

STADIUM AUTHORITY OF THE CITY OF PITTSBURGH
BOARD MEETING
TUESDAY, MARCH 29, 2022
2:05 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 March 29, 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, Bill Williams, Theresa King, 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 2:05 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 February 25, 2022

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 enter into a five-year service agreement with Otis Elevator Company to provide elevator maintenance at the West General Robinson Street Garage in an amount not to exceed of \$88,641 and Gold 1 Garage in an amount not to exceed of \$53,184.

Mr. Bill Williams stated the Authority’s West General Robinson Street Garage (“WGRSG”) and Gold 1 Garage have elevator service agreements with Otis Elevator Company (“Otis”) that are expiring on April 30, 2022.

The Authority along with the Sports & Exhibition Authority of Pittsburgh and Allegheny County (“SEA”) jointly issued a Request for Proposals (“RFP”) for elevator and escalator maintenance services. The RFP also requested hourly rates that would be applicable to out-of-scope work. The RFP was advertised in the Post-Gazette, New Pittsburgh Courier, on the Authority’s website, and the Urban Redevelopment Authority (“URA”) assisted with social media communication by including the opportunity in its Twitter, Facebook, and LinkedIn postings. A non-mandatory pre-proposal meeting was conducted with four companies in attendance and four proposals were received. A selection committee comprised of Authority, SMG, and ALCO Parking personnel reviewed the proposals, and two firms were interviewed.

Mr. Williams further stated the selection committee recommends Otis given it provides the lowest monthly fees, past performance history, quality mechanics with quick response times, and comparable hourly rates. The new agreement would be effective May 1, 2022 through April 30, 2017. The overall service agreement cost for WGRSG is \$88,641 and \$53,184 for Gold 1 Garage. Specified hourly rate charges would be utilized for any out-of-scope work.

Otis performs all inspections and routine maintenance with in-house forces. However, they have identified MBE/WBE firms – Industrial Pump & Motor (WBE), Electric Motor Repair (WBE), World Electronic Sales & Services (WBE), and Bart Elevator (MBE) for items such as motor repairs and board rebuilds. In 2021, Otis’ Pittsburgh service operations spent 27% of their total spend with these MBE/WBE firms. Otis also utilizes Automotive Rental Inc. (WBE) and Faison Office Products (MBE) for 100% of fleet vehicles and office product needs, respectively.

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. 15 (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 enter into a five-year service agreement with Otis Elevator Company to provide elevator maintenance at the West General Robinson Street Garage in an amount not to exceed of \$88,641 and Gold 1 Garage in an amount not to exceed of \$53,184; 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 Structural Engineering Corporation of Pittsburgh (dba Atlantic Engineering Services of Pittsburgh) in an amount not-to-exceed \$53,200 for three inspections (2023, 2025, 2027) and the design, bidding and construction administration of the 2022 repair program at the West General Robinson Street Garage and Gold 1 Garage.

Mr. Williams stated the Authority and the SEA have a program to inspect the three North Shore garages, including WGRSG and G1G owned by the Authority, and the Tribute for Children Memorial every other year. The practice is to have a consulting engineering firm conduct visual inspections and generate a report with deficiencies, locations, and estimated repair costs. The report is used to develop a maintenance and repair program. The previous inspection contracts expired in 2021, for both authorities, with the last reports completed in 2021. The recommended repairs from these reports have yet to be completed.

The Authority and the SEA jointly issued a RFP for inspection services for the years 2023, 2025, and 2027. The authorities also requested hourly rates that would apply to out-of-scope work, including the design, bidding, and contract administration for repairs recommended by the 2021 reports. The RFP was advertised in the Post-Gazette, New Pittsburgh Courier, on the SEA's website, and the URA assisted with social media communication by including the opportunity in its Twitter, Facebook, and LinkedIn postings. A non-mandatory pre-proposal meeting was conducted with 11 companies present, and 11 proposals were received. A selection committee comprised of Authority and ALCO Parking personnel reviewed the proposals, and six (6) firms were interviewed.

