

**MINUTES OF THE REGULAR MEETING OF THE**  
**PUBLIC PARKING AUTHORITY OF PITTSBURGH**  
**THURSDAY MAY 21, 2015**

Having been duly advertised in accordance with the Sunshine Act No. 84 of 1986, a regular meeting of the Public Parking Authority of Pittsburgh was held on May 21, 2015 at 10:06 a.m. at 232 Boulevard of the Allies, Pittsburgh, PA 15222-1616. The following Board members were present at the start of the meeting: Cathy Qureshi, Jeff Cohen and Aradhna Oliphant. Present from staff were: David Onorato, Anthony Boule, Christopher Speers, Jo-Ann Williams, Judi DeVito, Chris Holt, Wes Pollard, Bill Conner, Janet Staab, Tracy Sowinski, Patrick Osuch, Jerry Kurzawski and Patricia Konesky. Also present were Jason Wrona of Buchanan Ingersoll and William Stewart of Strategic Communications.

**MINUTES**

Ms. Qureshi asked for approval of the minutes from the regular meeting held on April 16, 2015.

Ms. Oliphant stated that she does not believe that she can second the motion because she was not in attendance at the previous month's meeting.

Mr. Wrona advised that once the meeting minutes were read and determined to be a true and accurate copy of the minutes, a member could vote to approve them even if they were not present.

Upon motion by Mr. Cohen and seconded by Ms. Qureshi, the minutes were approved as follows: Mr. Cohen, yes; Ms. Oliphant, yes; Ms. Qureshi, yes.

**PUBLIC COMMENT**

Ms. Qureshi asked if there were any public comments.

There were no public comments.

**EXECUTIVE DIRECTOR'S REPORT**

Mr. Onorato stated that he had already advised the Board that Ms. Fabian had resigned her Board position as she is relocating her residency to outside the state. He noted that he has advised the City administration that, with her resignation, there are now two open seats on the PPAP Board. He stated that he was advised that they are working to fill the vacancies.

Mr. Onorato advised that he signed the contract for the bond refinancing, with PNC as the bond underwriter and Campbell & Levine as the bond counsel.

Mr. Onorato advised the Board that the first EV (electric vehicle) charging units have been installed in the First Avenue Garage. He advised that they have been in use every day since their arrival.

Mr. Onorato advised that the Authority is upgrading the Residential Parking Permit Renewal portal which, as part of the existing contract, will make permits available for online purchase. He stated that the service will also apply to permit renewals but not to visitor's permits.

Mr. Onorato updated the Board that the Authority received nine proposals for the pay-by-phone technology upgrade and advised that a committee will review the proposals and conduct interviews with the short-listed firms. He said he anticipates awarding the contract at our June meeting. Mr. Onorato stated that he will let the Board know the dates of the interviews and extended an invitation for them to participate.

Mr. Onorato updated the Board that the City's bike-share program is scheduled to debut on May 31, 2015. He advised that we currently anticipate that this program will result in approximately 40 spaces being removed from the Authority's inventory, and said the number of affected parking spaces may change because the specific share locations are not determined as yet.

Ms. Oliphant asked if the lost revenues and meter-removal costs are to be assumed by the Authority.

Mr. Onorato confirmed that the Authority will be responsible for removing meters but the City's Public Works department will be responsible for relocation of the signage.

Ms. Qureshi asked if the bike-share program is a for-profit program for either party.

Mr. Onorato responded that he is not aware of the terms of the provider's agreement with the City and is not aware if the program generates any type of profit.

Ms. Onorato updated the Board that the Authority is one of six municipalities selected by the International Parking Institute to beta test an accreditation process it has been developing over the last three years. He advised that while the industry has accreditation standards, they have not been formalized and said this program will accomplish that objective.

Ms. Oliphant asked if this accreditation program includes elements such as bike-sharing and standards for Green certification and sustainability.

Mr. Onorato advised that this program is very detailed and covers every parking aspect, including operations, finance, customer services as well as those she mentioned.

Mr. Onorato discussed the packet's Financial Report comparing revenue between April 2014 and April 2015, stating that we are approximately 17 percent above target due to the rate increase. He noted that expenses to date are approximately three percent below budget.

Mr. Onorato discussed the Facilities Report, which shows that garage revenues are up from

last year due to the rate increase with two facilities showing a reduction because of construction.

