

MINUTES OF THE MEETING
OF THE BOARD OF THE
SPORTS & EXHIBITION AUTHORITY OF PITTSBURGH
AND ALLEGHENY COUNTY
HELD THURSDAY, DECEMBER 12, 2019
AT THE DAVID L. LAWRENCE CONVENTION CENTER
PITTSBURGH, PENNSYLVANIA
COMMENCING AT 10:36 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, December 12, 2019 commencing at 10:35 A.M. E.S.T.

Members of the Authority

Present: Sen. Wayne Fontana, Chairman
Councilman Anthony Coghill, Member
Michael Dunleavy, Vice Chairman
Rev. Glenn Grayson, Member
Sala Udin, Secretary

Also Present: Mary Conturo, Doug Straley, Rosanne Casciato, Bill Williams, Rhea Thomas, Steve Morrison, Rifat Qureshi, Simona Loberant, Michael Wassil, Lauren Henderson, and Maggie Pike of the Authority; Morgan Hanson, Solicitor; Tom Ryser of TPR; Tim Muldoon, Guy DeFazio, Eileen Letson, Hiedi Strothers, and Conor McGarvey of SMG; Alan Kraemer of PSX; 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 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 November 14, 2019. 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 ("DLCC"), authorization to approve a final change order with Eastern Sign Tech LLC, in a lump sum amount of \$6,198, and to reimburse the DLCC Operating Account in a lump sum amount of \$3,325 for services related to the DLCC digital and static wayfinding signage installation project.

Mr. Conor McGarvey stated that in October 2018, the SEA Board approved a \$1,361,319.00 contract with Eastern Sign Tech LLC for the demolition of existing internal signs and the fabrication and installation of new static and digital internal signage. A change order in the amount of \$35,682 was approved at the March 2019 SEA Board meeting. Approval of a final change order is now being requested to close out the project.

This change order pertains to the installation of a "Spirit of Pittsburgh Ballroom" sign located in the East Atrium, redesigned elevator location wall graphics and 2 additional meeting room flag signs. The cost for these items is \$11,323.

The total amount of this change order takes into account two deductions. It includes a \$1,800 deduction from punch list items identified by KMA, the designer on this project. KMA noted that lettering on overhead signs needed to be moved approximately 1" to match with the left and right justified arrangement. DLCC management opted to not have the lettering removed and replaced as it was not noticeable. Additionally, it includes a second deduction of \$3,325 for 47 hours of work performed not by the contractor but by the DLCC painter. The \$3,325 is instead reimbursed to the DLCC Operating Account.

All change order requests were reviewed and signed off by the DLCC project manager and KMA.

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. 5652

RESOLVED by the Sports & Exhibition Authority of Pittsburgh and Allegheny County that its Executive Director and other proper officers are authorized to approve a final change order with Eastern Sign Tech LLC, in a lump sum amount of \$6,198, and to reimburse the DLCC Operating Account in a lump sum amount of \$3,325 for services related to the DLCC digital and static wayfinding signage installation project; 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, authorization to enter into an agreement with Wright Commercial Flooring in the amount of \$223,900 for ballroom carpet replacement.

Mr. Bill Williams explained that in October 2019 the Board approved entering into a contract with PJ Dick for replacement of the ballroom concrete composite slab and recycling of existing carpet. This authorization would provide for the replacement of the carpeting with 36 inch by 36 inch carpet tiles when the ballroom floor concrete project is complete.

In past carpet replacement projects, DRS Architects, along with SMG and SEA personnel, evaluated the merits of using broadloom carpet as compared to carpet tiles. While carpet tiles have a slightly higher initial cost, they have better longevity, functionality, design flexibility, sustainability and they provide significant advantages with respect to maintenance. Based on these considerations, the use of carpet tiles is recommended.

After the ballroom floor concrete project is completed, the carpet installer is required to test for concrete moisture content prior to commencing carpet tile installation. This test is

performed approximately 30 days after the concrete is poured. Based on the ballroom event schedule and anticipating acceptable moisture content, there are two carpet installation windows: February 15th through the 21st and February 29th through March 4th. If the carpet tile installation is not completed once it is commenced at the start of either of these windows, the carpet contractor will be charged liquidated damages.