Mr. Williams further stated the selection committee recommends Atlantic Engineering Services ("AES") given the proposal price, similar project experience, and MBE/WBE participation. AES proposed a lump sum amount for the 2023, 2025, and 2027 inspections at WGRSG and G1G, totaling \$33,000. AES also proposed hourly rates for out-of-scope work, such as work with respect to the 2022 repair program or future repairs recommended by an inspection report. Based on AES's proposal, the cost for design, bidding, and contract administration of the 2022 repair program is estimated at \$9,300 for G1G and \$10,900 for WGRSG. This board authorization is for a not to exceed amount of \$53,200 (\$33,000 lump sum plus hourly amount up to \$20,200).

There is 33% MBE participation with Graves Design Group and 14% WBE participation with Crawford Consulting.

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

Mr. Keith Reed asked if the amount of \$53,200 was correct, as the agenda displayed an amount of \$48,700.

Ms. Mary Conturo confirmed that \$53,200 is correct.

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. 16 (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 Structural Engineering Corporation of Pittsburgh (dba Atlantic Engineering Services) in an amount not-to-exceed \$53,200 for three inspections (2023, 2025, 2027) and the design, bidding and construction administration of the 2022 repair program at the Gold 1 Garage and the West General Robinson Street Garage; 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.

- C. Authorization to extend the agreement with the Port Authority of Allegheny County in support of a free-fare zone at North Side T Station for two years (for April 1, 2022 through March 31, 2024).

Mr. Doug Straley stated on March 25, 2012, the Port Authority of Allegheny County (“Port Authority”) opened the extension of its T Line, known as the North Shore Connector, located adjacent to the WGRSG.

The North Side T Station is part of the Port Authority’s “free fare zone,” and the Port Authority does not charge a fare to ride the T between the North Side T Station and the central business district. The Authority and Port Authority have had an agreement since 2012 in which the Authority makes payments to the Port Authority to assist with the costs of keeping the North Side T Station in the free fare zone.

The most recent extension was from April 1, 2021, to March 31, 2022. Mr. Straley stated that per that 2021 agreement, the payment was to remain unchanged (\$265,000 annually, \$22,083/monthly), with the condition that that no monthly payment would be due until the garages (Gold 1 Garage, North Shore Garage and WGRSG) and lots (Gold Lot 1, Gold Lot 2 and Red Lot 6) reach 90% occupancy for three consecutive months for both daily and event usage. No payment was made by the Authority or ALCO Parking from April 2021 to March 2022 because the daily

occupancy has been less than 25%. The Port Authority is using CARES Act money to cover the payments.

A two year extension is now before you. Mr. Straley stated, per Port Authority's request, and agreed to by ALCO, the percentage is reduced from 90% to 85% occupancy for both daily and events for the first year (4/1/22-3/31/23) and then from 85% to 80% in the second year (4/1/23-3/31/24). ALCO and Authority staff recommend the two-year extension from April 1, 2022 to March 31, 2024.

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. 17 (2022)

RESOLVED by the Stadium Authority of the City of Pittsburgh that its Executive Director and other proper officers are authorized to extend the agreement with the Port Authority of Allegheny County in support of a free-fare zone at North Side T Station for two years (from April 1, 2022 through March 31, 2024); 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.

D. Approval of the Stadium Authority's Audited Financial Statements as of and for the year ended December 31, 2021.

Mr. Jhason Dixon stated the audit of the Authority's financial statements for the year ended December 31, 2021, was completed by MaherDuessel ("MD").

MD issued its report with an unmodified opinion that the Audited Financial Statements present fairly, in all material respects, the net position, revenue, expenses, and cash flows of the Authority. There were no significant deficiencies, findings, or questioned costs resulting from the audit, and therefore, no management letter was issued. A federal audit was not required.

On March 22, 2022, Jeff Kent and other representatives of MD reviewed the draft independent auditor's report and financial statements with the Authority Board's Treasurer (Rev. Brenda Gregg), Authority Executive Director (Mary Conturo), CFO (Rosanne Casciato), and Controller (Jhason Dixon).

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

Mr. Lederman stated it was a perfectly clean audit.

Mr. Dixon confirmed that is correct.

Mr. Lederman stated this continues our long line of clean audits and thanked those who watch over this money.

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. 18 (2022)

RESOLVED by the Stadium Authority of the City of Pittsburgh that its Audited Financial Statements for the year ending December 31, 2021 and the related Independent Auditor's Report, which were prepared by MaherDuessel (MD), are hereby accepted; 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.

The board offered congratulations to Ms. Rosanne Casciato on her planned retirement.

5. Adjournment

The meeting was adjourned at 2:26 P.M.