Mr. Onorato discussed the Enforcement Meter Reports showing that revenues from tickets are up from 2014 for street and lot locations. He advised that lot leases are down due to the loss of UPMC leases in the East Liberty lot, noting that a resolution is being presented today that we hope will adjust parking trends to compensate for this loss. He noted that a street-rate increase during the period accounts for the rise in total revenue.

Mr. Onorato discussed the Parking Court Report, noting that revenue from tickets is down. He said he believes the decline is due to people being increasingly in compliance and paying at the meter.

Mr. Cohen asked how garage utilization was trending.

Mr. Onorato replied that since the garage rate increase, most of the garages have steadily increased utilization and are at or over 95 percent of capacity, or where they were prior to the August rate increase.

Mr. Onorato asked if there were any questions on the monthly reports.

There were none.

## **RESOLUTIONS**

**RESOLUTION NO. 18 OF MAY 2015, "A RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO AWARD A CONTRACT TO ANDREAS PAINTING CONTRACTOR, INC. FOR THE INTERIOR SURFACE PAINTING AT SMITHFIELD-LIBERTY PARKING GARAGE,** was read by Ms. Qureshi and considered by the Board.

Mr. Onorato advised the Board that this scope of work was not included in the original rehabilitation, which was limited to deck, column and surface repair. He advised that the Authority chose to proceed with painting the entire interior surface and issued an RFP for that purpose. He advised that eight firms attended the mandatory pre-bid meeting and three of those submitted proposals. He then advised that the low-cost bidder withdrew its bid, stating that it was unable to complete the scope of work at the price it submitted. He stated that the firm asked if it could resubmit a price, but was advised that it could not do so.

Mr. Cohen asked if staff had any idea why there was such a large discrepancy in the amounts of the bids submitted.

Mr. Onorato stated that he believed that Nathan did not want the job and therefore bid high after not being awarded this work through a change order to the construction work they are currently completing at this location. He stated that there was a difference of approximately \$100,000 between the proposed change-order amount and the amount the firm submitted in response to the RFP.

Mr. Onorato noted that with over 300,000 square foot of area to be painted, the Authority believes that between \$1.00 and \$1.50 a square foot, materials included, is a fair price. He noted that the Authority is allowing 60 days for completion of the painting.

Mr. Holt advised that this is a compressed time window for this scope of work.

Mr. Cohen asked if the Authority has used this contractor in the past and where they are located.

Mr. Onorato responded that Andreas Painting Contracting has not previously completed any projects for the Authority.

Mr. Holt advised that it is up to the contractor to determine the quantity of manpower required to meet the Authority's proposed deadline. He stated that the firm is responsible to complete an on-site walk-through, and it is up to them to justify the manpower required to complete the work in the required timeframe. Mr. Holt replied that the Authority has not used this firm in the past as it is a new company located in Canonsburg.

Mr. Cohen asked if the Authority checked this company's references.

Mr. Holt replied that this company has done work for Carnegie Mellon University and that we could check with the maintenance department at CMU for a reference if needed.

Mr. Cohen stressed his concerns that with a contract of this dollar amount, the Authority should indeed check references.

Ms. Oliphant stated that the resolution should be amended to state that the contract will be awarded based on satisfactory responses from the reference checks and other interviews. She also asked how urgent it was to get the reference checks completed.

Mr. Onorato responded that it is urgent as this work would need to be completed in order to get the garage re-opened.

Mr. Cohen asked how soon this contractor could begin painting.

Mr. Onorato replied that they would need to coordinate with the company currently on-site completing its construction work. He said it is scheduled to be off-site by July 2.

Mr. Cohen asked if this contractor submitted a performance bond.

Mr. Holt replied that they do have a performance bond.

Mr. Wrona stated that if the contractor quits the job, then we can use the bond provision guaranteeing that someone else can step in and complete the scope of work. He said if they prove to be negligent or don't meet their performance milestones, the Authority can place them in default.

Mr. Cohen stated that he feels it is unusual that five firms did not bid and that one

bid below the cost of actually doing the work. He said he would have thought that a job of this cost would have generated more than three bids.

Ms. Oliphant stated that it depends on a few factors, whether or not the job is complicated or if the job has a relatively narrow time window. She commented that not everyone has the capacity to fit such a large job in such a tight window, so she is not quite surprised. She asked the Executive Director if the price seems a reasonable cost per square foot.

