

**MINUTES OF THE MEETING OF THE
EQUIPMENT LEASING AUTHORITY
HELD VIA TEAMS AND CONFERENCE CALL ON MARCH 24, 2022**

CALL TO ORDER

The board meeting of March 24, 2022 was called to order at 2:07 p.m. and was designated as the annual meeting of the Equipment Leasing Authority. The meeting was held via Teams and by conference call due to safety concerns related to the Coronavirus. The agenda and public notice were posted on the ELA website and displayed in the City County Building in Room 502 on Monday, March 21, 2022.

Present – Jennifer Presutti, Kinsey Casey, Anthony Coghill, Lee Schmidt. Mr. Urbanic joined the meeting at 3:05 p.m.

In attendance: Jake Pawlak, Chief Darryl Jones, Assistant Chief Brian Kokkila, Battalion Chief Ed Farley, David Hutchinson, Eric Shultz, Jennifer Olzinger, Brandon Walton, Jamie Jones and Kim Osterman

BOARD DESIGNATIONS

City Council Resolution No. 16 of 2022 authorized the appointment of Director Lee Schmidt as a member of the ELA Board for a term to expire on June 15, 2026.

City Council Resolution No. 17 of 2022 authorized the appointment of Councilman Anthony Coghill as a member of the ELA Board for a term to expire on June 15, 2026.

City Council Resolution No. 18 of 2022 authorized the appointment of Bill Urbanic as a member of the ELA Board for a term to expire on June 15, 2026.

Ms. Presutti thanked the appointed members for their willingness to serve and stated that their knowledge and expertise will be an asset to the Authority.

ELECTION OF OFFICERS

The next point of action was the election of officers. A motion was made to retain the current slate of officers. The motion was unanimously approved.

The board members and positions are as follows:

Chair	Jennifer Presutti
Vice-Chair	Kinsey Casey
Secretary	Lee Schmidt
Treasurer	William Urbanic
Assistant Treasurer	Anthony Coghill

APPROVAL OF MINUTES

The minutes from the December 2, 2021 board meeting were approved for filing.

PUBLIC COMMENT

Ms. Presutti asked for comments from the public. Ed Farley, residing at 955 Gladys Avenue, Pittsburgh, PA 15216, provided public comment. Mr. Farley stated that he is a City of Pittsburgh Battalion Chief, member of the Apparatus Working Group and Trustee with the Pittsburgh Fire Fighters Local No. 1. He explained the challenges that the Bureau of Fire is facing due to the age of the fire fleet; many of the front line engines are over 10 years old and the reserve units are between 13 and 23 years old. He stated that it is a risk to Firefighters to keep units in service over 15 years old, and that in the short term the Fire Bureau needs to

purchase eight pumpers and two trucks. Ordering two to three pumpers per year is optimal and a 10-year front line replacement is optimal for the long term. Mr. Farley's preference is that the Fire Bureau, ELA, the Fire Union and the Apparatus Working Group develop a process to design the specifications of Fire Bureau vehicles from beginning to end.

PURCHASE APPROVALS AND AUTHORIZATIONS

The board unanimously approved interim approvals IA-21-30 through IA-22-03 and IA-22-05 and IA-22-06. There was discussion regarding IA-22-04. Lee Schmidt and Anthony Coghill submitted aye votes and Jennifer Presutti and Kinsey Casey abstained. Bill Urbanic joined the meeting at 3:05 and submitted aye votes on all interim approvals.

Authorized IA-21-30 amending the 2021 Plan by adding one (1) Dignitary Transport Vehicle for the Department of Public Safety

The Board authorized IA-21-30 amending the 2021 Plan by adding one (1) Dignitary Transport Vehicle for the Department of Public Safety at a cost not to exceed \$75,000.00. The cost of the unit will be reimbursed via the Confiscated Narcotics Proceeds Trust Fund. Interim approval was granted on December 15, 2021.

