.

Upon approval and execution of the agreement, AE7 will begin the first phase feasibility study, which is expected to take eight weeks. Preliminary concepts will be reviewed and refined in preparation for the design development phase. The construction phase schedule is to be determined at a later date.

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. 5521

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 AE7 in a not-to-exceed amount of \$99,900, including reimbursable expenses to be billed on an hourly basis, for design of ballroom walkway connectivity; 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. DBA Schultheis Electric in the amount of \$313,450 for exterior and 10th Street roadway lighting replacement.

Ms. Simona Loberant explained that this item is for new LED exterior roadway lights on 10th Street and Fort Duquesne Boulevard, and replacement of the LED lighting for the garage vestibule in addition to repairing the stainless steel around the roof.

The bid package was publicly advertised in the New Pittsburgh Courier, the Pittsburgh Post-Gazette and on the Authority's website. A non-mandatory pre-bid meeting was held on January 11, 2018. Bids were received on January 30. Schultheis Electric was the low bid. A scope review was held with Schultheis, CJL, which is the design engineer, and SEA staff to verify that the contractor had a thorough understanding of the scope of work, which was confirmed.

The recommendation is to accept the base bid exterior roadway lights, plus alternate #3 garage vestibule repairs from Schultheis for a total of \$313,450. Staff does not recommend accepting alternates #1 and #2 as they were significantly over budget.

The contract provides a five-year warranty on all control devices supplied and installed, a 10-year warranty against loss of performance and defects on luminaires, and a one-year from final date of acceptance warranty against faulty and improper workmanship.

The project will include 25.1% MBE and 10.2% WBE participation with Greenwood McDonald Supply Company, and Henron Electrical Resources participating.

There is an eight-week lead time to get the fixtures, but the project is anticipated to be complete by the end of summer.

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. 5522

RESOLVED by the Sports & Exhibition Authority of Pittsburgh and Allegheny County that its Chairman, Vice Chairman, Executive Director and other proper officers are authorized to enter into an agreement with TSB, Inc. DBA Schultheis Electric in the amount of \$313,450 for exterior and 10th Street roadway lighting replacement; 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 Kerestes-Martin Associates, Inc. (KMA Design) in a not-to-exceed amount of \$118,667, including reimbursable expenses to be billed on an hourly basis, for interior digital and static wayfinding signage design.

Mr. Conor McGarvey explained that during the initial construction of the David L. Lawrence Convention Center, interior static and wayfinding signage was installed. Over the past 10 years, DLCC management has worked to improve and supplement the interior signage, but a comprehensive approach to signage inside the DLCC was recommended.

The scope of the RFP included, but was not limited to, the following services: analysis and recommendations of current DLCC signage, design concepts, design development, preparation of construction documents, bidding assistance related to installation and implementation, and construction administration.

An RFP was advertised on the SEA website and in the Pittsburgh Post-Gazette on December 29, 2017. It was also advertised in the New Pittsburgh Courier on January 3, 2018. A total of 68 architecture, design, and signage companies, both local and national, were sent the

RFP. A non-mandatory pre-proposal meeting and building walkthrough was held on January 5, 2018 at 10:00 am at the DLCC. Nineteen different firms attended the pre-proposal meeting in person or via phone.

Proposals were due on January 24, 2018. Seven companies submitted proposals.

An internal review team consisting of SMG staff and SEA staff reviewed all proposals and unanimously elected to interview KMA Design. The interview was held on January 30, 2018. The review team recommends awarding a contract to KMA Design for this project for reasons which include the following: they have competitive pricing as they were the second lowest base proposal; their hourly rates were among the lowest of the proposers and are considered competitive; their technical proposal was very thorough; KMA is dedicating a well-qualified team of designers, project managers, and fabrication specialists to the project, and they are also a local firm. KMA has extensive experience in both static and digital signage design at convention centers and other public assembly venues. KMA is a certified WBE firm and they included another WBE firm in their proposal. They have a sustainability focus and are willing to design at or above DLCC and LEED standards. The schedule for this project is to have design complete by May 2018. A construction bid package will be publicly bid and will be brought back to the Board for approval this summer for completion of signage replacement by the end of 2018.

