

MINUTES OF THE REGULAR MEETING OF THE
PUBLIC PARKING AUTHORITY OF PITTSBURGH
THURSDAY MARCH 17, 2016

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 March 17, 2016 at 10:07 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, Chris Holt, Wes Pollard, James Smith, Tracy Sowinski, Janet Staab, Deb Meyer, Bill Conner, Philip Savino, Patricia Konesky and Kathryn Van Why. Also present were Jason Wrona of Buchanan Ingersoll; Lexi Belculfine of the Pittsburgh Post-Gazette and Bob Bauder of the Pittsburgh Tribune Review; Lisa Haabestad of Benedum Trees Condo Association, William Stewart of Strategic Communications and Jay Sukernek of Riverlife.

MINUTES

Ms. Qureshi asked for approval of the minutes from the regular meeting held on February 18, 2016.

Upon motion by Ms. Oliphant and seconded by Mr. Cohen, 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.

Ms. Haabestad addressed the Board on behalf of the Benedum Trees Condo Association, which is located directly across the street from the Third Avenue Garage that is undergoing major renovations. Ms. Haabestad presented a letter, which she read aloud, asking that the Parking Authority address the issue of transparency when undertaking major construction activity. She referred to a specific encounter with Authority personnel at a Planning Commission meeting, noting that she was not treated or given the same information as other interested parties.

Mr. Sukernek, Vice President and Chief Financial Officer of Riverlife, addressed the Board regarding a resolution on today's agenda asking that the Executive Director of the Parking Authority be given authorization to execute a temporary construction easement for the Mon Wharf. Mr. Sukernek thanked the Authority staff for its work to get this project to this point. He noted that the assignment that was given to Riverlife this week from Penn Dot would have normally taken six months to complete, but said with the cooperation of the Parking Authority and its legal counsel, the work was able to be completed in less than a week. He noted that this segment of the project has basically saved the entire project

by allowing Riverlife to respond to the Penn Dot bids, enabling construction to begin in the spring and be completed by the end of the year. He advised that this project will connect the Mon Wharf landing to the Smithfield Street Bridge and essentially connect the Great Allegheny Passage to Point State Park, which has been a Riverlife objective for at least 15 years. He stated that on behalf of the Riverlife staff and Board of Directors he wanted to thank the Parking Authority for its efforts on this project.

Ms. Qureshi thanked both Ms. Haabestad and Mr. Sukernek for their comments and asked if there were any others who wished to address the Board.

No others expressed a wish to speak.

EXECUTIVE DIRECTOR'S REPORT

Mr. Onorato advised the Board that the repairs at the Third Avenue Garage are approximately 55-percent complete, with the hydro demolition scheduled to be completed at the end of this month.

Mr. Onorato updated the Board on pay-by-phone progress, noting that the feature is working well with approximately 10 to 12 percent of transactions being completed in this manner.

Mr. Onorato updated the Board on the on-going AFSCME contract negotiations, advising that the union members will be voting on the proposed contract during the following week.

Mr. Onorato advised that the Parking Authority participated in the City's St. Patrick's Day celebration by allowing vehicles and shuttles to operate from the Second Avenue parking facility.

Mr. Onorato updated the Board on the Finance Report, noting that the Authority's budget estimate of revenues is on pace for both the monthly and year-to-year comparisons.

Mr. Onorato advised that some of the line items are down, which he had discussed individually with Board Members, and said he would like to share at a later time with the Board some new reports that show an actual, but not a straight-line estimate, of when the revenues will hit the Authority's targets on a monthly basis.

Ms. Qureshi asked how quickly a month's results can be closed out.

Ms. Williams responded that the report is an estimate but that revenues in this report are close to actual and expenses are about 80 to 85 percent of their actual amount. Mr. Onorato noted that there haven't been any issues in the past, but said if there is a discrepancy in revenues it will be brought to the Board's attention.