Authorized IA-21-31 amending the 2021 Plan by adding one (1) Tactical Emergency Medical Services vehicle for the EMS Bureau

The Board authorized IA-21-31 amending the 2021 Plan by adding one (1) Tactical Emergency Medical Services vehicle for the Department of Public Safety, Bureau of EMS at a cost not to exceed \$94,939.60. The primary purpose of the vehicle is to move personnel and equipment during TEMS Operations while providing the ability to perform a hasty hot zone extraction of potential casualties. The cost will be reimbursed via the Public Safety Support Trust Fund. Interim approval was granted on December 15, 2021.

Authorized IA-21-32 amending the 2021 Plan to add one (1) Administrative SUV for the EMS Bureau

The Board approved IA-21-32 amending the 2021 Plan to add one (1) Administrative SUV for the Department of Public Safety, Bureau of EMS at a cost not to exceed \$75,000.00. This vehicle will be assigned to the EMS Patient Care Coordinator and the cost will be reimbursed using funding from the Bureau of Emergency Medical Services Operating Budget. Interim approval was granted on December 15, 2021.

Authorized IA-21-33 permitting the donation of Old MAC-2 to Unity Volunteer Fire Department of Plum Borough

The Board authorized IA-21-33 permitting the donation of Old MAC-2 to Unity Volunteer Fire Department of Plum Borough. This mobile air compressor (MAC) unit will be used to supply breathing air to Unity's Fire Fighters and allow them to be less reliant on other Fire Departments. The time saved by having this MAC unit will afford Unity VFD more time for training and other operational and administrative duties. Old MAC-2 is a 1994 International 4700 with a Mobile Air Compressor. This vehicle has been removed from service for decommission. The vehicle will have all City markings completely removed and will no longer be maintained by the City. Interim approval was granted on December 23, 2021.

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Authorized IA-21-34 adding funding to Interim Approval IA-21-25 for repairs on ESR-37

The Board authorized IA-21-34 adding funding to Interim Approval IA-21-25 for repairs on ESR-37, a 2011 Crane Carrier, currently used as a front line recycling packer. Upon tear down, the steering gear was found to be heavily damaged from the accident. The supplement adds \$5,013.78 for a new total of \$37,013.78. NCA funds from Budget Year 2020 will be used to cover this supplement. Interim approval was granted on December 27, 2021.

Authorized IA-21-35 approving the repair of MED-47, a 2021 Ford E350 Ambulance that sustained accident damage

The Board authorized IA-21-35 approving the repair of MED-47, a 2021 Ford E350 Ambulance that was in an accident. The total cost for the repair is \$45,100.00 and will be reimbursed from the Emergency Medical Services Operating Budget. The cost of a new Medic unit is \$188,009.00. Interim approval was granted on December 27, 2021.

Authorized IA-22-01 amending the 2021 Plan to add two (2) EV Pickups for the Department of Public Works, Parks Maintenance

The Board approved IA-22-01 amending the 2021 Plan to add two (2) EV Pickups for the Department of Public Works, Parks Maintenance for a total cost of \$92,440.00. Remaining funds from the target budget will be used to cover the cost. The EV Pickups and EV Cargo Vans from the 2021 Plan are \$84,246.00 under budget, and the PLI EV Sedans are \$91,000.00 under budget. Interim approval was granted on January 7, 2022.

Authorized IA-22-02 to allow for the retrofit of seven (7) snowplow trucks with newer, hydraulic driven spreader systems

The Board authorized IA-22-02 to allow for the retrofit of seven (7) snowplow trucks with newer, hydraulic driven spreader systems. The current systems are electronic driven and are unreliable. The total cost for the retrofit is \$112,945.00 and will be reimbursed from the Department of Public Works 2022 Operating Budget. Interim approval was granted on January 25, 2022. Mr. Walton stated that the Dept. of Public Works has agreed to use these plows as the new standard.

