

MINUTES OF THE MEETING  
OF THE BOARD OF THE  
SPORTS & EXHIBITION AUTHORITY OF PITTSBURGH  
AND ALLEGHENY COUNTY  
HELD THURSDAY, APRIL 12, 2018  
AT THE DAVID L. LAWRENCE CONVENTION CENTER  
PITTSBURGH, PENNSYLVANIA  
COMMENCING AT 10:52 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 330 at the David L. Lawrence Convention Center in Pittsburgh, PA 15222, on Thursday, April 12, 2018 commencing at 10:52 A.M. E.S.T.

Members of the Authority

Present: Sen. Wayne Fontana, Chairman  
Councilman Anthony Coghill, Member  
Rev. Glenn Grayson, Member  
Jill Weimer, Member (via telephone)

Also Present: Mary Conturo, Doug Straley, Rosanne Casciato, Rosemary Carroll, Rifat Qureshi, Rachel Cohen and Maggie Pike of the Authority; Morgan Hanson, Solicitor; Tim Muldoon, Ryan Buries, Conor McGarvey, Cat Burton and Jamie Huckleberry of SMG; J.J. McGraw of the Pittsburgh Pirates; 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 Ms. Jill Weimer was attending via telephone, and that she could hear the other Board Members and the Board Members could hear her. 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 March 8, 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 issue a contract amendment with Wiss, Janney, Elstner Associates, Inc. in a lump sum amount of \$6,095 for concrete and decking evaluation.

Mr. Ryan Buries explained that in July 2017, the Board approved a contract amendment to an existing contract with Wiss, Janney, Elstner Associates, Inc. (WJE) for engineering services related to investigating the cause of and designing a repair for uneven and rough concrete in the ballroom. Through the course of the investigation, WJE reviewed building drawings and inspected other areas of the building with similar construction details. It was deemed prudent to have WJE review those areas to ensure there was no unevenness or roughness of the concrete of similar construction type. The addition of these areas to the scope of WJE's investigation led to the need for this amendment.

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. 5530**

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 Wiss, Janney, Elstner Associates, Inc. in a lump sum amount of \$6,095 for concrete and decking evaluation; 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 amend an agreement with Modjeski and Masters, Inc. to provide a not-to-exceed amount of \$30,554, to be billed based on time and materials, including reimbursable expenses, to create plans and specifications to address miscellaneous items identified in routine inspection of the cable roof system.

Mr. Buries explained that the general structure maintenance manual for the David L. Lawrence Convention Center recommends an inspection of the cable system at regular three-year intervals.

Prior to the 2016 inspection, a public Request for Proposal process was conducted and Modjeski and Masters, Inc. (M&M) was selected to perform the 2016 inspection of the cable roof system. The RFP requested hourly rates and stated that future work may be authorized based on the outcome of the inspection.

M&M completed the inspection, and the report recommended various routine cable repairs to be made with scheduled maintenance, such as steel mast painting, cable repairs and lubrication of cable strands.

M&M was asked to provide a proposal to prepare the plans and specifications to address those items identified in the inspection report and to inspect the repairs once the contractor has completed the work. The not-to-exceed cost to be billed based on time and materials, including reimbursable expenses, is \$58,400. Because of the excess authorization on the remaining contract, only an additional \$30,554 would need to be authorized at this time. One of the challenges to inspect this work is difficulty of access. M&M has the capability to provide a team experienced in accessing such areas to do the inspections. There is 10.9% MBE and 2% WBE projected 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. 5531

RESOLVED by the Sports & Exhibition Authority of Pittsburgh and Allegheny County that its Executive Director and other proper officers are authorized to amend an agreement with Modjeski and Masters, Inc. to provide a not-to-exceed amount of \$30,554, to be billed based on time and materials, including reimbursable expenses, to create plans and specifications to address miscellaneous items identified in routine inspection of the cable roof system; 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 a three-year agreement with two additional owner option years, at an annual cost of \$12,000 per year, plus a \$4,000 one-time setup fee, with Socialtables, Inc. for meeting room diagram software used for event management.