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. 5523

RESOLVED by the Sports & Exhibition Authority of Pittsburgh and Allegheny County that its Chairman, Vice Chairman, Executive Director and other proper officers are authorized to enter into an agreement with Kerestes-Martin Associates, Inc. in a not-to-exceed amount of \$118,667, including reimbursable expenses to be billed on an hourly basis, for interior digital and static wayfinding signage design; 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 Pullman SST, Inc. in a not-to-exceed amount of \$452,144 for garage repair and maintenance.

Mr. Taylor Blice explained that every two years, the Authority solicits proposals to conduct a physical inspection of the North Shore Garage. O&S Associates (O&S) performed that inspection and provided a report outlining their findings. From their findings, O&S recommended bidding of the removal of floor slab sealants, repair of concrete, repointing, spalling repairs, traffic bearing membrane at the turning bays, and to clean and seal the first and second floor facade.

The project was designed to be completed in three phases, with the first phase being done in 2018, which would include the concrete repairs, the joint sealants that have deteriorated, and the cleaning. Phase 2 would occur in 2019 with the joint repairs that were not done in 2018 on Levels 5 through 7. In 2020, the joint repairs that were not done in 2018 on Levels 2 through 4 will be done.

The Authority publicly advertised the bid and received seven bids, with Pullman SST being the lowest responsible bidder.

The cost to perform all of the repairs is \$452,144. There is a 16% MBE participation for this project.

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. 5524

RESOLVED by the Sports & Exhibition Authority of Pittsburgh and Allegheny County that its Chairman, Vice Chairman, Executive Director and other proper officers are authorized to enter into an agreement with Pullman SST, Inc. in a not-to-exceed amount of \$452,144 for garage repair and maintenance; 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 PNC Park, authorization to reimburse Pittsburgh Associates in the amount of \$2,601,529 from the PNC Park Capital Reserve Account for out-of-town scoreboard, field lighting, and seating component replacements.

Mr. Blice explained that the Pirates informed the SEA that they were undertaking several capital projects for which they were going to seek reimbursement from the PNC Park Capital Reserve Fund. The projects included the replacement of the out-of-town scoreboard, game-in-progress and closed caption video boards, some seating, field lights, and renovation of the Lexus Club and the suites, and new speakers. These projects totaled \$4,683,069.

SEA staff reviewed the required, requested documentation provided by the Pirates as well as the annual inspections that were performed by CannonDesign. The SEA inspected the sites and reviewed the projects, and consulted with Anthony James Partners (AJP), who is the SEA's technology consultant, and other industry experts on lighting. Upon completion of the due

diligence process, SEA staff and outside counsel determined that the Authority's obligation under the Lease would be \$2,601,529.

There were no existing warranties on the projects the Pirates had proceeded on. The warranties on the newly completed projects are as follows: the out-of-town scoreboard, closed caption and game-in-progress boards each have a 10-year warranty, the field lighting has a 20-year warranty, and the seating warranties vary depending on whether the project included specific components such as fabric or other mechanisms, and those warranties range from one to 10 years. Total combined MBE/WBE was approximately 21.6% and there is currently \$5.1 million in the PNC Park Capital Reserve Account.

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. 5525

RESOLVED by the Sports & Exhibition Authority of Pittsburgh and Allegheny County that its Chairman, Vice Chairman, Executive Director and other proper officers are authorized to reimburse Pittsburgh Associates in the amount of \$2,601,529 from the PNC Park Capital Reserve Account for out-of-town scoreboard, field lighting, seating component replacements; 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.

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 10:55 A.M.


Mary Conturo

Assistant Secretary

IM#62544