Mr. Onorato replied that we can double check with our engineer to ensure that the square-footage cost projection is reasonable.

Ms. Qureshi stated that she feels this outcome is the natural result of public procurement a procedure which is very, very important. She stated she believes that the Authority did the right thing by going out to bid for this work. She noted that the easiest thing that could have been done was to have the contractor on site, Nathan Contracting, just add this additional work to its project, but because it was out of scope, she believed that bidding was the right thing to do. She stated that if Nathan wanted the work, it could have bid lower. She added that going through a public process is not all smooth sailing, but it is the right thing to do as long as you know that you have enough background and information and have successfully done jobs of this scope. .

Ms. Oliphant proposed a motion to give permission to the Executive Director to accept this bid, pending satisfactory reference checks and consultation with our engineering firm.

Mr. Onorato stated that the Authority will check the references. He noted that this is the type of project that the public will see upon its completion. He said they will not be aware of the beam or cement repairs, but will see the paint job immediately. He then advised that the Authority plans a customer-appreciation day upon completion and a full re-opening.

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

There were none.

Upon motion by Ms. Oliphant and seconded by Mr. Cohen, Amended Resolution No. 18 of 2015 was approved as follows: Mr. Cohen, yes; Ms. Oliphant, yes; Ms. Qureshi, yes.

**RESOLUTION NO. 19 OF MAY 2015, “A RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO NEGOTIATE AND ENTER INTO A CONSTRUCTION AND MAINTENANCE COOPERATION AGREEMENT BY AND BETWEEN THE AUTHORITY AND THE COUNTY OF ALLEGHENY”,** was read by Ms. Qureshi and considered by the Board.

Mr. Onorato stated that the 10<sup>th</sup> Street Bridge crosses over the Second Avenue Parking Lot and said the County and Penn Dot are in the process of repairing the structure. He shared a drawing of a view of the lot and surrounding parcels and pointed out the area under the bridge that the easement agreement will cover. He stated that this area is located on the hillside and spans approximately 500 square feet and does not affect the lot's operation or impinge on any of



its parking spaces. He advised that the Authority has worked with Penn Dot and the County in the past on bridge-related projects. Mr. Onorato noted that we are already giving them access to the site and advised that this agreement will give them permanent access to its shelter portion, which contains power boxes and provides direct access to and from the Second Avenue sidewalk.

Ms. Oliphant asked if this agreement exposes the Authority to any legal liability if something should happen to the bridge.

Mr. Wrona replied that the County and Penn Dot already have the right to access our property because the bridge runs above the Authority property, so by virtue of right of way they could come in and perform the needed work with no protection for the Authority. He advised that in this agreement, we are placing safeguards, indemnifications, insurance and maintenance requirements, such as the placement of appropriate safety netting under the bridge. Mr. Wrona stated that he cannot tell the Board that it is without risk but said it is less risky with this agreement in place than it is without it. He stated that if Penn Dot is doing the work and is the cause of an accident that would be Penn Dot's responsibility, and as long as the Authority does not cause any accidents or contribute to one, it has no liability. He stated that it doesn't mean that someone can't and won't sue the Authority, but said the question is do we have a good defense. Mr. Wrona said he believes that this agreement gives the Authority a good defense.

Mr. Cohen asked how many spaces the Authority had to take out of service for the bridge project.

Mr. Onorato advised that the first phase would affect 50 spaces but said that the Authority currently has approximately 30 to 40 open spaces on a daily basis.

Mr. Wrona advised that the County and Penn Dot have a right to condemn this area and said the compensation that they are paying is based on their condemnation damage calculations. He noted that if the Authority did not cooperate with the project the County could condemn the area and take control without any payment to the Authority.

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

There were none.

Upon motion by Ms. Oliphant and seconded by Mr. Cohen, Resolution No. 19 of 2015 was approved as follows: Mr. Cohen, yes; Ms. Oliphant, yes; Ms. Qureshi, yes.

**RESOLUTION NO. 20 OF MAY 2015, "A RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO SOLICIT BIDS FOR THE PURCHASE OF HANDHELD TICKET WRITING UNITS AND PRINTERS"**, was read by Ms. Qureshi and considered by the Board.