Mr. Tim Muldoon explained that the David L. Lawrence Convention Center (DLCC) Event Management team uses a software program to create meeting room layouts for each function. The drawings are then shared with show managers for review and editing, and once finalized, the drawings are sent to the operations team to use for setup. Challenges with the existing software system include: slow performance, intermittent shut downs forcing event managers to reproduce lost work, local hosting, limited Event Manager access, and no real-time review capability for show managers.

In February of 2018, an RFP was issued soliciting proposals for meeting room diagram software. The RFP was advertised in the Pittsburgh Post-Gazette and the New Pittsburgh Courier and on the SEA website. In addition, SMG notified eight companies. Four proposals were received, two of which met the minimum standard qualifications outlined in the RFP. The companies were Socialtables, Inc. and Smartdraw.

The review team consisted of three SMG team members: Tim Muldoon, General Manager; Jamie Huckleberry, Director of Event Services; Ryan Buries, Director of Facilities; and an SEA representative, Michael Beasley, Computer Support Manager. The team reviewed the two proposals and received an online demonstration from each. The team recommended Socialtables to be a far superior product for our purposes, as it provides the most added value for DLCC clients and staff, including web access, unlimited users, compatibility with building management software, 3D rendering capability and a strong customer support.

Although there is a \$7,600 annual cost differential, Smartdraw had a limited number of users, is not compatible with building software, and did not offer 3D rendering. For those reasons, the review team recommends entering into a three-year service agreement with Socialtables, with an owner option for two additional 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. 5532**

**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, at an annual cost of \$12,000 per year, plus a \$4,000 one-time setup fee, with Socialtables, Inc. for meeting room diagram software used for event management, and to exercise options for two, one-year extensions; 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 Tennant Sales and Service Company in the amount of \$52,371 to purchase a riding sweeper/scrubber.

Mr. Conor McGarvey explained that the following two authorization requests are similar in that they are both to replace cleaning equipment that was purchased during the initial outfitting of the DLCC. The first is a riding sweeper/scrubber that is used in cleaning and maintenance of the exhibit hall floors, loading docks, service corridors, parking garage, and sidewalks that surround the DLCC. In 2002, during the initial outfitting of the DLCC, two American Lincoln riding floor scrubbers were purchased. In April 2015, the Board approved the purchase of a new Tennant M-20 riding sweeper/scrubber at a cost of \$49,031. That scrubber has worked well to clean the DLCC, but an additional scrubber needs to be purchased to replace the last of the original floor scrubbers, which has been auctioned off since it was no longer operating.

The project to purchase a new scrubber was publicly bid. It was advertised in the Pittsburgh Post-Gazette, the New Pittsburgh Courier and on the SEA website on March 15. Bids were received by March 29<sup>th</sup> with Tennant Sales and Service Company being the low bidder at a total cost of \$52,371. The next qualifying bid was Superior Factory Service who also bid and specified a Tennant M-20 scrubber with a bid of \$60,131. Delivery time is approximately 10 weeks after the purchase order has been executed. The Tennant M-20 has a warranty of 36 months on parts, 24 months on labor, and 2,000 hours on the hour meter.

Senator Fontana asked if there were any questions from the Board. Councilman Anthony Coghill asked if the riding sweeper/scrubber is what polishes the floor. Mr. McGarvey explained that it doesn't polish but scrubs the floor, primarily concrete. The riding sweeper/scrubber isn't used as much in the terrazzo or entrances, but more in the loading docks and parking garages.

Senator Fontana asked if the first of the two original scrubbers was sold for parts. Mr. McGarvey explained that SMG was unable to sell it. It was scrapped and SMG managed to

receive approximately \$1,000 for it. The second of the two original scrubbers was auctioned off, and sold for approximately \$1,450.

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. 5533**

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 Tennant Sales and Service Company in the amount of \$52,371 to purchase a riding sweeper/scrubber; 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 necessary and proper to effectuate the terms of this Resolution.

Senator Fontana introduced the next item, authorization to enter into an agreement with Tennant Sales and Service Company in the amount of \$15,475 for the purchase of two walk-behind floor scrubbers.

