

**MINUTES OF THE REGULAR MEETING OF THE
PUBLIC PARKING AUTHORITY OF PITTSBURGH
THURSDAY MARCH 21, 2013**

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 21, 2013 at 10:08 a.m., 232 Boulevard of the Allies, Pittsburgh, PA 15222-1616. The following Board members were present at the start of the meeting: Linda Judson, Gabe Mazefsky and Ms. Fauna Solomon. Present from staff were: David Onorato, Jo-Ann Williams, Christopher Speers, Anthony Boule, Judi Devito, Chris Holt, Wes Pollard, Patricia Konesky and Janet Staab. Also present were Jason Wrona of Buchanan Ingersoll & Rooney; Frederick Winkler, Architect; Bob Bauder of the Pittsburgh Tribune Review; Nate Cunningham and Loralyn Fabian of ELDI Real Estate, and Bill Stewart of Strategic Communications.

MINUTES

Ms. Judson asked for approval of the minutes from the regular meeting held on February 21, 2013.

Upon motion by Mr. Mazefsky and seconded by Ms. Solomon, the minutes were approved as follows; Ms. Solomon, yes; Mr. Mazefsky, yes; Ms. Judson, yes.

PUBLIC COMMENT

Ms. Judson asked for public comments.

Mr. Cunningham of ELDI Real Estate introduced himself as well as Ms. Fabian of the East Liberty Development Corporation and distributed a letter from the ELDI Executive Director stating how pleased they were with the pilot program conducted at two Authority surface lots in the East Liberty section of the city. Mr. Cunningham thanked the Authority and noted that his organization has received great feedback from the community and district. He stated that ELDI asked the Authority to reduce the rates in the lots from \$1.00 per hour to \$.50 cents per hour because it thought that would attract more parkers and increase revenue, noting that the letter contained positive feedback from various users. He stated that ELDI's Executive Director is requesting that the Authority extend this pilot program.

Mr. Cunningham stated that Ms. Fabian is the program manager who is working with Walker Parking on a parking management district plan and noted that her business card is attached to the letter should the Board or the Authority have any questions. He stated that ELDI's

intention is to present a summary of that study once it's complete. He thanked the Authority's management staff for their assistance and stated that it has been a great experience working with them and other staff members.

Mr. Cunningham stated he would be happy to answer any questions the Board may have.

Ms. Judson advised that there were no questions at this time and thanked Mr. Cunningham and Ms. Fabian for attending today's meeting.

Ms. Judson asked if there were any other public comments.

There were none.

EXECUTIVE DIRECTOR'S REPORT

Mr. Onorato updated the Board on the status of the inquiries regarding interest in the purchase of a few of the Authority's lots. He noted that there are currently two developments occurring in East Liberty that has generated purchase interest and reported inquiries regarding the purchase of two separate lots on Warrington Avenue by two separate buyers as well.

Mr. Onorato advised that the Authority has received a request from the Riverside Task Force asking for permission to host a fundraising event on the roof of our First Avenue Garage. He noted that our engineer, Desman, is evaluating if the structure is sound for a use of that type and said we will respond to the inquiry once the evaluation is completed.

Mr. Onorato advised that the CMU parking program is continuing and said we will continue to monitor the information being obtained during the course of the study.

Mr. Onorato reported to the Board that the Second Avenue Lot was used in conjunction with the City for the St. Patrick's Day Parade as a site to park and shuttle patrons to and from the highly popular South Side entertainment district. He noted that it was a pilot program and said that the data will be evaluated for possible future use.

Mr. Onorato advised that again this year the City will utilize the Second Avenue Lot as a staging area during the clean-up of the Eliza Furnace Trail.

Mr. Onorato also noted that the Authority will work with the City to arrange for the Second Avenue Lot to be utilized during a Household Chemical Clean-up event scheduled for July.

Mr. Onorato advised the Board that City Council passed a resolution allowing the City to enter into an agreement with the Parking Authority for the once-a-week use of the 18th & Carson Street Lot for the 2013 City Farmer's Market at a cost of \$1.00 for the entire season.

Mr. Onorato updated the Board that the Authority received a request from Councilwoman Natalia Rudiak for the Authority to lower its rates at the Mazza Pavilion on Brookline Boulevard to accommodate the building's low income residents. Mr. Onorato reported that Ms. Rudiak noted that there was an increase in rates recently at the location. Mr. Onorato advised that the current rates of \$60.00 for a monthly lease have been in effect since 2005 at all Authority

lots and said there has been no subsequent increase at the lot in question. Mr. Onorato stated that his reply to Ms. Rudiak noted this, and in copying the letter to the Housing Authority which owns the building, proposed the idea that it consider purchasing the parking site from the Parking Authority as a possible usage option for the tenants of its high rise.

Mr. Onorato advised the Board that we are working with Enterprise Rent-A-Car on the possible relocation of that business from Ft. Duquesne & 6th Street Garage to our Grant Street Transportation Center. He said this process is in the early stages, adding that he will keep the Board advised of its progress.

