

MINUTES OF THE REGULAR MEETING OF THE PUBLIC PARKING AUTHORITY OF PITTSBURGH THURSDAY MAY 18, 2023

Having been duly advertised in accordance with the Sunshine Act No. 84 of 1986, a virtual meeting of the Public Parking Authority of Pittsburgh was held at 10:03 a.m. on May 18, 2023. The following Board members were present at the start of the meeting: Liz Fishback, and Bobby Palmosina. Stephanie Turman and Kim Lucas joined at 10:15 a.m. Present from staff were David Onorato, Christopher Speers, Chris Holt, Gwen Bolden, Jo-Ann Williams, David Perry, Karla Stanger, Matt Engleson, Anide Michel, Amy Esposito, Karla Turzak, Scott McNaugher, Kathryn Van Why, Tracy Sowinski, Darrell Pollard, and Patricia Konesky. Also present were Nathan Clark of Buchanan, Ingersoll & Rooney; Denise Moschak; Todd Dorsey; Jared Wright; Greg Shumate; Alison Keating and an unknown caller at 614-783-6235.

Mr. Onorato advised that there are currently two Board Members present and that a third is scheduled to join a little late in the meeting. He advised that the meeting would begin by discussing reports and not addressing any items that would need Board vote and will wait to discuss those items when a quorum is present.

Ms. Fishback noted that a Board Meeting can be conducted without a quorum, it is just that actions cannot be taken without a quorum.

Mr. Clark confirmed this to be accurate.

PUBLIC COMMENT

Ms. Fishback asked if there were any public comments.

There were none.

EXECUTIVE DIRECTOR'S REPORT

Mr. Onorato advised the Board that he wanted to recognize Councilman Wilson and congratulate him on his re-election to City Council.

Mr. Onorato advised the Board that he wanted to recognize Gwen Bolden, Director of On Street and Metered Services, for her re-election to the International Parking and Mobility Institute's CAPP (Certified Administration of Public Parking) Board.

Mr. Onorato shared a positive feedback letter received regarding the excellent work performed by one of the maintenance department employees in cleaning and maintaining a lot in his neighborhood. He advised that we did individually recognize the employee as well as his supervisor.

Mr. Onorato advised the Board that the second yearly notice of the courtesy boot notice was mailed this week which warns vehicle owners that their vehicle is on the boot eligibility list. He advised that we usually receive a favorable response to this notification.

Mr. Onorato advised the Board that the next Board meeting scheduled for June 15th will need to be rescheduled due to a number of staff, including himself, will be out of town to attend the International Parking and Mobility Conference (IPMI).

Mr. Onorato discussed the Finance Report, stating that this was another good month for revenues. He advised that revenues in April of 2023 were \$3.7 million which is increased by \$200,000 from last year but still off from 2019's \$4.9 million. He advised that the 2023 year-to-date revenue through April was \$15.1 million up from \$12.9 million during the same period last year and 2019's base year was \$19.2 million, noting that the gap is closing. Mr. Onorato advised that our 2023 revenue budget through April was \$13.6 year-to-date, and the actual to-date revenues are \$15.1 million. He advised that we are starting to close the gap from the 2019 base year with the meter revenue coming back stronger than the garage revenue, noting that garage activity is heavier on Tuesdays, Wednesdays, and Thursdays than on Monday and Friday.

Mr. Onorato discussed the Garage Facility Reports, noting that they are going in the same direction as the Finance Reports. He advised that the 46 percent reduction in revenues at the Forbes-Semple garage is due to the on-going construction. He also advised that the reduction in Wood-Allies is due to the construction and closure of the top two levels of the facility. He also advised that the red garage at the Grant Street Transportation Center remains closed unless there is a large event at the Convention Center, in which case it will open. He advised that garage revenues are trending in the right direction, however not as quickly as the meters. Mr. Onorato discussed the yearly report pointing out that Wood-Allies is still showing a positive number as construction there has just recently begun. The construction at the Forbes-Semple Garage has been on-going for a long time, reminding that this closure was initiated by the Authority for the safety of the structural integrity of the facility.

Mr. Onorato discussed the Enforcement Report, advising that street cleaning resumed in April and this violation, along with meters and residential permit parking violations, account for approximately 80 percent of the total tickets issued for the month. He advised that just 21,000 tickets were issued in April 2023, slightly ahead of last month's, noting that we are on pace to attain 300,000 tickets issued for the year if we continue with the same monthly average. Mr. Onorato advised the Board that we have several new Enforcement Officers who are in training and doing well, which compliments the longer-term officers who are also performing well. He discussed the street collection report which reports \$1.4 million in revenue for street and lot collections, including lot leases and Smart Loading Zones up from 2022's \$1.4 million, but still down from 2019 base-year is \$1.7 million. He stated that we are trending in the right direction and hopefully by the end of 2023 we will reach the 2019 numbers.

