

**BOROUGH OF SEWICKLEY
PARKING AUTHORITY
MEETING MINUTES**

Monday February 1, 2016

The Parking Authority Meeting was called to order at 7:30 p.m. by Chairperson Thomas DeFazio. In attendance were members Robert Glenn, Brian Jeffe, Cora DeLoia, and Fred Jezzi. Also in attendance were Mr. and Mrs. Schurman, Borough Manager Kevin M. Flannery and Solicitor Fred Wolfe.

MINUTES:

On motion of Mr. Jeffe, seconded by Mr. Jezzi, the Parking Authority voted, 5-0, to approve the January 5, 2016 Parking Authority Minutes.

PAY STATION BID OPENING RESULTS:

The Borough of Sewickley Parking Authority, Contract No. PA-001, Pay Station Bid Opening was held on January 28, 2016 at 11:05 p.m. in Borough of Sewickley Council Chambers, 601 Thorn Street. Nine vendors obtained the Bid Specifications and 3 vendors responded. The Bid submitted by Go Parkit did not meet the requirements of the Bid Specification Package. Signature Controls, Inc. of Blacklick, Ohio submitted a base bid of \$532,250.00 and \$24,465.00 for Addendum I, for a total of \$556,795.00. PSX incorporated, of Pittsburgh, PA., submitted a base bid of \$423,325.00 and \$87,375.00 for Addendum I, for a total of \$510,700.00.

Discussion centered on the maintenance components and the difference between the number and type of machines. Several members asked if the two vendors can come to the next meeting for questions and discussion. In addition, that they be invited to bring "their" pay station unit for a demonstration. On motion of Mrs. DeLoia, seconded by Mr. Jezzi, the Parking Authority, voted 5-0, to order the bids received with discussion to continue at the March 7 meeting.

ADMINISTRATIVE SERVICES:

Borough Manager advised that a Deposit and Checking Account have been established at First National Bank. Borough Manager reviewed draft financial report for review by the members. The report will provide a monthly and year to date financial review. Borough Manager advised that specific revenue and expense items will be added over time as they develop.

Authority Members reviewed data report of the DPS Parking Meter idea. This would be the replacement of existing meters with smart meters that would take debit and credit cards.

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PARKING GARAGE:

Parking Authority reviewed general comments and draft analysis from Chairperson DeFazio on a proposed parking garage. The suggestion is to finalize the Parking Pay stations at the March meeting and then set aside the April and May meetings to complete the garage analysis. Authority members were in agreement to proceed with the timeline.

PUBLIC COMMENTS:

Nancy Schurman asked about merchant parking. There are numerous business owner's and merchants who park in the general vicinity of their stores. Members stated that Permit Parking area was created on Walnut Street and it has been very successful. Any areas may be developed as the need grows.

ADJOURNMENT

On motion of Mrs. DeLoia the Parking Authority Meeting was adjourned at 8:33 p.m.

Respectfully submitted,

Brian Jeffe
Secretary

BJ:kmf