

# Quote Request

## Authority Wide Cell Tower Lease Review

**Quotes due March 2, 2015 @ 10:00 a.m.**

**Fax to Debbie Norkevicius at (412) 456-5007**

### Scope of Work

**Rooftop/Tower Lease Review:** Vendor will review the Housing Authority of the City of Pittsburgh's (HACP) current rooftop/tower leases on Site to identify current financial, liability, and compliance issues, as well as future development and disposition concerns that may need to be addressed in the Leases going forward ("Lease Assessment"). Vendor shall provide the HACP a copy of the Lease Assessment for HACP's review. Upon HACP's examination of the Lease Assessment and strategies for optimizing the structure of the Leases going forward.

**Tower Site Evaluation:** Vendor shall evaluate the current rooftop/tower sites (approximately 5 locations) and surrounding areas to determine factors that include, but shall not be limited to, the following:

- The type of telecommunications equipment currently located at the respective Site; the current value of such equipment to tenant based upon wireless coverage/data needs in immediate area; and potential necessity for future equipment upgrades or premises expansion;
- Characteristics of the respective Site, as applicable, including carrier name, site classification, latitude and longitude data, FCC ASR Number, FAA Study Number, date installed/constructed, structure height, ground elevation, compound size; wireless carrier spectrum information; immediate population densities and wireless subscriber demographics that the site serves;
- Comparable existing or proposed rooftop, structure (water tower, flagpole, billboard, etc.) or tower sites in the immediate area that are currently or are scheduled to be used for comparable telecommunications equipment; and an assessment of the characteristics of such existing or proposed wireless facilities and their impact on the respective Site; and
- Determination of short-term and long-term viability of the respective Site due to technological advancement and resulting wireless site redundancy, telecommunications industry corporate restructuring and mergers; and contraction or expansion of the subject wireless network in the immediate subject areas.

**Lease and Tower Site Valuation:** Vendor shall present, based upon the above described respective Lease and Tower Site Evaluation and comparable available rent data, a valuation of the current rent range should be garnered by the HACP for the occupancy and use of the respective Site. Vendor shall also provide HACP general consultation regarding both immediate value of the respective Site to the applicable tenant, as well as long-term value due to the expansion or contraction of the utility of the respective Site. The afore-described evaluation shall be based on the available data related to the respective Site and immediate area. Vendor shall share both that data and relevant mapping of

the respective Site (aerial, ground level, topography, coverage etc.), and surrounding existing wireless facilities.

HACP Consultation Services: Vendor shall, upon HACP's review and analysis of the above-described evaluations, scheduled time(s) for follow-up conference call(s) that shall be for the purposes of discussion of such evaluations and the information provided therein and to offer the HACP counsel as to the optimal monetary and non-monetary structure as it relates to the tenant's current and future use of the respective Site.

**Please contact Debbie Norkevicius at 412.456.5000 ext 8505 or [Debbie.Norkevicius@HACP.org](mailto:Debbie.Norkevicius@HACP.org) with any questions about the above scope.**

**Hourly Rate:** \$ \_\_\_\_\_

**Hourly Rate:** \_\_\_\_\_  
(in words)

(Please print clearly)

**Company Name:** \_\_\_\_\_

**Signature:** \_\_\_\_\_

**Print Name:** \_\_\_\_\_  
(of person signing)

**Address:** \_\_\_\_\_  
(of company)

**Phone Number:** \_\_\_\_\_ **Fax:** \_\_\_\_\_

**Email:** \_\_\_\_\_