Mr. Onorato advised that there are currently two audits occurring at the Authority, explaining that they are the annual audit of both the Authority and Parking Court, which are on schedule to be completed and presented to the Board at our April 2013 Board meeting. He reported that an annual performance audit is being completed by the City Controller's office as well.

Mr. Onorato advised that in July 2012 the Board authorized the Authority to purchase eight exit stations at a not-to-exceed cost of \$200,000 with two of those exit stations being installed at the Wood-Allies garage. He stated that there are actually three exits at the Wood-Allies garage and said we would like to purchase an additional station for that third exit. He said the purchase total would remain under the \$200,000 dollar limit the Board authorized previously.

Mr. Onorato advised that the normal monthly reports are included in their packets and asked if there were any questions or comments regarding their content. He also mentioned that new reports are being considered for inclusion in future packets.

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

There were none.

RESOLUTIONS

RESOLUTION NO. 8 OF MARCH 2013, "A RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO NEGOTIATE AND ENTER INTO, ON BEHALF OF THE PUBLIC PARKING AUTHORITY OF PITTSBURGH, A LEASE AGREEMENT WITH AAA EAST CENTRAL FOR THE COMMERCIAL RETAIL SPACE IN THE MELLON SQUARE GARAGE was read by Ms. Solomon and considered by the Board.

Mr. Onorato advised the Board that AAA has been an Authority tenant at the Mellon Square Garage since the early 1990's. He advised that the current lease is expiring and said that both entities are interested in renewing. Mr. Onorato advised that the attached term sheet reflects a slight increase in annual rent to \$90,000, for a two-year contract with one two-year option. Mr. Onorato noted that the Authority will be replacing the HVAC system as a contract provision and reported that Langholz, Wilson Ellis will receive a two-percent brokerage fee for assisting in the renewal process.

Ms. Judson asked for clarification on the length of the lease.

Mr. Onorato responded that the lease is for two years with one two-year option.

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

There were none.

Upon motion by Ms. Solomon and seconded by Mr. Mazefsky, Resolution No. 8 of 2013 was approved as follows: Ms. Solomon, yes; Mr. Mazefsky, yes; Ms. Judson, yes.

RESOLUTION NO. 9 OF MARCH 2013, "A RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO PURCHASE ONE NEW FLEET VEHICLE, A 2013 CHEVY SILVERADO 2500 PICK-UP TRUCK, FOR THE DEPARTMENT OF PROJECT MANAGEMENT FROM DAY FORD INCORPORATED, was read by Ms. Solomon and considered by the Board.

Mr. Onorato advised the Board that their packets contain a listing of the vehicles assigned to the Project Management Department as well as their mileage and overall condition. He noted that the vehicle identified to be replaced is a 1999 Chevy truck having 110,000 miles. He advised that Authority policy is to update our fleet on an on-going basis and said we are looking to purchase a 2013 Chevy Silverado truck at a not-to-exceed cost of \$30,001.00 and said the \$3,000.00 refers to related costs is to cover decal and a GPS system. He noted that a snow plow for the front of the vehicle is included in the purchase price.

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

There were none.

Upon motion by Mr. Mazefsky and seconded by Ms. Solomon, Resolution No. 9 of 2013 was approved as follows: Ms. Solomon, yes; Mr. Mazefsky, yes; Ms. Judson, yes

RESOLUTION NO. 10 OF MARCH 2013, "A RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO AWARD A CONTRACT TO AM-GARD, INC. FOR ON-SITE SECURITY GUARD SERVICES AT ALL AUTHORITY-OWNED GARAGES , was read by Ms. Solomon and considered by the Board.

Mr. Onorato advised the Board that the current security contract is due to expire May 1, 2013 and said the current vendor is Am-Gard. He advised that a professional services RFP was issued and an evaluation committee was formed that included Messrs. Holt, Speers and himself, adding that Board Members Solomon and D'Addario participated in the interviews of the short-listed firms. He advised that one of the factors the Authority looked closely at were the function of the bidders' management levels, from account manager to supervisor because, in practice, the guards change companies quite frequently when a contract is awarded to another vendor so management must be very accountable for successful contract performance. He advised that the proposals were evaluated on the criteria that were listed in the RFP, including organizational qualifications, project description, value-added items, prior Authority experience, MBE/WBE participation, references and fee proposals. He advised that of 13 proposals received, four were eliminated for not complying with RFP requirements and of the nine remaining, three firms were short-listed for interview. Mr. Onorato identified those firms as Black Knight Security, Pond Security and Am-Gard Security and noted that all of the references for these firms were checked. He stated that the Authority targeted 160 hours of supervisory time per week and reported that Am-Gard provided documentation of 168 hours, while Pond Security projected 128 hours and Black Knight Security's proposal specified 100 hours of supervision per week.