Authorized IA-22-03 allowing the use of 2020 Contingency Funds to pay three invoices related to changes made to the 2019 Spencer Pumpers

The Board authorize IA-22-03 allowing the use of 2020 Contingency Funds to pay three invoices related to changes made to the 2019 Spencer Pumpers. These changes were authorized by the Department of Public Safety, Bureau of Fire. The cost of these invoices total \$17,784.00. Interim approval was granted on February 9, 2022.

Authorized IA-22-04 to cancel Purchase Orders ELA-2021-16 and ELA-2022-02

The Board authorized IA-22-04 to cancel Purchase Orders ELA-2021-16 and ELA-2022-02. Lee Schmidt, Anthony Coghill and Bill Urbanic voted aye and Jennifer Presutti and Kinsey Casey abstained. These PO's were for the purchase of three Pierce Pumpers for the Department of Public Safety, Bureau of Fire (PBF). Pierce has been unable to meet the requirements of PBF after multiple meetings and attempts to adjust the build specifications. Pierce has agreed to reimburse the ELA for the single pumper that was paid for with no added penalties. Interim approval was granted on March 15, 2022 with signatures from Lee Schmidt, Anthony Coghill and Bill Urbanic.

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Ms. Casey stated that she had a number of concerns. It was her understanding that when the purchase of the pumpers first came up, Pierce was awarded the contract, Pierce was low bid, and that the process was done correctly. Then we received a lower bid by a competitor. Because the Pierce bid was lower, we were able to order an additional truck. She stated that she is generally uncomfortable signing off on this interim approval and that she understood that Pierce could not meet the Fire Bureaus' specification requirements and asked Chief Jones whether the requirements were proprietary. Chief Jones responded that there were some proprietary requirements. An RFP had been issued in 2010 and 2011 and 10 bids were received. Since then, we have been under contract with Spencer. OMB Director Pawlos notified the Fire Bureau on September 30 that we were going with Pierce because they were less expensive and we would be able to purchase an additional truck. Chief Jones noted that Pierce did not provide us with the specs or technical drawings. There were 97 separate items that were different between the pumpers and the PBF provided this information to the previous administration. The PBF met with Pierce but the pumpers did not work for the safety of the Firefighters and the citizens. Chief Jones then made a request to Director Schmidt to cancel the order.

Ms. Casey noted that other cities purchase pumpers from Pierce and asked Chief Jones what are the top specifications that could not be met. The Chief stated that the Pierce pumpers are not custom built. Spencer pumpers are made specifically for the City. Pierce uses less cross members and the material is formed aluminum resulting in a cheaper rig. The Chief stated that we need to go back to the way we previously procured the fire pumpers, asking for the specifications from the PBF and obtaining sealed bids. Pierce would probably be able to build a custom truck for Pittsburgh but might not be able to charge the same amount that was listed on Costars.

Ms. Casey asked how the procurement process would work when asking for a customized product. The Chief stated that 10 years ago, 10 vendors responded to the RFP. We are not writing a spec that is specific to a certain company but specific to the Fire Bureau. Ms. Olzinger responded that the ELA is not required to use the City's procurement process and this purchase did not go through the City's procurement team. The Fleet Services Manager put the bid out to vendors using cooperative agreements. Mr. Walton stated that he used Costars. The cost of Spencer trucks on Costars had increased by \$100,000.00 and we would have had to drop a truck. Assistant Chief Auvil had said that it was ok to go with Pierce but Mr. Walton is now in agreement to cancel the purchase orders and not use Costars. The Fire Bureau will provide the specs and it will be put out to bid. Mr. Walton noted that we will use that process for future Fire Bureau purchases. Mr. Kokkila stated that he does not believe that something is amiss by using Costars for non-Public Safety vehicles but that a bid process should be used in this case. He did not know why there would be discounts made to one vendor and not the other. Mr. Coghill stated that he has complete confidence in the Fire Bureau knowing what is needed for Pittsburgh terrain and is in agreement with cancelling the order and using the RFP procurement method to purchase the trucks. Mr. Walton noted that we will use the City's Open Gov Procurement with a sealed bid RFP. No one will have access to the bids until the bid opening and we will be able to obtain the best price and the best apparatus. Mr. Schmidt stated that using Costars is not the best process for purchasing Fire Bureau vehicles and he fully supports cancelling the orders and using the RFP process for the pumpers. Jennifer Olzinger stated that the proposals will be scored for the best value, not best cost, and that we can use the best and final offer process. It was noted that utilizing the RFP process will add a few months to the process.