Mr. Onorato updated the Board on the Facilities Report that lists the garage revenues by location. He noted that prior to today's meeting this report represented net figures, but beginning with today's meeting and going forward, it will be a "gross" report to tie it into the Finance Report just discussed. He advised that the 2016 garage revenue of \$2.8 million ties in with the

\$2.8 million contained in the February Finance Report. He noted that the year-to-date report will also be reporting gross revenues going forward.

Ms. Qureshi noted that the Oliver Garage revenues are down and asked if there were outside issues, unrelated to the Parking Authority, that are affecting the garage.

Mr. Onorato responded that the construction of the new garage at the former Saks site has closed Oliver Avenue from the garage entrance to Smithfield Street. He noted that vehicles exiting the Oliver Garage are now forced to turn left into congested traffic. He also noted that earlier this year a large water main break occurred on Oliver Avenue, which resulted in a complete closure, of the street and a loss of parkers. He advised that just recently we have seen a slight increase in utilization, but said the facility is not back to capacity.

Mr. Speers noted that a good number of construction workers had used this garage but with the larger downtown work, such as the PNC Tower, now completed, we have noticed a reduction in daily parking by that patron group.

Mr. Onorato updated the Board on the Enforcement Meter Report, noting that we are slightly ahead of schedule on the amount of tickets being issued from 2015 to 2016. He stated that the Authority has been employing some different management approaches to increase productivity.

Mr. Onorato advised the Board that street and lot collections have increased this from 2015 to 2016. He also noted that lot leases have decreased, which he attributes to the loss of spaces resulting from the sales of lots.

Mr. Cohen stated that he noticed an increase in violations in 2016, resulting in more tickets being issued, and wondered if it was a productivity issue or due to weather variances.

Mr. Onorato stated that while weather conditions may have a small part in the increase, he believes it mainly due to better productivity from the officers.

Mr. Cohen noted that the amount of the increase indicates that the Authority is doing things right.

Mr. Onorato stated that the Parking Court Report also shows a slight increase in the revenues being collected through ticket fines.

Ms. Qureshi asked if there were any questions on the Executive Report.

There were none.

RESOLUTIONS

RESOLUTION NO. 16 OF MARCH 2016, “A RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO AWARD A CONTRACT TO LERCH BATES INC. FOR PROVIDING ELEVATOR CONSULTING SERVICES FOR THE MODERNIZATION PLANS TO UPGRADE AN EXISTING FREIGHT SERVICE ELEVATOR AT THE MELLON SQUARE GARAGE, was read by Ms. Qureshi and considered by the Board.

Mr. Onorato advised that as part of the capital budget program the Authority would like to take the existing freight elevator in the Mellon Square Garage, which has been inoperable for at least 15 years, to customer use. He advised that the Authority’s capital plan is to replace the two existing customer elevators, but that we don’t want to take out of service until this freight elevator is converted and available. He said the goal is to have two elevators in service at all times. Mr. Onorato advised that two firms submitted bids for this consultant work, reporting that Leach Bates submitted the lowest bid in the amount of \$9,947.00.

Ms. Qureshi inquired if both elevators will reach daylight at the same level.

Mr. Onorato stated that the freight elevator will only come up to the street level and not to the top level of the garage

Ms. Oliphant asked if there was a specific reason that the Authority waited years to restore this elevator.

Mr. Onorato responded that while it has been the Authority’s intention to make these repairs for some time, we wanted to complete the work prior to taking the two existing elevators out of service for upgrades so it was added into the capital budget.

Ms. Oliphant asked why the Authority would not have the same consultant look at all of the elevators at the same time.

Mr. Onorato responded that we do not anticipate completing the repairs on the two existing elevators until the end next year so any evaluation may be outdated.

Ms. Qureshi asked if there were any questions.

There were none.

Upon motion by Ms. Oliphant and seconded by Mr. Cohen, Resolution No. 16 of 2016 was approved as follows: Mr. Cohen, yes; Ms. Oliphant, yes; Ms. Qureshi, yes.