In November 2019, the bid package was publicly advertised in the Pittsburgh Post-Gazette, New Pittsburgh Courier, and on the SEA website. A non-mandatory pre-bid meeting was held and three bids were received: Dan Taylor Interiors, Tri-State Flooring, and Wright Commercial Flooring. It is recommended to proceed with Wright Commercial Flooring as the low responsible bidder.

Currently, there is no MBE/WBE participation – \$198,400 of the total cost is for the carpet tiles purchase leaving only \$25,500 for installation and trucking. Carpet installation can only be done by certified installers to maintain the warranty. Wright is attempting to get participation in the trucking of materials.

The carpet tiles come with a limited lifetime warranty, not-to-exceed 20 years, including: face fiber wear, staining/soiling resistance, delamination of backing, among others.

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

Mr. Sala Udin asked how much money is allocated for the cost of the trucking.

Mr. Williams replied that the trucking will likely be a few thousand dollars.

Reverend Grayson asked what the process is to try to involve minority and women business enterprises in SEA projects.

Ms. Conturo replied that projects are publicly advertised in accordance with the law and if the project manager knows of companies and businesses which are certified, the Authority reaches out to those companies about the project.

Reverend Grayson stated that he wanted to make sure that the Authority was doing its due diligence to make minority and women businesses aware of these opportunities, to make this City more livable for those citizens.

Councilman Coghill asked the size of the carpet tiles and if the higher traffic tiles were moved around the site as needed to reduce the wear.

Mr. Williams replied they are 36 inches by 36 inches and that in addition to moving tiles around that there would be attic stock to replace individual tiles as needed.

Councilman Coghill asked if we hired the people to move the tiles or if that work was done in-house.

Mr. Williams stated that the work is typically done in-house unless it is covered by the warranty.

Senator Fontana asked if there were any further questions. 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. 5653

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 Wright Commercial Flooring in the amount of \$223,900 for ballroom carpet 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 continued on to the next item on the agenda, authorization to enter into a construction management contract, in form acceptable to the solicitor, with Albert M. Higley Company for replacement of the 4th floor terrace Phase II, and authorization of preconstruction services in the amount of \$30,000 with a guaranteed maximum price for construction to be submitted for Board approval at a later date.

Mr. Tom Ryser stated that in March 2019, the SEA Board approved a guaranteed maximum price contract in the amount of \$4.7M with Mascaro Construction for the construction of Phase I of the 4th Floor Terrace (north – south center section). Mascaro will be completing the construction of Phase I in the spring of 2020. This Board authorization relates to the construction of Phase II of the 4th Floor Terrace replacement which is the east/west riverside section.

On October 24, 2019, the Authority issued a request for proposal to seek Construction Manager (CM) At-Risk services for the construction of 4th Floor Terrace – Phase II. This project will replace the riverside of the existing 4th floor concrete terrace with a green roof that includes seating areas and areas with pavers for walking and events. The Authority posted a notice on the Authority's website, contacted construction management firms, and advertised the request for proposal in the Pittsburgh Post-Gazette and the New Pittsburgh Courier. There was a pre-proposal meeting on November 7, 2019 and four firms attended. Proposals were due on November 21, 2019 and three firms submitted proposals: Allegheny Construction Group, Albert M. Higley Company, and Massaro Corporation. A review team, consisting of Doug Straley, Clarence Curry, Guy DeFazio, Rob Indovina, Ryan Indovina, and Tom Ryser, evaluated the proposals and all three proposers were interviewed on November 27, 2019. The review team unanimously recommends Albert M. Higley Company for some of the following reasons: its prior experience as a CM At-Risk with complicated, time-sensitive projects undertaken while

buildings were in operation; technical proposal and demonstrating an understanding of the project; the ability to deliver on our timeframe; the ability to work within the constraints of an operating building; commitment to green and sustainable practices; Albert M. Higley was the only company that does not intend to bid on any of the trade packages that they would be overseeing as the construction manager; MBE-WBE participation and workforce development plans; and competitive fee.