Mr. Kokkila stated that we pre-paid for the two ladder trucks from Pierce using Costars and in the future, we should use the RFP process for the pumpers and the ladder trucks. He is not suggesting that we cancel the

ladder trucks because they are the trucks that we currently use. The pumpers were the problem, not the ladder trucks.

Authorized IA-22-05 amending the 2022 Plan by removing the two (2) Agricultural Tractors allocated to the Department of Public Works.

The Board authorized IA-22-05 amending the 2022 Vehicle Acquisition Plan by removing the two (2) Agricultural Tractors allocated to the Department of Public Works, Bureau of Parks Maintenance. These funds would then be used to cover the Groundmaster Mowers that are \$49,014.57 over budget. Three Groundmasters were on the plan and the cost of each Groundmaster increased by \$16,338.19. The remaining funds from the agricultural tractors would either remain in the Parks Tax account or be used to cover other Parks Tax funded items that come in over budget. Interim approval was granted on March 21, 2022.

Authorized IA-22-06 allowing the use of remaining DLC Reimbursement funds from the Second Avenue project to repair the Solar Arc Chargers

The Board authorize IA-22-06 allowing the use of remaining DLC Reimbursement funds from the Second Avenue project to repair the Solar Arc Chargers. Three (3) of the chargers need new motors, and one (1) needs a new inverter and ChargePoint charger. The cost of this repair is \$17,846.93 and the funding from the remaining \$22,374.66 would be used for this purpose. Interim Approval was granted on March 21, 2022.

VEHICLE STATUS REPORTS

The 2019, 2020, 2021 and 2022 vehicle status reports were presented to the board. We are working to verify the remaining funds in the 2019 and 2020 plans and will move the remaining funds to 2022 Contingency. Mr. Coghill asked about the status of the 13 trucks slated for Public Works. Mr. Walton stated that one unit has been received and we are waiting on the others. Seven are Parks Maintenance vehicles and six are for Street Maintenance. All units will be equipped with spreaders and plows. Seven spreaders were part of the retrofit but the vendors were able to order the remaining spreaders.

The following is the status of the 2021 plan. The patrol SUV's are beginning to arrive, MED-11 was totaled and has been sent to Iowa to be remounted; the CNG trucks are in production beginning this week and should start shipping to the body company by mid-April for June delivery. The pickups for Parks Maintenance and Streets are due to be built this week.

We are beginning to order what we can on the 2022 plan. The order banks for most models (especially trucks) are not open. We were able to order the Animal Control truck and the Parks Maintenance Pickups. Mr. Walton noted that Police Patrols should be marked on the plan as ordered.

NCA REPAIR COST REPORTS

The NCA Repair Cost Report for 2021 was provided for review. NCA repair costs incurred in 2021 totaled \$322,272.52. To date only \$33,969.51 has been paid for the repair of the Sea Ark River Rescue boat. This boat will be completely refurbished with a new generator, it was stripped down, the hulls were repaired, and it will be completely repainted. FVS, EMS, EMA staff and Mr. Walton will inspect it at the vendor once the repairs have been completed.

ONLINE AUCTION REPORTS

GovDeals proceeds for calendar year 2021 totaled \$35,282.00 and proceeds from January 1, 2022 through February 28, 2022 totaled \$17,240.00.

GovPlanet proceeds for calendar year 2021 totaled \$119,325.00 and proceeds from January 1, 2022 through February 28, 2022 totaled \$8,425.00.

Ms. Jones noted that 13 vehicles have recently been sold and are scheduled for pickup this week.

