



## MEMORANDUM

To: Hartford Parking Authority Commissioners

From: William R. Breetz, Committee Chair  
Mark K. McGovern, Chief Executive Officer

Re: Property Management Report/Minutes

Date: May 14, 2013

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The Property Management Committee met on May 14th. Commissioner Paddi LeShane (via conference call), Brian Yeakel, Carey Redd, Terry Leonowicz, and Mark McGovern were in attendance. The following was discussed:

### **Library Parking Deck**

- HPA received 4 proposals on Friday, May 10<sup>th</sup>. It was determined that two (2) of the four (4) respondents will be brought in for scope review meetings in the upcoming weeks. Both bids were within the budgeted amount for the project. The evaluation committee will consist of Brian Yeakel, Carey Redd, and Mark McGovern. HPA will make its recommendation to the Property Management Committee and Board in June.

### **Morgan Street Garage**

- On May 13<sup>th</sup>, the City Council postponed its vote on the sale of the Morgan Street Garage until May 28<sup>th</sup>. HPA staff is continuing to provide information as requested by the Corporation Counsel's office and the State, to facilitate the transaction. Staff is also engage with a transition team involving multiple state agencies.

Non-binding letters of intent will be forwarded to Republic Parking System, Wescor Parking Controls and The Hartford Guides that outline agreed upon terms and conditions of upcoming contract amendments, contingent upon the sale of the garage.

### **Church Street Garage**

- Aesthetic Enhancements RFR – HPA intends to issue a Request for Response (RFR) for the stucco repairs, power washing, and painting of the facility including the exterior facade, stairwells and parapet walls. Also included in this scope of work is the design and installation of exterior facility signage. The project has a budget of \$515,000.

The Committee recommends that the Board approve, by a motion and a vote, the issuance of the Aesthetic Enhancement RFR for Church Street Garage.

- HVAC RFR – HPA intends to issue an RFR for the replacement of the HVAC (Heating, Ventilation, and Air-Conditioning) system. Included in the scope of work is the replacement of the original oil boiler with either a natural gas unit or heat pump system. The budget for the project is \$50,000.

The Committee recommends that the Board approve, by a motion and a vote, the issuance of the HVAC RFR for Church Street Garage.

### **MAT Garage Rate Adjustment Proposal**

- The recommendation to adjust the hourly and monthly rates at MAT garage was discussed and will be forwarded to the Board for action. See separate recommendation and supporting material.