RESOLUTION NO. 17 OF MARCH 2016, “A RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO AWARD A CONTRACT TO CPS CONSTRUCTION GROUP, INC. FOR THE REPAIR

OF THE FIRST AVENUE GARAGE AND STATION ROOF DECK, was read by Ms. Qureshi and considered by the Board.

Mr. Onorato advised that this resolution is connected to the one for lighting upgrades the Board passed previously. He advised that the roof-level deck currently has cracks, and water leaking from the deck is running through to the existing light fixtures. He stated that the Authority would like to fix the issue prior to installing new light fixtures and advised that there were five bids received, the lowest being submitted by CPS Construction Group, Inc. in the amount of \$159,200.

Ms. Qureshi asked for clarification that we use the term base bid in the resolution and asked if there was a specific reason why. She noted that this type of project can be notorious for change orders.

Mr. Onorato responded that the Authority adjusted this because of the miscellaneous expenses included. He said after speaking with the companies that submitted bids, we advised them that we were going to hold them to the submitted bid and any additional miscellaneous expenses will be presented to the Board at a later date in the form of a change notice.

Mr. Holt stated that these quotes are all based on material quantities established by the engineering firm.

Ms. Qureshi asked if it was full slab replacement.

Mr. Holt replied that it is partial slab replacement. He said to keep in mind that this is a precast system, with the biggest part being the removal of the existing caulk joints.

Mr. Cohen asked if the Authority looks at specific parts of the job when there is a big discrepancy to see what they are charging.

Mr. Holt replied that what the vendor submits are scheduled values where costs are broken down by line item, so we would know ahead of time the cost for a particular phase of work and can control it as the work progresses.

Mr. Cohen asked if we have an idea of what the work should cost.

Mr. Holt responded that we do have an educated estimate of the cost and that is the amount we use in our capital budget estimates.

Mr. Cohen stated that his concern is that the Authority awards based on the lowest bid and, with change orders, the accumulated additions escalate the cost of the project.

Ms. Oliphant asked the age of the facility and if was typical for this type of problem to occur in a building of this age.

Mr. Holt replied that the First Avenue Garage is 14 years old and said that the roof deck is exposed to various elements, such as weather, plowing and to chemicals such as calcium used to

remove and melt snow and ice. He advised that this is the only facility that the Authority has that is pre-cast, which means that the large slabs were manufactured off-site and brought to the site and assembled there.

Ms. Oliphant asked who the contractor and consultant were at the time the facility was built and if we have given them updated information on the condition of the roof deck to be kept in mind should they return to the Authority for additional work. She noted that it may not be a bad idea to send these companies an update to make them aware of this so they may have to opportunity to address these types of concerns going forward, whether it be with future work involving the Authority or for other customers.

Mr. Holt responded that IKM was the architect and the P.J. Dick was the contractor on the project. He noted that this type of design was not expected to last a lifetime because of its exposure to deterioration and therefore the Authority needed to be proactive with its maintenance plans.

Mr. Cohen asked if the Authority has previously used the services of CPS Engineering.

Mr. Holt responded that we have used this vendor in the past and had no issues.

Ms. Qureshi asked if there was a warranty.

Mr. Holt replied that there was a one-year warranty that has expired.

Ms. Qureshi asked if there were any additional questions.

There were none.

Upon motion by Ms. Oliphant and seconded by Mr. Cohen, Resolution No. 17 of 2016 was approved as follows: Mr. Cohen, yes; Ms. Oliphant, yes; Ms. Qureshi, yes.

RESOLUTION NO. 18 OF MARCH 2016, "A RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO ISSUE A REQUEST FOR PROPOSALS (RFP) TO SOLICIT FOR A UNIFIED COMMUNICATION (UC) SYSTEM, was read by Ms. Qureshi and considered by the Board.

Mr. Onorato advised that the Authority's phone system is over 20 years old and said we are looking to coincide the upgrade of the main office, the garage and Parking Court systems while also bundling them together. He advised that this resolution is just to solicit bids and the proposals received will be presented to the Board with a recommendation for the awarding of a contract.