BANK STATEMENT RECONCILIATION

The bank statements for the months of November and December 2021 and January 2022 were reviewed and approved by the ELA Treasurer. The reconciliations were discussed and accepted unanimously by the Board. Mr. Urbanic thanked Ms. Jones for preparing the documents and arranging for his signature.

GRANT DISCUSSION

The Department of Mobility & Infrastructure applied for a state Local Share grant for up to \$1 Million to purchase bridge-cleaning equipment. There is not a requirement for matching funds. An Interim Approval will be requested if the grant is awarded. The funding would help with infrastructure needs. DOMI plans to create a bridge cleaning and inspection team. Mr. Pawlak noted that it is the intention that a DPW traffic division to be detailed to DOMI to assist with infrastructure projects.

INFRASTRUCTURE UPDATE

Second Avenue Project; the Second Avenue project is complete and operational. Ms. Presutti stated that this was a huge undertaking and expressed her thanks to everyone involved in this project.

Warehouse Project; the Warehouse project is almost ready to go out to bid. The design company has completed 90% of the drawings.

Public Works Environmental Services; the PWES infrastructure RFP has been drafted. The City was awarded funding from the EPA's Targeted Airshed Grant for five EV Recycling Packers and charging infrastructure. We are waiting for the agreement from Allegheny County in order to proceed.

ELA SOLICITOR

Jennifer Presutti expressed heartfelt condolences to the family of Jim Gladys on behalf of the Board. Mr. Gladys passed away suddenly on January 10, 2022. Jim Gladys had served as the Equipment Leasing Authority Solicitor for many years, was a great person and gave wonderful advice.

A Request for Proposals for an ELA Solicitor was put out to bid. Clark Hill PLC and Frank, Gale, Bails & Pocrass, P.C. responded to the proposal. The Board reviewed and scored the proposals and the scoring summary was provided to board members. The scores were very close. Ms. Casey stated that she is familiar with Clark Hill from working with the PWSA. City Solicitor Kubiak was asked to provide comments on the firms and she noted that Clark Hill is a good firm and the Frank, Gale firms is known as a family law firm. The ELA solicitor typically handles contract work, warranties, interpretation of state laws, purchase agreements and attends the board meetings. Mr. Urbanic noted that the benefits of the Frank firm are that the principal of the firm will handle the work and attend the board meetings. The Frank firm was at a lower cost but Clark Hill noted in their proposal that their rate was negotiable. The Frank firm is also the advisor to the CMPTF Pension fund and the

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Fire Pension fund, which could possibly be a conflict of interest. It was noted that Clark Hill had an excellent presentation. Jennifer Presutti works with Clark Hill at PWSA and she is comfortable with their legal expertise. She stated that either firm would be a great addition. Jennifer Olzinger will contact Clark Hill to confirm that Danny Cerrone would be the main point of contact and ask if they would be open to negotiate a lower rate. She will also contact Mr. Frank and ask if he foresees a conflict of interest since he is the solicitor of the CMPTF pension and Fire pension fund. Ms. Olzinger will gather the information and forward it to the board. An interim approval will be processed to confirm the selection of the ELA solicitor.

OTHER BUSINESS

Acknowledging Bruce Kraus and Wendell Hissrich for their service to the ELA board

The terms of Councilman Bruce Kraus and Director Hissrich have expired. As Chair, on behalf of the board and staff that support the ELA, I would like to thank Councilman Kraus and Director Hissrich for their dedication, service and commitment to the Authority.

Statement of Financial Interests Form

Statement of Financial Interests Form are due on May 1, 2022 for board members who served in 2021. ELA board members are required to file because the Ethics Act defines board members of authorities that have the power to enter into contracts and/or procurement as public officials that are required to file.

Board members should list their ELA membership on the Statement of Financial Interests Form that is filed with the City Clerk. There are substantial penalties for failing to file.

MEETING SCHEDULE

The next meeting of the Equipment Leasing Authority is scheduled on June 23, 2022 at 2:00 p.m.

ADJOURNMENT

A motion was made to adjourn the meeting at 3:34 p.m.