The overall cost for the CM At-Risk is derived from two steps. The first step which is related to this board action is to establish the preconstruction services phase. The preconstruction services allow the CM to work with the architect (Indovina) as the project is being designed, to review the design, products, and create estimates. Albert M. Higley Company's price for preconstruction services is \$30,000.

The second step in determining the overall cost for the CM At-Risk services as it relates to the actual costs of constructing the 4th Floor Terrace – Phase II. The contract provides that a guaranteed maximum price ("GMP") for the project will be established at a later date, by authorization by the Board as an amendment to the contract. A GMP contract is a cost-type contract where the contractor is compensated for actual costs incurred plus a fixed fee subject to a ceiling price. The contractor will be responsible for cost overruns, unless the GMP has been increased via formal change order (only as a result of additional scope from the client, not price overruns, errors, or omissions).

The overall MBE/WBE participation plan for the project will be established when the GMP and the trade contracts are presented to the Board for approval.

Staff anticipates returning to the Board next year to recommend the GMP for the project. Indovina and Albert M. Higley Company will coordinate on design, bid estimates, preparation of bid packages, and other tasks, to ensure a timely construction start.

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

Reverend Grayson asked whether there was any MBE or WBE participation involved in the preconstruction services phase of the project.

Ms. Conturo replied that this authorization is just the work to get the project through the design phase. The 4th Floor Terrace – Phase II construction will be bid after the design has been determined. This board action is to help the architect designing the riverside piece of the project with any information needed in terms of the means and methods of construction.

Reverend Grayson asked whether the preconstruction contract means that the construction contract will be given to the business conducting the preconstruction work. His concern is that there is no commitment to MBE or WBE participation during the construction phase.

Mr. Ryser stated that Albert M. Higley signed acknowledgements, as a part of the request for proposal, of commitments to achieve 35% MBE/WBE participation and workforce participation.

Mr. Straley stated that during the interview process, they discussed their plan to achieve the workforce participation.

Reverend Grayson asked why they were chosen since they were not the lowest cost bid.

Mr. Ryser stated that Mascaro had the lowest pre-construction bid, but did not have the lowest construction management fees. Albert M. Higley had the lowest construction

management fee of 2.5%. The fees help indicate where the total cost of construction would be at the end of the project.

Reverend Grayson asked if the firm was local.

Mr. Ryser replied they have an office in Pittsburgh.

Reverend Grayson asked if they have a history of supporting MBE and WBE companies.

Mr. Straley stated that Mr. Clarence Curry, the Authority's senior diversity coordinator, met with Albert M. Higley and felt comfortable that they would work to achieve the Authority's desired workforce participation goals.

Reverend Grayson stated that he is still concerned that they do not have a history of MBE or WBE support and no commitment for pre-construction and construction workforce participation.

Senator Fontana stated that we will look to see if they abide by the policy going forward.

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 carried with one abstention, the following resolution was approved:

RESOLUTION NO. 5654

RESOLVED by the Sports & Exhibition Authority of Pittsburgh and Allegheny County its Executive Director and other proper officers are authorized to enter into a construction management contract, in form acceptable to the solicitor, with Albert M. Higley Company for replacement of the 4th floor terrace Phase II, and authorization of preconstruction services in the amount of \$30,000 with a guaranteed maximum price for construction to be submitted for Board approval at a later date; 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 Wiss Janney Elstner Associates, Inc. for design and construction administration services in an amount not-to-exceed \$70,000, to be billed at hourly rates based on actual hours spent, plus expenses related to the concrete repairs.

Mr. Ryser explained that in July 2019, Wiss, Janney, Elstner Associates ("WJE"), as the Authority's open-ended structural engineer, developed the drawings and specifications to repair and/or replace the ballroom floor concrete. In October 2019, the Board approved entering into a contract with PJ Dick for the construction of the ballroom floor concrete replacement.