Ms. Qureshi asked if there were any questions.

There were none.

Upon motion by Ms. Oliphant and seconded by Mr. Cohen, Resolution No. 18 of 2016 was approved as follows: Mr. Cohen, yes; Ms. Oliphant, yes; Ms. Qureshi, yes.

RESOLUTION NO. 19 OF MARCH 2016, "A RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO PURCHASE ADDITIONAL VEHICLES AND EQUIPMENT NECESSARY FOR ONGOING OPERATIONAL MAINTENANCE AT GARAGE FACILITIES AND LOTS, was read by Ms. Qureshi and considered by the Board.

Mr. Onorato advised that the Authority currently has five mule vehicles to be shared by all of our facilities and five sweeping-scrubbing vehicles. He stated that this additional equipment will be housed at Mellon Square and be used also by our Smithfield/Liberty and Oliver Garages.

Ms. Qureshi asked how the Authority transports this equipment from facility to facility.

Mr. Onorato responded that we use a trailer to transport this equipment and it is usually done during non-peak hours when traffic is light.

Ms. Qureshi stated that the resolution language specifically states "including but not limited to" and references additional vehicles in plural terms. She asked if the intent of the resolution is to spend up to \$40,000 on no more than one of these or if it is to authorize additional purchases as well.

Mr. Onorato confirmed that this resolution is for the one piece of equipment involving an invoice price close to the \$40,000. He stated that we could amend the resolution if necessary.

Mr. Wrona advised that the resolution does not need to be amended, noting that the minutes will reflect that the resolution is limited to the purchase of just one sweeper.

Ms. Qureshi asked if the Authority would select a vendor from the state procurement contract list to purchase this equipment.

Mr. Speers responded that we have two vendors that we typically use. He identified them as Bortex, which sells Advance products and the Tenant Company, maker and manufacturer of the Tenant product.

Ms. Qureshi asked if there were any questions.

There were none.

Upon motion by Ms. Oliphant and seconded by Mr. Cohen, Resolution No. 19 of 2016 was approved as follows: Mr. Cohen, yes; Ms. Oliphant, yes; Ms. Qureshi, yes

RESOLUTION NO. 20 OF MARCH 2016, "A RESOLUTION TO AMEND THE ORIGINAL ANNUAL ESTIMATE FOR PLUMBING SERVICES, was read by Ms. Qureshi and considered by the Board.

Mr. Onorato advised that the Board approved an existing contract for on-call plumbing services for a price that was determined in 2012 and said we have seen this cost escalate yearly due to the aging infrastructure of our facilities. He said because the contract is not to be rebid until 2017, we are asking to increase its annual amount to \$100,000. Mr. Onorato reminded the Board that we had significant repairs last year at Third Avenue Oliver Garage due to the water line breakage on Oliver Avenue as well as the sump pump problem at Mellon Square Garage.

Ms. Oliphant asked the amount of last year's actual costs.

Mr. Onorato responded that operational costs were just under \$138,000.

Ms. Oliphant asked if the Authority was able to spend more than the contract amount if it incurred more costs and asked why it was not presented to the Board earlier.

Mr. Onorato stated that while the approved amount was exceeded, we had the money in the budget for this type of service and paid the invoices when the jobs were completed.

Ms. Oliphant inquired if the approved amount was also exceeded in the 2014 calendar year.

Mr. Holt responded that it was.

Ms. Oliphant then asked why staff is bringing this to the Board at this stage, especially if the funds are in the budget.

Mr. Onorato stated that due to the increase in the amount being spent, he wanted to make sure that the Board was aware of it.

Mr. Cohen stated that if the amount is in the budget, he feels that it does not need to be presented to the Board as long as the negotiated unit cost or rate does not change.

Mr. Smith responded that the contract has the prevailing wage rate with an approved three-percent increase per year. He stated that the hourly rate when the contract began was \$28.00 per hour. He said that there were emergency repairs both last year and this year that account for most of the increased costs.