Mr. Onorato discussed the Parking Court Report, stating that revenues are almost \$1 million ahead of last year's pace.

Discussion was made regarding the rescheduling of June's Board Meeting. Mr. Onorato advised that we have resolutions only as the reports will not be available due to timing.

Ms. Fishback advised that at this point in the meeting, with two additional Board Members joining the meeting, there is now a quorum and action items can be discussed.

Ms. Sturman advised that she could not participate in a verbal way and asked if it was acceptable that she just leave her phone on and remain at the meeting and voting.

Mr. Clark confirmed that she could.

Ms. Fishback requested the records show that Ms. Sturman is present and will be active and voting. She advised Ms. Lucas and Ms. Sturman that the Executive Directors Report and the Departmental Reports were already discussed and that we would be proceeding with action items.

MINUTES

Mr. Onorato asked for approval of the minutes from the April 18, 2023, meeting.

Upon motion by Mr. Palmosina and seconded by Ms. Lucas the minutes were approved as follows: Ms. Lucas, yes; Mr. Palmosina, yes; Ms. Turman, yes; Ms. Fishback, yes.

RESOLUTION NO. 15 OF MAY 2023, "A RESOLUTION TO AMEND/RATIFY THE LANGUAGE STATED IN RESOLUTION 14 OF APRIL 2023 AUTHORIZING THE EXECUTIVE DIRECTOR TO PURCHASE TWO (2) DC FAST CHARGING COMMERCIAL DUAL HOSE AND FOUR (4) LEVEL II COMMERCIAL DUAL HOSE ELECTRIC VEHICLE CHARGING STATIONS THROUGH CHARGEPOINT INCORPORATED, FOR THE SHERIDAN-KIRKWOOD PARKING LOT, was read by Ms. Fishback and considered by the Board.

Mr. Onorato advised that we wanted to make sure it was noted that ChargePoint is working in collaboration with Graybar Electric and we will be purchasing the equipment from them. He advised that Graybar Electric was not noted last month in Resolution No. 14 and should have been. He advised that the total project cost is \$327,533 and the Authority's 20 percent share is \$81,883 and we will be reimbursed the difference of \$245,650 from the DEP (Department of Environmental Protection) grant.

Ms. Turman asked if there was a requirement for purchases from small businesses and could we look forward to getting DBE's participation.

Mr. Onorato advised that this is a purchase of the EV Charging stations and we would look to see if there could be any minority participation in the installation of these units.

Mr. Holt added that we do have minority participation in the line striping of this lot, using Surface Striping, a minority vendor.

Ms. Lucas asked the timing for installation and how long would this engage if at all with the bigger CFI Grant.

Mr. Onorato advised that this Grant is separate and that we have already secured the Grant and the purchase is therefore more time sensitive. He noted that we are still in the process of applying for the CFI and Nevi Grants for Second Avenue and on-street.

Ms. Lucas asked if all the equipment would be compatible.

Mr. Onorato responded that it will be compatible. He advised that we currently work with ChargePoint and if we can continue to do so throughout the system, we will.

Ms. Fishback asked if there were any questions or comments.

There were none.

Upon motion by Ms. Lucas and seconded by Ms. Turman, Resolution No. 15 of 2023 was approved as follows: Ms. Lucas, yes; Mr. Palmosina, yes; Ms. Turman, yes; Ms. Fishback, yes.

RESOLUTION NO. 16 OF MAY 2023, “A RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO AWARD A CONTRACT TO DESMAN, INC. FOR PROVIDING A CITY-WIDE PARKING DEMAND ANALYSIS, was read by Ms. Fishback and considered by the Board.

Mr. Onorato advised that this is a professional service contract for which an RFP was issued and there were four categories used in scoring the proposals, qualifications, experience, technical experience, cost/MBE and that a committee was appointed to score the proposals. He advised that nine firms attended the pre-bid meeting and only one firm submitted a bid. He advised that we did reach out to the firms that did not bid. He stated that a lot of those were smaller firms that did not bid due to the scope of work being too intensive for them and a few firms joined together in submitting the only bid received. He advised that we have been working with the City of Pittsburgh’s administration to determine the value of the assets as they have been receiving numerous requests regarding the properties and they ask that we move forward with a City-wide demand study to determine if the rates in the garages and on-street are set correctly and to determine if any properties should be sold for development purposes. He stated this would help the City to correctly respond to inquiries from developers. He stated that we recommend awarding the contract to Desman, Inc., which is an MBE firm, and noted that they also have committed \$12,000 to a WBE firm under their proposal.

Ms. Fishback asked if the Authority was able to review Desman's proposal with the Mayor's team, as this is a priority for them.