The nature of the ballroom floor project is such that the need for continued review and support from WJE is desirable. There are no funds remaining under the open-ended agreement. This additional WJE work includes finalizing the evaluation of alternate repair methodologies; construction administration such as reviewing submittals, responding to requests for information from contractor, attending project meetings and inspection services; and concrete testing by Construction Engineering Consultants prior to acceptance of PJ Dick's work.

WJE will be paid only for hours worked. This authorization is based on the same rates provided for in the open-ended structural engineering contract. The ballroom floor project is underway and the expected completion date is February 14, 2020.

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. 5655

RESOLVED by the Sports & Exhibition Authority of Pittsburgh and Allegheny County its Executive Director and other proper officers are authorized to enter into an agreement with Wiss Janney Elstner Associates, Inc. for design and construction administration services in an

amount not-to-exceed \$70,000, to be billed at hourly rates based on actual hours spent, plus expenses related to the concrete repairs; 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 license agreement with Point of Pittsburgh Sailing League for a sailing program at North Shore Riverfront Park.

Mr. Rifat Qureshi explained that Point of Pittsburgh Sailing League is an instructional sailing program for high school students. Mr. Joe Kirk is the organizer and is a certified sailing instructor. Mr. Kirk requested to use a location at North Shore Riverfront Park, near the Carnegie Science Center, on a trial period for his program. The program will be offered on weekdays, twice per week, lasting about two hours per lesson. Lessons will not occur during major events on the North Shore or weekends. High school students will be sophomores and older. The program will be initially utilize four to six sailing boats that will hold two students each and instructors who will be on power boats during the lessons. The program will be operating on the Allegheny River, approximately from the North Shore Riverfront Park to Point State Park.

In 2016, Mr. Kirk met with City officials to identify a location and determined the North Shore was the optimal location. He requested the North Shore location due to better wind conditions, proximity to the Carnegie Science Center, and transportation options for parents/students, among other factors. The Authority requested that Mr. Kirk meet with the Pennsylvania Department of Environmental Protection ("PA-DEP") to inquire if any permits were required with respect to new dock installations for his program. Mr. Kirk proposed the use of a temporary floating "mini-barge" which was approved by the PA-DEP.

In May 2019, at the request of River Rescue, the Authority scheduled a public safety meeting that included River Rescue (Chief Linn), PA Fish & Boat Commission (Officer Johnson), US Coast Guard (Ensign Russell), and a related trade association for commercial users of the waterways, called Waterways Association. At the meeting, Fish & Boat noted their mission is to promote fishing and boating opportunities and support public amenities along Allegheny River. Officer Johnson stated because the sailing program will be operating at off-peak times in the river, he wasn't concerned about the traffic, and he found the sailing plan to be professional. Chief Linn River Rescue stated that, although their area of expertise was not sailing, they deferred to the group's input. Waterways Association stated that, although they are not against the sailing program, they did not support the proposed location due to commercial traffic having difficulty navigating through recreational traffic. ENS Russell from US Coast Guard stated that, although they are a regulatory agency and can't endorse any specific activity, he was in support after industry partners met to review the program.

Authority staff met with US Coast Guard again regarding the newly created Regulated Navigation Area or RNA. The purpose of the RNA is to prohibit vessels from loitering, anchoring, stopping, or mooring more than 100 feet from the shoreline in order to reduce congestion and provide safe passage of commercial vessels in the middle of the rivers. In spring 2020, the Coast Guard intends to issue a press release and provide educational outreach with respect to the RNA. ENS Russell reiterated that recreation boaters are allowed in the navigation channel, and can cross from shoreline to shoreline, as long as they don't loiter, anchor, moor and so forth in the RNA zone. They also plan to issue citations for those who violate the restrictions. Mr. Kirk stated that he would operate the sailing program consistent with the requirements of the RNA.