Ms. Qureshi asked why this is being presented to the Board in the fifth of the sixth year of the contract when we have paid more than the Board-approved amount in the past. She recommended holding this resolution for one month so that the Board can sort through this issue.

Ms. Qureshi asked if there were any additional questions.

There were none.

Upon motion by Ms. Oliphant and seconded by Mr. Cohen, Resolution No. 20 of 2016 was tabled to hold for one month with all members in agreement.

RESOLUTION NO. 21 OF MARCH 2016, "A RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO UTILIZE FUNDING FROM THE AUTHORITY'S FISCAL YEAR 2016 CAPITAL IMPROVEMENT BUDGET FOR UPGRADING AUTHORITY-OPERATED SURFACE LOTS IN THE CITY OF PITTSBURGH, was read by Ms. Qureshi and considered by the Board.

Mr. Onorato advised that as part of the Authority's on-going Capital Budget Plan, eight surface lots were upgraded in 2015 and three additional surface lots were upgraded in 2014 at costs of \$300,000 and \$1 million respectively. He said that this year's plan was to invest \$300,000 in upgrades, which could cover improvements in from three to five surface lots. Mr. Onorato noted that the repairs could include but not be limited to asphalt replacement, curb drainage, catch basin repairs, line striping, lighting upgrades and/or new signage. He advised that the Authority will be piggy-backing off of City and state contracts for most of the repairs.

Ms. Qureshi stated that she is totally in support of these upgrades. She asked that in lieu of presenting individual contracts to the Board for this work, if approval of this resolution would authorize the Authority to complete as many repairs at as many lots as possible up to the \$300,000 limit being approved.

Mr. Onorato confirmed that this was the intent of the resolution.

Ms. Oliphant asked if the \$300,000 is an annual amount spent on surface lot repairs.

Mr. Onorato advised that in 2014 we invested \$1 million but said that, going forward, and we are dedicating approximately \$300,000 per year to surface lot repairs.

Mr. Cohen stated that he is in agreement that we need to maintain our assets.

Ms. Qureshi asked if there were any questions.

There were none.

Upon motion by Ms. Oliphant and seconded by Mr. Cohen, Resolution No. 21 of 2016 was approved as follows: Mr. Cohen, yes; Ms. Oliphant, yes; Ms. Qureshi, yes.

RESOLUTION NO. 22 OF MARCH 2016, "A RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO PURCHASE TWENTY (20) MULTI-SPACE PARKING METERS WITH PAY BY

PLATE TECHNOLOGY FROM CALE AMERICA, INC., was read by Ms. Qureshi and considered by the Board.

Mr. Onorato advised the Board that this is the second recent order of the same number of meters, explaining that the total is based on the projected expansion areas within the city including those on Liberty Avenue, Penn Avenue and Bakery Square. He noted that there is a two to three-month timeline from when the time the meters are ordered until they are received. He noted that over the last six months we have ordered a total of 60 meters the purchase amount, including installation that was negotiated in the original sales agreement in 2012. Mr. Onorato stated that he does not believe that this type of meter could be purchased today at the price we are paying. He said he believed the cost could be \$1,000 to \$1,500 more per meter.

Mr. Cohen asked if all the meters were for newly designated spaces.

Mr. Onorato responded that most of them will be used in expansion areas but said that we will also be replacing single-space meters in the Beechview area, now undergoing street construction resulting from the replacement of Port Authority T-Lines on Broadway.

Ms. Oliphant asked if the Authority was obligated to buy meters just from CALE because of the agreement now in place, or could we look elsewhere for newer technology.

Mr. Wrona stated he would need to look at the contract but said he would be surprised if it contained an exclusivity provision. He said he believes that the way the system is integrated, it lends itself to always using CALE equipment until the contract is up. He stated that the purchase is a sole-source procurement.