Mr. Onorato responded that while we did review the RFP with them, we did not review the proposals. He noted that we did offer for them to participate in the RFP process and serve on scoring committee, but they did not have any members available to participate.

Ms. Lucas stated that she is concerned that only one bid was received. She stated that she does work with many of the firms that were listed on the bid sheet, she stated that DOMI has interest in the outcome of this work, and she stated that she would like a chance to review the RFP to make sure that it is reading in a way that the industry would want to respond. She stated that only receiving one bid and having multiple firms listed that she knows would be competent and capable to complete this work, it signals to her that there was something in the scope that was not attractive to them or didn't perhaps convey what the City was looking for and therefore she is not comfortable approving of this resolution.

Mr. Onorato responded that the RFP and scope of work was good and that we would share it with Ms. Lucas.

Ms. Fishback asked if this was time sensitive and if the resolution could be tabled until next meeting.

Mr. Onorato responded that he believes we have time to have Ms. Lucas review the RFP and proposals.

Ms. Fishback asked Ms. Lucas that as a Parking Authority Board Member as well as a Director at the City that requested this study be completed, was she comfortable with having the resolution held until the June Board Meeting.

Ms. Lucas stated that she has not had any conversations with the Mayor's Office on the timing of this but she stated that she would think that delaying the vote would be ok and asked if there was a potential to do an email vote if it turns out that after this meeting it is determined that it cannot be delayed until June.

Mr. Clark stated that while the Board can state their approval via email, he believes it is best that it is voting at a meeting.

Ms. Lucas recommended that the resolution be held until the next scheduled meeting and stated that she will engage with the Mayor's Office.

Ms. Fishback asked if there were any questions or comments.

There were none.

Upon motion by Ms. Lucas and seconded by Ms. Turman, Resolution No. 16 of 2023 was deferred until the next meeting.

RESOLUTION NO. 17 OF MAY 2023, “A RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO AWARD A CONTRACT TO DESMAN, INC. FOR PROVIDING ANNUAL GARAGE INSPECTIONS, was read by Ms. Fishback and considered by the Board.

Mr. Onorato reminded the Board that the Trust requires us to complete an annual inspection of our garages for their structural integrity. He advised that our current contract, which expires this year, is with Desman and the annual cost for the past three years was \$32,000 per year. Mr. Onorato advised that the new contract will be a three-year contract with two one-year options. He advised that four vendors attended the pre-bid meeting and two of those submitted bids with the low bid received from Desman, Inc. who is a certified MBE firm.

Ms. Fishback noted that there is a large difference between bid amounts.

Ms. Onorato advised that Desman is a local firm with representatives in the Pittsburgh area, while THA is located near Philadelphia and does not have any local presence. He also advised that Desman has held this contract for the last six years and that they are very familiar with the garages and their structures. He also stated that we are pleased that they submitted the bid of \$32,000 which represents no increase from the last three years.

Ms. Turman said that it is very impressive that we are doing business with local companies.

Mr. Holt added that a scoring committee, which included Councilman Bobby Palmosina and Massaro, an outside consultant, was created to review the bids.

Ms. Lucas stated that she recalled that the Board voted on some emergency repairs a few months ago and was wondering if there had been any issues with this firm identifying any insufficiencies before they became emergencies.

Mr. Onorato responded that Desman is a reputable firm and we have not had any issues with their performance. He noted that some of our structures are over 50 years old so there are some unforeseen issues that arise.

Ms. Fishback asked if there were any questions or comments.

There were none.

Upon motion by Ms. Turman and seconded by Mr. Palmosina, Resolution No. 17 of 2023 was approved as follows: Ms. Lucas, yes; Mr. Palmosina, yes; Ms. Turman, yes; Ms. Fishback, yes.

RESOLUTION NO. 18 OF MAY 2023, “A RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO AWARD A CONTRACT TO PSX, INC. FOR PARKING ACCESS AND REVENUE CONTROL SYSTEM (PARCS) FOR FIVE (5) AUTHORITY-OWNED GARAGES, was read by Ms. Fishback and considered by the Board.

Mr. Onorato advised that we will be replacing approximately 50 percent of our revenue control equipment in our garages. He noted that the current equipment is in excess of 18-20 years old and has reached the end of their useful life. He advised that the revenue control equipment brings in about 60 percent of our revenues and we therefore want to maintain this equipment. He advised that eleven vendors attended the pre-bid meeting, seven of those submitted bids and four of those firms, PSX, Flash Parking, Flowbird and Tiba were shortlisted for interviews. He advised that this was a professional services contract and not a low bid contract and proposals were scored by committee members on categories including prior experience, project implementation, operations solutions, customer interface, existing infrastructure, cost, value added items, MBE participation and warranty. He advised that after the interview we are recommending that the contract be awarded to PSX, Inc. in the amount of \$1,346,478.00 and advised that there is a one-time cost of approximately \$984,000.00 for cost and equipment and the balance would be for warranty, software, and maintenance.

