

**CITY OF PITTSBURGH  
EQUIPMENT LEASING AUTHORITY  
BOARD MEETING**

*January 25, 2024*

**CITY COUNTY BUILDING, ROOM 646 (THE LEARNING LAB)  
PITTSBURGH, PA 15219 at 2PM**

**AGENDA**

- I. Call to Order**
- II. Roll Call**
- III. Approval of Minutes from the meeting held on December 28<sup>th</sup>, 2023 - **Tab 1****
- IV. Election of Officers**
- V. Public Comment**
- VI. Interim Approvals-The following purchases and plan revisions have received interim approval by board members: - **Tab 2.****
  - a. Authorize Interim Approval IA-23-31 requesting to amend the 2022 and 2023 Vehicle Acquisition Plans by adding the vehicles and services listed in the table below to be funded by the additional \$1,256,000.00 in ARPA funds made available by the receipt of the Driving PA Forward grant proceeds.
  - b. Authorize Interim Approval IA-23-38 requesting to amend the 2023 Vehicle Acquisition Plan to add \$1,135,322.30 in 2021, 2022, and 2023 ARPA funds for the purchase and upfit of twenty-one (21) Police Patrol SUVs
  - c. Authorize Interim Approval IA-23-39 requesting to revise and increase the total amount of purchase order ELA-2022-23.1 for the upfit of three (3) 2023 Ford Interceptors SUV's for the City of Pittsburgh, Public Safety, Bureau of Police. This increase does not impact the current available budget for this project.
  - d. Authorize Interim Approval IA-23-40 requesting to amend the 2022 Vehicle Acquisition Plan to adjust the funding sources for two (2) Chevrolet Tahoes for the Department of Public Safety, Emergency Management Agency. The total cost of vehicles with upfit is \$118,48332. \$62,586.03 will be reimbursed to the ELA from the Emergency Management Trust Fund, and \$55,897.29 from the Bureau of Police General Fund.
  - e. Authorize Interim Approval IA-23-41 requesting to amend the 2023 Vehicle Acquisition Plan by adding one (1) Chief SUV for the Department of Public Safety, Bureau of Emergency Medical Services. The type of vehicle has not been determined, the cost to purchase and upfit this vehicle will not exceed \$50,000.00. This expense will be fully reimbursed to the ELA from the 2023 EMS Operating

- f. Authorize Interim Approval IA-23-42 requesting to amend the 2023 Vehicle Acquisition Plan by transferring \$13,900.00 from the 2022 ARPA Contingency to the Department of Mobility and Infrastructure Bucket Truck to cover a price increase
- g. Authorize Interim Approval IA-24-01 requesting to amend the 2022 Vehicle Acquisition Plan by increasing the budget for the Department of Public Safety, Bureau of Emergency Medical Services, ALS Ambulance Remount by \$7,426.00 and reducing the budget for the 2022 Department of Mobility and Infrastructure Pickup by \$7,426.00.
- h. Authorize Interim Approval IA-24-02 requesting to amend the 2023 Vehicle Acquisition Plan by transferring \$11,139.00 from the 2022 ARPA Contingency to the Department of Public Safety, Bureau of Emergency Medical Services, ALS Ambulance Remount to cover a price increase.
- i. Authorize Interim Approval IA-24-03 requesting to amend the 2023 Vehicle Acquisition Plan by transferring \$2,174.00 from the 2022 ARPA Contingency to the Department of Public Works, Division of Construction and Facilities, Supervisor SUV, to cover the price increase of this vehicle.
- j. Authorize Interim Approval IA-24-04 requesting to amend the 2023 Vehicle Acquisition Plan by transferring \$2,174.00 from the 2022 ARPA Contingency and from the ELA Proceeds Account to the Department of Public Works, Streets Division, Supervisor SUV, to cover the price increase of this vehicle.
- k. Authorize Interim Approval IA-24-05 requesting to amend the 2023 Vehicle Acquisition Plan by adding one (1) 2024 Transit Passenger Van for \$51,185.00 for the Department of Public Safety, Office of Community Health and Safety. This purchase will be funded through the ELA Proceeds Account.

**VII. Request to Amendments to Revise ARPA Numbers – Tab 3**

- a. IA-2023-31
- b. IA-2024-01
- c. IA-2024-02

**VIII. Purchasing Status Reports – Tab 4**

**IX. NCA Repair Costs Report – Tab 5**

**X. GovDeals Online Auction Report – Tab 6**

- a. **GovDeals: \$84,957.89**
- b. **GovPlanet: \$23,155.00**

**XI. Bank Statement Reconciliation – Tab 7**

- a. Treasurer review of bank statement reconciliation for the months of November, 2023 through December, 2023.

**XII. Grant Discussion:**

- a. **No updates at this time. Currently in the process of closing out the following Grants**
  - i. 2021 Targeted Airshed Grant Program: \$2,800,000.00
  - ii. Truck and Bus Fleet Program: \$1,345,000.00
  - iii. Alternative Fuels Incentive Grant: \$35,028.00
  - iv. Alternative Fuels Incentive Grant: \$135,160.00

**XIII. Infrastructure Update:**

- a. **PWES Infrastructure:** The construction is completed on the Charger side. We failed the DCL pad inspection. The fence is shown on the drawings at 5 ft which is OSHA approved but DCL has additional requirements and they overlooked this on the drawings. The fence will need to be bonded to the ground grid or moved back 1 ft. On site meeting is being set up to determine best solution. Once fence modifications are made, the transformer and switch should be installed within 1 to 2 weeks.

**XIV. ELA Asset Inventory – Tab 8**

**XV. Fleet Manager Vacancy: Interim Procurement Processes**

- a. Spec Approval and OpenGov Processes.

**XVI. 2024 Fleet Acquisition Plan – Tab 9**

- a. Discuss the 2024 Fleet Acquisition Plan

**XVII. 2024 Cooperation Agreement – Tab 10**

- a. Discuss the 2024 Fleet Acquisition Plan

**XVIII. ELA Financials in JDE – Tab 11**

**XIX. SHzoom Contract**

- a. Discuss ELA extending SHzoom Contract and services.

**XX. Changing the 2<sup>nd</sup> Quarter Meeting Date:**

- a. The 2<sup>nd</sup> quarter meeting is currently scheduled for April 4<sup>th</sup>, 2024 and 2:00PM.
- b. New proposed date for the meeting: April 25<sup>th</sup>, 2024

**XXI. Other Business**

**XXII. Meeting Schedule**

- c. The next meeting of the Equipment Leasing Authority is scheduled on April 25<sup>th</sup>, 2024 at 2:00 p.m.

**XXIII. Adjournment**