Mr. McGarvey explained that this is a replacement of two walk-behind floor scrubbers that were purchased during the initial outfitting of the DLCC in 2002. The units that were purchased in 2002 were Alto walk-behind floor scrubbers. They were used to clean surfaces that were a little bit smaller where the riding scrubber would have difficult access, including service corridors, restrooms, utility rooms, and other smaller areas. The Alto scrubbers have reached the end of their useful life and both have been auctioned off or scrapped.

Companies were contacted to provide written quotations for the purchase of two new walk-behind floor scrubbers. Tennant Sales and Service Company submitted the lowest qualifying quotation at \$15,475 for two brand new T500e walk-behind floor scrubbers. Delivery time is expected approximately 10 weeks after the purchase order has been executed.

This unit has the same warranty as the previous, 36 months on parts, 24 months on labor, and 2,000 hours on the hour meter.

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. 5534**

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 Tennant Sales and Service Company in the amount of \$15,475 for the purchase of two walk-behind floor scrubbers; 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 necessary and proper to effectuate the terms of this Resolution.

Senator Fontana introduced the next item, authorization to enter into a three-party, renewable five-year agreement with the City of Pittsburgh and the Stadium Authority to allow the City to have access to camera feeds of certain exterior security cameras at the DLCC and at North Shore locations.

Mr. Steve Morrison explained that currently the Authority has an agreement with the City of Pittsburgh to share the DLCC's external security cameras. Under that agreement, the Authority has found that it can enhance public safety at the building. The Authority desires to continue the arrangement with a new five-year agreement with the City of Pittsburgh so that they are able to access the external cameras at the DLCC, which gives the City's first responders access to those cameras.

The Authority desires to include its properties on the North Shore in the agreement.

Senator Fontana asked if there was any cost associated with this request.

Mr. Morrison confirmed there is no cost.



Senator Fontana asked if there were any further questions from the Board. Councilman Coghill asked if the Pittsburgh Police have immediate access to the camera footage or if they need to submit a request for footage. Mr. Morrison explained that the City has a security system and any one of their security desks can access footage from the DLCC external cameras. However, the agreement does not allow the City to record or control the cameras at the DLCC. If the City would like a copy of recorded footage, they would need to contact the Authority and request the desired footage.

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. 5535**

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-party, renewable five-year agreement, or amendment to existing agreement, with the City of Pittsburgh and the Stadium Authority to allow the City to have access to camera feeds of certain exterior security cameras at the David L. Lawrence Convention Center and at North Shore locations, 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 Riverfront Park, authorization to enter into a ten-year license agreement with Bike Share Pittsburgh, Inc. to permit a bike share station at the North Shore Riverfront Park.

Ms. Rosemary Carroll explained that in 2013, the Authority entered into a license agreement with the City of Pittsburgh for the installation and use by the public of certain bike share stations in North Shore Riverfront Park (NSRFP). The City set up bike share stations

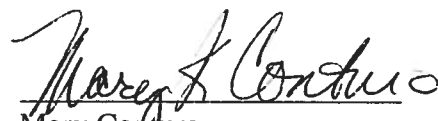
pursuant to an arrangement they had with a nonprofit called Bike Share Pittsburgh. Recently, the City transferred the bike share equipment to Bike Share Pittsburgh, and the nonprofit requested that the Authority provide a license agreement for the continued presence of its bike share station at NSRFP. The station is located along the esplanade just east of Ft. Duquesne Bridge and adjacent to the new office building now under construction. The bike share program is called "Healthy Ride" and provides an amenity for people using the trail at NSRFP and trails throughout the City. The term of the license is ten years, unless the licensee defaults.

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. 5536**

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 ten-year license agreement with Bike Share Pittsburgh, Inc. to permit a bike share station at the 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.

The next item was public participation, and Senator Fontana asked if anyone in the audience desired to address the Board. Councilman Coghill and Senator Fontana welcomed Rev. Glenn Grayson to 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 11:07 A.M.

  
Mary Conduro  
Assistant Secretary