Mr. Onorato stated that if the Authority were to have another manufacturers' meters installed, we would need another maintenance agreement. He noted also that the technology we have is the most advanced now available and said we are leading the market in meter technology. He noted that the city closest behind the Authority in pay-by-plate usage is Detroit, with 500 meters, and said that city's representatives have visited us several times to see our operations.

Mr. Cohen asked if all of the meters were currently 3G.

Mr. Onorato responded that all of the meters are 3G.

Ms. Qureshi asked if the 20 meters that we purchased last month were all installed.

Mr. Onorato said that when the Authority realized it needed additional meters, it held off on placing the previous 20-meter order so that we could order them together with today's 20 if their purchase is approved.

Mr. Cohen said that if the Authority is exclusive to CALE, then CALE should have extra meters in stock for the Authority. He feels we should not have to wait months for these meters to be built.

Ms. Qureshi asked Ms. Williams to let the Board know, at a later date, how much money the Parking Authority paid CALE in 2012, 2013 and 2014.

Ms. Oliphant asked for additional data as to how many meters were ordered in each year.

Ms. Qureshi asked if there were any questions.

There were none.

Upon motion by Ms. Oliphant and seconded by Mr. Cohen, Resolution No. 22 of 2016 was approved as follows: Mr. Cohen, yes; Ms. Oliphant, yes; Ms. Qureshi, yes.

RESOLUTION NO. 23 OF MARCH 2016, “A RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO NEGOTIATE AND ENTER INTO A TEMPORARY CONSTRUCTION EASEMENT BY AND BETWEEN THE AUTHORITY AND THE CITY OF PITTSBURGH, was read by Ms. Qureshi and considered by the Board.

Mr. Onorato advised that this is a project that Riverlife, Penn Dot and the Parking Authority are working on together and, as mandated by Penn Dot, our Authority is required to sign a temporary access agreement to the Mon Wharf allowing the contractor to use our entrance to the site. He advised that there is no cost to the Authority and no loss of spaces.

Ms. Qureshi asked for clarification of the wording in the resolution that states “all actions taken to date with respect to the projects are hereby ratified”.

Mr. Wrona responded that in order to expedite the execution of the project, Mr. Onorato pre-signed those documents and they are being held in escrow at the City. He said the resolution was worded to make it clear that Mr. Onorato’s authorization of those documents at the time has been ratified.

Ms. Qureshi stated that it actually refers to a discrete event, not all past actions.

Ms. Oliphant asked about the liability of the Authority.

Mr. Wrona stated that the form of the Penn Dot agreement is not as robust as we would like it to be but given that the City is a party to it, we felt comfortable that a sister organization would be protected. He stated that the Authority asked that we be named as an additional insured on all of their contracts insurance documentations. He advised that this agreement is with the City so if any dispute occurs, it will be between the City and the Parking Authority.

Ms. Oliphant asked how we would handle that should it occur.

Mr. Wrona stated that if the risk factor analysis involved a third party, we would have taken a different approach. He said that, given that the time-sensitive nature and the risks that were outlined, the Authority was comfortable with executing the agreement.

Ms. Oliphant asked if we had done this type of agreement with the City in the past.

Mr. Onorato responded that we had given access to the Mon Wharf at the time Riverlife was constructing the park area and said that agreement involved more actual parking than this project is going to affect.

Ms. Oliphant stated that she is extremely supportive of this project and the partnership with the City and Riverlife. She was pleased that the Authority was able to assist in completing the agreement in such a tight deadline.

Ms. Qureshi asked if there were any questions.

There were none.

Upon motion by Ms. Oliphant and seconded by Mr. Cohen, Resolution No. 23 of 2016 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.

There was none.

The next Board meeting is scheduled for Thursday, April 21, 2016 at 10:00 a.m.

The meeting was adjourned at 11:03 a.m. with all Board Members in approval.

APPROVED TO CONTENT



Chairman

ACCEPTED FOR FILING IN THE AUTHORITY'S BOOK OF MINUTES



Approval