In November 2019, Authority staff held another public safety meeting to review a separate request from a different operator (Venture Outdoors). In that meeting, it was discussed and recommended that, to ensure that public safety entities are aware of activity in the waterways, a good practice would be that both programs would provide their season schedule to the public safety entities (US Coast Guard, River Rescue, Fish & Boat Commission) and to the Waterways Association prior to the start of each season. Also, the programs would issue updates to the entities during the season if their schedules change. In addition, both programs would provide progress updates at the regular Safe Boating Council and/or at the US Coast Guard Congested Waterways Committee meetings. This arrangement was acceptable to the public safety entities. Mr. Kirk will also attend the North Shore Special Events Committee meetings held by the Authority and City of Pittsburgh special events staff.

In consideration of the public safety input and advice, Authority staff recommends providing a temporary license agreement for the 2020 season (approx. May-October). Mr. Kirk has submitted information regarding operations, safety protocols, parental waiver forms, insurance, letters of support and PA DEP concurrence for the temporary mini-barge set-up. A license fee of \$250 per month will be charged, or \$1,500 for the 2020 season. Authority staff will confirm with the Authority's insurance provider that the proper insurance coverage is in place prior to issuing license agreement.

Senator Fontana asked who will be monitoring oversight of the program and how will the Authority evaluate the safety of the program once the initial season has concluded.

Mr. Qureshi stated that, if Mr. Kirk desires to continue after the first season, there will be another safety meeting with River Rescue, the Fish and Boat Commission, and other parties.

Mr. Udin asked who will be responsible for the safety of the students during the training.

Mr. Qureshi replied that the sailing program provided their safety protocols for training students.

Ms. Conturo added that Point of Pittsburgh Sailing League is responsible for the safety of the students.

Mr. Udin asked who will the program be marketed toward and which high schools will Mr. Kirk reach out to.

Mr. Qureshi stated that Mr. Kirk is looking to recruit students aged sophomore year and older.

Mr. Udin stated that he would like Mr. Kirk to reach out to Pittsburgh Public Schools for marketing.

Rev. Grayson stated that he agreed that Mr. Kirk should attempt to market towards minority students.

Senator Fontana stated that he was willing to make a call to Mr. Kirk to convey the importance of reaching out to Pittsburgh Public Schools and ensuring a diverse student base.

Councilman Coghill stated that safety is the most important aspect of this program and it seems that all the safety people were included in the conversations. He asked if the Gateway Clipper was included.

Mr. Qureshi stated the Gateway Clipper was a part of the public safety meeting, as a member of the Waterways Association.

Councilman Coghill asked if they had any concerns.

Mr. Qureshi replied that they are concerned about how the sailboats will communicate and interact with commercial traffic. Mr. Kirk agreed to adopt communication tools that were suggested by the Waterways Association.

Councilman Coghill stated that he also agreed with Rev. Grayson.

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. 5656

RESOLVED by the Sports & Exhibition Authority of Pittsburgh and Allegheny County its Executive Director and other proper officers are authorized to enter into a license agreement with Point of Pittsburgh Sailing League for a sailing program 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 introduced the next item under North Shore Garage, authorization to enter into an agreement with Signature Controls Systems in an amount not-to-exceed \$283,010 for removal and replacement of revenue control equipment and to enter into an eight-year hardware and software maintenance agreement.

Mr. Doug Straley explained that the North Shore Garage opened in 2001, but the revenue control equipment was installed in 2004. The current revenue control equipment is at the end of its useful life and lacks basic functionality, such as credit card payment compatibility. The new equipment will have more options for payment and a shorter processing time. The current lighting controls (red Xs and green arrows) will be re-utilized and the proximity cards readers for lease parkers may be reused if in adequate shape. The concrete islands and other base infrastructure of the garage will remain as-is. The revenue control system will be accessed on a virtual server system owned and operated by the Authority.

In September 2019, the Authority advertised an RFP for design and replacement of the NSG revenue control equipment in the Post-Gazette, New Pittsburgh Courier, and on the SEA

website. Four companies attended a pre-proposal meeting on October 22, 2019. Four proposals were received. After a thorough review of the proposals by Authority and Alco Parking staff, the review team recommends the award of the contract to Signature Control Systems for the following reasons, among others: their equipment has a longer useful life; higher MBE/WBE participation; longer initial warranty period; lower cost for 10-year warranty period and service contract; and a desire to diversify the revenue control systems.