Ms. Fishback asked about the proposed useful life of the new equipment and since PSX was not the lowest bid, what were some of the deciding factors in choosing them.

Mr. Onorato advised that the equipment being replaced is over 20 years old and it is very hard to service or obtain parts and stated he would expect at least eight to ten years out of this new equipment. He advised that if this gets installed this year, and we are pleased with its operation, it is included in the RFP to award the vendor the contract to complete the balance of the garages in our system. Mr. Onorato advised that the proposals were independently scored on the categories previously mentioned, and then the four shortlisted firms were also evaluated on their presentation of their equipment, software, reporting capabilities, prior experience, and implementation schedule. He noted that PSX is the current equipment vendor in these garages.

Ms. Turman asked what PSX’s MBE/WBE participation level was.

Mr. Onorato responded that PSX does not have an MBE/WBE participation level in their proposal and when asked their reason, they supplied a letter showing that they did a good faith effort to try to obtain MBE vendors for participation but that they could not work out any agreement with any of those. He stated that PSX advised that contracting and using an MBE on this contract would cause their bid to increase. Mr. Onorato stated that he would be happy to share their response letter with the Board.

Ms. Turman replied that this is not acceptable, and she believes that there are local companies that could participate in this contract and stated that she would not approve this contract with zero MBE participation.

Mr. Onorato stated that while he understands he would need to follow the established process for voting and cannot ask the vendors to change their bids.

Ms. Turman replied that she is not asking that the vendors change their bids, but to identify a DBE as a sub-contractor. She stated that she would like to table this resolution to permit further discussions.

Mr. Onorato replied that the resolution could be tabled and asked Mr. Clark if the Authority would be permitted to reach out to vendors to discuss adding MBE companies at the same price as their original bid.

Mr. Clark advised that this was permissible if the vendors did not adjust or change their price.

Ms. Fishback asked if there were any questions or comments.

There were none.

Upon motion by Ms. Turman and seconded by Ms. Lucas, Resolution No. 18 of 2023 was tabled.

RESOLUTION NO. 19 OF MAY 2023, “A RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO PURCHASE TWO (2) NEW ELECTRIC FLEET VEHICLES, BOTH 2023 CHEVY BOLTS, FOR THE DEPARTMENT OF ENFORCEMENT FROM TRI-STAR CHEVROLET, was read by Ms. Fishback and considered by the Board.

Mr. Onorato advised that part of the Authority’s capital budget program some of our vehicles are replaced yearly. He advised that our fleet currently has 33 vehicles with 18 of those assigned to the Enforcement Department and we are looking to replace two 2013 vehicles, one having 72,000 miles and the other having 60,000 miles and are both in poor condition. He advised that this is the first time that we will be purchasing electric vehicles for our fleet. He advised that this purchase would be a total cost of \$52,976.70 with an additional estimate of \$2,500 for vehicle decals.

Ms. Lucas asked what the condition scores consist of as she stated the mileage looks low for vehicles to be listed as poor condition.

Mr. Holt advised that the vehicles are listed by the number of repairs made to the vehicles, the effects of city driving and the different drivers utilizing the vehicles.

Ms. Lucas stated that she hoped that the Authority has a robust training program for their vehicle operators so that they are operating safely and responsibly.

Mr. Onorato responded that we try to replace vehicles on a regular on-going basis, based on age and usefulness, so that it does not get to the point where we need to replace the entire fleet at once.

Mr. Holt added that driver error, how the different operators treat the vehicles, hitting pothole and hitting curbs, the driving habits need to be looked into.

Mr. Onorato responded that we do not have a driver education program and stated that if she would share with him the name of the organization that they utilize he would be happy to reach out to them for information.

Ms. Fishback asked if there were any questions or comments.

There were none.

Upon motion by Ms. Lucas and seconded by Mr. Palmosina, Resolution No. 19 of 2023 was approved as follows: Ms. Lucas, yes; Mr. Palmosina, yes; Ms. Turman, yes; Ms. Fishback, yes.

NEW BUSINESS

Ms. Fishback asked if there were any new or old business matters to discuss.

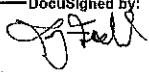
Ms. Fishback advised Ms. Turman and Ms. Lucas that prior to their arrival at the meeting there was discussion regarding the rescheduling of the June 15th meeting.

Ms. Fishback asked if there were any additional new or old business matters to discuss.

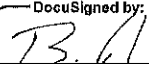
There were none.

The meeting was adjourned at 10:53 a.m. with all the Board expressing their approval.

APPROVED TO CONTENT

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Chairman

ACCEPTED FOR FILING IN THE AUTHORITY'S BOOK OF MINUTES

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Approval