Mr. Onorato advised the Board that the ticket-writing units and printers are five years old and are still in daily use. He stated that the technology has changed drastically since the original

purchase and said we feel that newer upgraded technology will improve efficiencies. He also advised that, going forward, we anticipate a three-year useful life for the hardware purchased.

Ms. Qureshi asked if the Authority had an anticipated cost for this upgrade.

Mr. Onorato responded that we anticipate a price of approximately \$500 per unit and the purchase of approximately 50 units. He advised that we are currently field-testing a model that can scan license plates, which can be advantageous depending upon the enforcement location.

Mr. Cohen asked how long the Authority plans on keeping the new units and if we considered leasing as an option. He said he realizes that sometimes leasing is more expensive, but upgrades in technology may be automatically covered by the leasing plan. He stated that the Authority should explore all equipment options and take the time to select the technology and options most useful to its purpose. He noted that he will be looking at these particular products when he attends the International Parking Institute Conference in July.

Ms. Oliphant stated that there may be an opportunity for the Authority to work with Carnegie Mellon University to develop an application that will place the Authority on the cutting edge of technology while also saving the Authority money.

Mr. Onorato replied that in the case in planning for the implementation of pay-by-phone, Authority staff met with students from CMU who have created their own company, Meter Feeders, which did submit a proposal for the pay-by-phone addition.

Ms. Qureshi asked if there were any additional questions or comments.

Ms. Qureshi stated that going in this direction is right for technology innovation, adding that the requirement of printed tickets limits our options to some degree. She said, as currently proposed, this resolution authorizes the Executive Director to solicit bids only for purchase, she asked if the Board should amend this resolution to include the leasing option.

Mr. Onorato stated that the Authority will explore all options. He stated that we have an idea of the type of technology available but we will issue the RFP, which may result in bringing new technology to the table. He stated that the newer equipment has the ability to scan plates and take pictures, but it is unrealistic to believe the equipment will last at least five years.

Ms. Oliphant asked if there was sufficient time to allow the Authority time to explore all options.

Mr. Onorato stated that the Authority has already done its research and due diligence and said he believes that we may become more educated once the proposals are received.

Mr. Cohen asked if the Authority is looking at the same company that we use now or if other companies are being considered.

Mr. Onorato responded that the current company is one of the possibilities but that there are other suppliers that may have better equipment. He stated that we get

input from our Informational Technology department, as well as from the officers who actually use the equipment. He advised that this change is not going to be a drastic one for the officers, as was the case when the Authority upgraded from paper tickets to electronic ticket writing. He stated that the functions that the officers now perform with the unit are not going to change.

Mr. Wrona suggested that the Authority consider postponing the awarding of the pay-by-phone technology contract, until after the International Parking Institutes annual conference where Mr. Onorato and Mr. Cohen will be able to see the most current technology first-hand.

Mr. Onorato advised that this resolution is a two-part proposition, this one being the hardware portion. He advised that the Authority will be presenting the software portion at next month's meeting. He noted that the Authority would negotiate the warranty and service agreement.

Mr. Wrona advised that there is no need to amend this resolution, the Executive Director has the authority to issue any RFP, but it's the contract itself that needs to be voted on by the Board.

Ms. Qureshi asked if there was any additional questions.

There were no additional questions or comments.

Upon motion by Ms. Oliphant and seconded by Mr. Cohen, Resolution No. 20 of 2015 was approved as follows: Mr. Cohen, yes; Ms. Oliphant, yes; Ms. Qureshi, yes.

**RESOLUTION NO. 21 OF MAY 2015, "A RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO OFFER MONTHLY PARKING LEASES AT A REDUCED RATE AT THE PENN CIRCLE NW AND THE ANSLEY BEATTY PARKING LOTS EFFECTIVE JUNE 1, 2015"**, was read by Ms. Qureshi and considered by the Board.