The other component of this authorization is the service agreement for hardware and software. The pricing for full maintenance, excluding labor cost, over the eight years after the initial 2-year full warranty period is a total of \$148,285.

Signature Control Systems has a MBE/WBE participation plan of 15% MBE with Imbutec for the electrical work. There is an 8-12 week lead time for equipment and installation would occur in the spring of 2020.

Senator Fontana asked if there were any questions.

Mr. Udin asked who will own the equipment and for the terms of the contracts.

Mr. Straley replied that the Authority will own the equipment. He said there are two contracts, one for installation, and the other for maintenance and service. The maintenance and service contract will be a ten-year agreement.

Mr. Udin asked for the cost of the maintenance and service contract.

Mr. Straley stated that after the two-year full warranty period, the total amount of the contract is \$16,910 in year one and \$20,325 in year eight. The total amount of the contract is \$148,285.

Rev. Grayson asked if advertising in the paper is the best way to ensure that businesses are able to see the opportunities. He asked what the next phase of marketing looked like once newspapers are no longer in circulation.

Ms. Conturo stated that in order to comply with law, the Authority advertises in the paper and also posts opportunities on its website and, if it relates to the DLCC, it is posted on the DLCC website. After the advertisement, the project manager moves on to outreach. The project manager figures out which businesses are in the area that are able to provide the service or equipment. The Authority also relies on Clarence Curry to help get the project manager in touch with local MBE/WBEs.

Rev. Grayson stated that he was curious about how the Authority can get in touch with the younger generations of businesspeople.

Ms. Conturo stated that it is something the Authority is cognizant of and will discuss with the City and other agencies possibilities for broader advertising.

Mr. Straley stated that contractors and businesspeople can ask to be on the Authority's email list which provides notifications when opportunities are available on the website.

Rev. Grayson stated he is concerned that people might not know to go to the website or to look out for government contracts on the City's website.

Senator Fontana stated that the Authority needs to attract people to its website and make sure that interested parties are contacted. Social media advertising is another important element. It is a two-way effort and needs to be intentional.

Councilman Coghill stated that the advertisements do need to be in a newspaper of general circulation per law.

Senator Fontana stated that it does provide money towards newspapers and is lobbied at the state level.

Ms. Conturo stated that the Authority will review its advertising procedure in January 2020.

Mr. Straley stated that Mr. Curry does attend certain outreach events for minorities and tries to get their contact and business information.

Rev. Grayson stated that advertising in newspapers is not the way to get in touch with the younger generation and it will need to be updated.

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. 5657

RESOLVED by the Sports & Exhibition Authority of Pittsburgh and Allegheny County its Executive Director and other proper officers are authorized to enter into an agreement with Signature Controls Systems in an amount not-to-exceed of \$283,010 for removal and replacement of revenue control equipment and to enter into an eight-year hardware and software maintenance agreement; 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 SEA Operating, authorization to enter into an agreement with VTX in an amount not-to-exceed \$75,000 for elevator and escalator consulting services.

Mr. Bill Williams stated that the Authority has received requests for repairs or replacement of elevators and escalators at the Authority's various facilities. We do not have the expertise on staff needed to adequately evaluate these matters and would like to have an expert

available as needed. The consultant would perform tasks such as: review existing conditions, evaluate equipment needs for repair or replacement, and provide a peer review for elevator and escalator specifications. This is the first time that the Authority will initiate a contract with an elevator and escalator consultant.

The most efficient method to utilize specialized project consultants is to hire one consulting firm to provide advice to the Authority with respect to any of the facilities. Managing projects in this manner allows for greater efficiency by working with the same consultant for multiple projects. The contract is non-exclusive so the Authority is able to hire another consultant for any project as it deems necessary. For each project, the Authority will provide a project scope to the consultant, who will provide a not-to-exceed proposal based on their hours and fixed hourly rates. The Authority will then decide whether or not to authorize their work.