Mr. Onorato advised that the current contract rate for security guards is \$10.40 per hour and said the proposed hourly increases for years one through three were zero for Pond and Black Knight, two percent per year for Am-Gard. He also advised that Am-Gard rated high on the account manager function through having a current manager who both works well with the Authority and has strong management experience elsewhere. He said the other firms showed accounting experience, but not at the manager level, noting that they would be promoted to that position from within their organizations. Mr. Onorato stated that the Authority was looking forward to meeting key personnel of the respective firms at the interview, but noted that Black Knight failed to bring its security account manager to that meeting. He advised that based on these and other factors outlined in the RFP, the Authority determined that Am-Gard, Inc. offered the most advantageous proposal on the best terms and said staff is therefore recommending that the Board authorizes a three-year contract to be awarded to that firm.

Mr. Onorato noted also that the Am-Gard had an added-value item in its proposal, namely the purchase of two vehicles, together with all fuel, maintenance, inspection and repair expenses. He advised that the Authority currently purchases the vehicles as a pass-through expense to Am-Gard and advised that we will revisit this item before the contract is finalized to determine if we want to go in that direction.

Mr. Onorato advised that the back-up bid sheet details the hourly rates, the billable hourly rates and the total costs for the three-year contract.

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

There were none.

Upon motion by Ms. Solomon and seconded by Mr. Mazefsky, Resolution No. 10 of 2013 was approved as follows: Ms. Solomon, yes; Mr. Mazefsky, yes; Ms. Judson, yes.

RESOLUTION NO. 11 OF MARCH 2013, "A RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO APPROVE A CHANGE ORDER TO CALE PARKING SYSTEMS, USA, INCORPORATED FOR THE STATE -OF-THE-ART METER TECHNOLOGY, was read by Ms. Solomon and considered by the Board.

Mr. Onorato advised that the original contract with CALE for the purchase of 554 machines contained a line item for bollards at a unit cost of \$450.00 but at that time we did not know the quantity that would be required, so just the unit cost was listed. He advised that 34 bollards have been installed and we now are asking for approval of the actual dollar amount of their cost.

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

There were none.

Upon motion by Ms. Solomon and seconded by Mr. Mazefsky, Resolution No. 11 of 2013 was approved as follows: Ms. Solomon, yes; Mr. Mazefsky, yes; Ms. Judson, yes.

RESOLUTION NO. 12 OF MARCH 2013, "A RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO PURCHASE THREE HUNDRED FORTY (340) MULTI-SPACE PARKING METERS WITH PAY-BY-PLATE TECHNOLOGY FROM CALE AMERICA INC., was read by Ms. Solomon and considered by the Board.

Mr. Onorato advised the Board that Phase One of the installation of the pay-by-plate meter technology is completed with 554 machines installed throughout several neighborhoods of the city and said the Authority is pleased with the operation of the machines to date. He advised that this introduction has been well received by the public and said recorded transactions are well in excess of 1.8 million. He advised that the Authority is seeing an increase in revenue both on-street and in the lots where meters have been installed. He attributed the increase to the additional customer payment option and the greater number of machines being employed. Mr. Onorato advised that the original contract locked in the price for the purchase of additional machines for the next seven years. He advised that we are requesting authorization to purchase an additional 340 machines to be delivered and installed in Squirrel Hill, Brookline and other city neighborhoods by the end of the 2013 summer season. Mr. Onorato also reported that CALE committed to finalizing any open items on the Phase One punch list before the installation of any meters ordered in Phase Two can begin.

Mr. Mazefsky asked if the Authority had a list of the specific neighborhoods identified to be receiving this new technology.

Mr. Onorato confirmed that there is a list, but that it may change. He said that it currently includes Squirrel Hill, Brookline, the completion of Bloomfield and Shadyside and possibly the

North Shore business districts and those of Lawrenceville and East Liberty. He advised that the list would be prioritized and distributed to the Board.

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

There were none.

Upon motion by Ms. Solomon and seconded by Mr. Mazefsky, Resolution No. 12 of 2013 was approved as follows: Ms. Solomon, yes; Mr. Mazefsky, yes; Ms. Judson, yes.

OLD/NEW BUSINESS

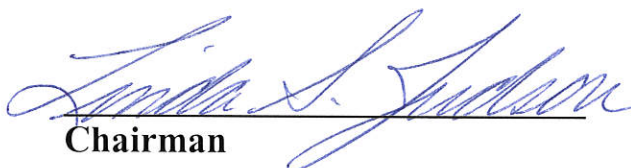
Ms. Judson asked if there were any questions or comments on old or new business.

There were none.

The next Board meeting is scheduled for Thursday, April 18, 2013 at 10:00 a.m.

Upon motion by Mr. Mazefsky and seconded by Ms. Solomon the meeting was adjourned at 10:39 a.m.

APPROVED TO CONTENT


Chairman

ACCEPTED FOR FILING IN THE AUTHORITY'S BOOK OF MINUTES


Approval