Mr. Onorato circulated a map that shows the Parking Authority lots located in the East Liberty neighborhood. He advised that through site visits and utilization reports, the staff determined that the Penn Circle NW and Ansley Beatty lots are underutilized. He advised that the Penn Circle Lot has 125 spaces and, at this point, we are lucky if five vehicles park there daily while Eva Beatty and Tamello Beatty, which is located right by the Penn Circle Lot, is fully utilized daily. Mr. Onorato said there are times that the Authority has to honor on-street parking by lease customers due to the large number of transient parkers using that lot. He advised that with the proposed reduction in rates at the Penn Circle NW and Ansley Beatty we are attempting to change parking habits to encourage all day parkers to use those lots. He advised that we will contact the current lease holders of both Eva Beatty and Tamello Beatty and offer them a lease at the reduced rate to encourage them to move. He also updated the Board that the underutilized Harvard Beatty Lot has been sold by the City to the URA and we most likely will be removing our meters from the lot in the next month or two. He explained that the Harvard Beatty lot was actually owned by the City and operated by the Parking Authority. He advised that the lease rates in the lots involved will be reduced from \$90.00 per month to \$60.00 and said the transient hourly rate will drop from \$1.00 per hour to \$.50 cents per hour,



Ms. Oliphant asked the number of spaces in the Harvard Beatty Lot and the utilization rate as well.

Mr. Onorato responded that the Harvard Beatty Lot has 61 spaces and said utilization is very low. He noted that the three lots, Harvard Beatty, Penn Circle NW and Ansley Beatty formerly were heavily leased by UPMC employees and said those were cancelled this past January.

Mr. Cohen asked how people would know the new rates in these lots.

Mr. Onorato advised that signage will be erected as well as Authority personnel will personally contact all lease holders in the East Liberty area and offer them the ability to transfer their lease locations.

Ms. Qureshi stated that this plan sounds well thought out and asked if there were any questions or comments.

There were none.

Upon motion by Ms. Oliphant and seconded by Mr. Cohen, Resolution No. 21 of 2015 was approved as follows: Mr. Cohen, yes; Ms. Oliphant, yes; Ms. Qureshi, yes.

## **OLD/NEW BUSINESS**

Ms. Qureshi asked if there was any old or new business.

Ms. Qureshi advised that Mr. Onorato was recently elected to serve on the International Parking Institutes Board of Directors and this is a huge recognition. She asked Mr. Onorato to give a brief overview.

Mr. Onorato advised that the International Parking Institute is the largest parking organization with representatives from all 50 states as well as international countries. He advised that there is a 15-member Board and this election had 26 candidates running for seven positions and that the new Board will be sworn in during the IPI convention in July. He advised that the Board term is two years and will require monthly calls as well as attendance at two on-site meetings per year. He stated that he is honored to be elected and looks forward to serving. He sees this as an opportunity to look at other cities and countries and see what they are doing in regards to parking and having a voice in the vote on the direction of the parking industry overall.

Ms. Oliphant inquired if Mr. Onorato would be influential in having the convention take place in Pittsburgh.

Mr. Onorato responded that the conference locations are set at least four years in advance and the next four years locations are already chosen. He stated that the 2011 convention was held in Pittsburgh, was well-received and attracted record-setting attendance. He stated that Pittsburgh received nothing but positive follow-up comments and was advised that the organization would definitely consider holding the conference again here in Pittsburgh.

Mr. Cohen asked how the Board is selected.

Mr. Onorato advised that candidates are required to be IPI members in good standing. Candidates choosing to run for a seat on the Board are elected by the members of the association, with one vote per organization.

Ms. Qureshi asked if the additional 14 Board members were all municipal parking organization members.

Mr. Onorato replied that they represent various parking-related organizations, including universities, hospitals, airports and industry vendors and consultants as well.

Mr. Wrona commented that the organization is projecting attendance at this years conference to be somewhere between 3,000 and 4,000 and noted this should give the Board some sort of idea of the size of the organization.

The Board congratulated David on his election to the Board of Directors of the International Parking Institute.

Ms. Qureshi asked if there were any additional questions or comments.

There were none.

The next Board meeting is scheduled for Thursday, June 18, 2015 at 10:00 a.m.

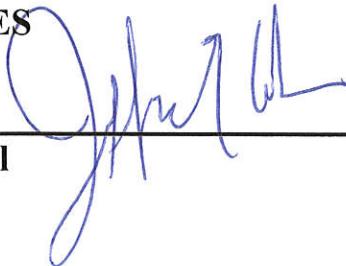
Upon motion by Mr. Cohen and seconded by Ms. Qureshi the meeting was adjourned at 10:58 a.m.

**APPROVED TO CONTENT**



**Chairman**

**ACCEPTED FOR FILING IN THE AUTHORITY'S BOOK OF MINUTES**



**Approval**