In November 2019, an elevator and escalator consultant services RFP was advertised in the Pittsburgh Post-Gazette, the Courier, and on the SEA website. A non-mandatory pre-proposal conference call was held and three proposals were subsequently received. A review team was established and interviews were conducted. The review team recommends proceeding with VTX based on its knowledge and experience with the scope of work, previous working relationship, and competitive rates.

None of the firms that submitted proposals were MBE/WBE certified companies nor was there proposed participation due to the highly specialized nature of the work. The contract term will be three 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. 5658

RESOLVED by the Sports & Exhibition Authority of Pittsburgh and Allegheny County its Executive Director and other proper officers are authorized to enter into an agreement with VTX in an amount not-to-exceed \$75,000 for elevator and escalator consulting services; 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 Anthony James Partners in an amount not-to-exceed \$75,000 for technology consulting services.

Mr. Williams stated that the Authority has received requests for repairs or replacement of audio visual equipment at the Authority's various facilities. Similar to the previous authorization, the Authority does not have the expertise on staff needed to adequately evaluate these matters and would like to have an expert available as needed.

In 2014, the Authority advertised an RFP for technology consulting services and selected Anthony James Partners ("AJP") to be paid on an hourly basis up to \$55,000. The Authority staff has been pleased with AJP's work to date with advice on technology requests at PNC Park and Heinz Field. The AJP contract has expired and the Authority issued another RFP this year.

The technology consultant services RFP was advertised in the Pittsburgh Post-Gazette, the Courier, on the SEA website, and the Blue Book Building. RFPs were sent to twenty firms, six were MBE or WBE. A non-mandatory pre-proposal conference call was held and four proposals were subsequently received. A review team was established and scope reviews were performed. The review team recommends continuing with AJP based on its depth of knowledge and experience with the scope of work at professional and collegiate stadiums, previous experience with the Authority, and competitive rates that are fixed for the duration of the agreement.

None of the firms that submitted proposals were MBE/WBE certified companies nor did any propose participation due to the highly specialized nature of the work.

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. 5659

RESOLVED by the Sports & Exhibition Authority of Pittsburgh and Allegheny County its Executive Director and other proper officers are authorized to enter into an agreement with Anthony James Partners in an amount not-to-exceed \$75,000 for technology consulting services; 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 issue a change order with CFC-3 Management Services at a cost of up to \$46,440, plus expenses not-to-exceed \$1,000, for MBE/WBE oversight for the 12-month period of January 1, 2020 through December 31, 2020.

Mr. Doug Straley stated that CFC-3 Management Services is Mr. Clarence Curry. Mr. Curry has served as the Authority's Senior Diversity Coordinator for the past 12 years, which includes maintaining relationships between the Authority and local stakeholders such as the African American Chamber of Commerce, NAACP, and City and County MBE/WBE offices. This requested extension to his professional services contract is for a 12-month period (with deductions for leaves extending for one week or more).

Mr. Curry will be available for 10-15 hours per week on a flexible schedule. The monthly rate increased this year from \$3,520 per month to \$3,870, or \$350 per month. His last rate increase was in 2014. The fee provided for is \$3,870 per month with an allowance of

\$1,000 for the year for expenses related to conference registrations, hosting of networking events and out of town travel as approved by Executive Director.

Mr. Curry will be focusing on the following duties through December 31, 2020: monitoring for infrastructure development as well as construction of the I-579 Cap of the 28-acre Lower Hill site; coordination of efforts to provide employment opportunities for minorities, women and local residents on all Authority construction projects; participation in ongoing formal and informal discussions with the Penguins development team, City and County officials, and community stakeholders regarding the development of the 28-acre Lower Hill site and the related CCIP agreement; ongoing monitoring of MBE/WBE participation plans and workforce utilization efforts on all Authority projects in addition to private projects that occur on Authority property; and diversity coordination services for contracting and maintenance work at all Authority facilities.

CFC's rate is broken down approximately from \$65/hr at 15 hours per week to \$97/hr at 10 hours per week. The Authority believes that this monthly fee is reasonable when compared with similar hourly rates for diversity coordinators. We believe the CFC rate to be reasonable and of benefit to the Authority. The monthly fee to CFC will be pro-rated to cover leaves of one week or more; ¼ of the monthly fee will be deducted for each full week of leave.

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

Mr. Udin stated that he was grateful for Mr. Curry's hard work with the Authority

Rev. Grayson stated that Mr. Curry is worth every penny of his 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. 5660

RESOLVED by the Sports & Exhibition Authority of Pittsburgh and Allegheny County its Executive Director and other proper officers are authorized to issue a change order with CFC-3 Management Services at a cost of up to \$46,440, plus expenses not-to-exceed \$1,000, for MBE/WBE oversight for the 12-month period of January 1, 2020 through December 31, 2020; 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 issue a change order to TPR, LLC to be billed at a \$90 hourly rate for general owner's representation services through December 31, 2020.

Mr. Doug Straley explained that TPR, LLC is Tom Ryser, who presented earlier in this meeting. Mr. Ryser is a registered professional engineer in Pennsylvania and has worked with the Authority for almost twenty years. Mr. Ryser's history and experience with Authority projects and Authority facilities is significant, and his experience and expertise with respect to infrastructure and transportation projects and PennDOT/FHWA requirements, regulations and procedures is particularly helpful with respect to our 28-acre Lower Hill infrastructure and the I-579 Cap projects.

Tom's billing rate remains unchanged this year at \$90/hr. He is only paid for hours worked on a monthly basis. It is estimated that this amount will cover the cost of 12 months of service. The Authority believes that this hourly rate is fair when compared with other professional engineering rates charged for Authority projects.

Some of the projects that he is working on include, Authority oversight of construction and fulfillment of reporting requirement for various grants for the I-579 Cap Project; DLCC 4th Floor Terrace roof replacement, ballasted roof replacement and ballroom concrete project management; general owner's representative services for the Lower Hill and North Shore

developments; stadium issues for Heinz Field, PNC Park, and PPG Paints Arena; and capital maintenance for the North Shore Riverfront Park and DLCC Riverfront Plaza.

Based on the following projects, the Authority estimates approximately 2,016 hours in 2020 for an approximate cost of \$181,440. The funding has been included in the 2020 operating budget, but it may be funded from the capital budget for a particular project if capital funding is available.

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. 5661

RESOLVED by the Sports & Exhibition Authority of Pittsburgh and Allegheny County its Executive Director and other proper officers are authorized to issue a change order to TPR, LLC to be billed at a \$90 hourly rate for general owner's representation services through December 31, 2020; 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, acceptance of the schedule for regular Sports & Exhibition Authority Board meetings for the calendar year 2020.

Ms. Mary Conturo explained that this item maintains the standard Authority Board meeting schedule for 2020. The meetings will be held every second Thursday of the month at 10:30 in the morning at the Convention Center.

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. 5662

RESOLVED by the Sports & Exhibition Authority of Pittsburgh and Allegheny County that the schedule for regular Sports & Exhibition Authority Board meetings for the calendar year 2020 will be the second Thursday of each month at 10:30 A.M., at the David L. Lawrence Convention Center; 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 approve the 2020 Sports & Exhibition Authority Operating and Capital Budgets.

Ms. Rosanne Casciato explained that the Authority's 2020 Operating Budget is a balanced budget. Total revenues and total expenses are each \$16.6 million. The budget is broken into two subparts: 1) DLCC and 2) Other Operations. The total revenues and expenses for the DLCC are each \$14 million. The total revenues and expenses for Other Operations are each \$2.6 million. In our budgeting process, "Other Operations" covers all administrative costs of the Authority and all efforts and expenses related to specific development projects funded from the operating budget.

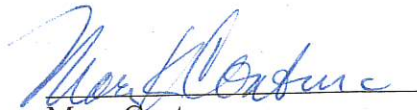
The net operations revenue related to North Shore Garage, North Shore Riverfront Park, all parking lots and the related capital projects are separately budgeted and balanced.

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. 5663

RESOLVED that the attached 2020 Operating and Capital budgets of the Sports & Exhibition Authority of Pittsburgh and Allegheny County are hereby approved; 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 11:25 A.M.


Mary Conturo
Assistant Secretary