



**UNION STATION
PARTNERSHIP**
NEW HAVEN

July 19, 2023

NOTICE OF MEETING

A Meeting of the New Haven Union Station Partnership Operations Committee for Union Station Transportation Center will be held on Thursday, July 20, 2023 at 1:00 PM. It will be a hybrid meeting via Zoom teleconference and in person at NHPA's office on 232 George Street.

The Agenda for this meeting is attached.



**UNION STATION
PARTNERSHIP**
NEW HAVEN

**AGENDA
NEW HAVEN UNION STATION PARTNERSHIP
OPERATIONS COMMITTEE
MEETING**

July 20, 2023

1:00 PM

***This will be a Hybrid Meeting Held via Zoom
and in person at NHPA's office at 232 George Street***

Dear Operations Committee Members:

You are invited to a Zoom webinar

Topic: OPERATIONS COMMITTEE MEETING

Time: July 20, 2023 at 1:00 PM Eastern Time (US and Canada)

<https://us06web.zoom.us/j/94312621748?pwd=UnhvUTQxVINmeUZNRWMyenFPMIMxUT09>

Topic: Union Station Partnership / Operations Committee

Time: This is a recurring meeting Meet anytime

Join Zoom Meeting

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I. CALL TO ORDER

II. PUBLIC COMMENT

Please notify Fortunata Houde (fhoude@nhparking.com) in advance if you have a desire to speak during the Public Comment section or on a specific agenda item.

Please Note: This will be a remote meeting. Any member of the public may request, in writing, a physical location and any electronic equipment necessary to attend the meeting in real time no later than twenty-four (24) hours prior to the meeting. Said individual shall have the same opportunities to provide comment or otherwise participate in the meeting as would be afforded if the meeting was held in person with the following exception: Under law, if such person loses the ability to participate because of an interruption, failure or degradation of such person's connection to the meeting by electronic equipment, the committee is not required to adjourn or postpone the meeting. Access can be from anywhere by an electronic device that has Zoom program at the address provided above in the Agenda Notice or by phone at the number set forth above in the Agenda Notice.

III. APPROVAL OF THE MINUTES

-Approval of Minutes from the June 28, 2023 Operations Committee Meeting

IV. APPROVAL OF MOTIONS OF THE OPERATIONS COMMITTEE

A. Motion to Approve a Professional Services Agreement with Desman, Inc. to Conduct the Annual Condition Surveys and Inspections of Union Station Garage, Union Station Building and State Street Station Facilities for FY2023/2024 for Capital Budget Preparation for FY2024/2025.

B. Motion to Approve a Professional Services Agreement with Desman, Inc. to Provide Professional Design and Engineering Services for Interior Wayfinding Signage at Union Station Building, NHPA Project #23-054.

C. Motion to Approve a Professional Services Agreement with Desman, Inc. to Provide Professional Engineering and Architectural Services for Enabling Project – Phase I at Union Station Building, NHPA Project #23-051.

V. OPERATIONS REPORT

-Monthly Reports

-Monthly Security Meeting Update

VI. FINANCIAL REPORT

-Monthly Report

VII. CAPITAL REPORT

-Capital Projects

VIII. LEASING AND TENANT UPDATES

- New Haven Parking Authority's New Lease on 2nd Floor East**
- Month-to-Month Agreements for all Concessions and Office Holders**
- Webster Bank Vacated Corner ATM**
- Rail Providers to Provide Leasing Needs to NHPA for New Leases to be Considered**

IX. NEW BUSINESS

-Weekend Security Positions/Additional Police Services

X. OLD BUSINESS

- Real Estate Brokerage RFP, CTDOT is Reviewing**
- Press Event for East Lot RFI, Zoning, SOGR, and Bonding**
- New Revenue Initiatives**
- Livery/M7 Agreement with TGI for service at State Street Station utilizing lower limits of liability**

XI. EXECUTIVE SESSION

-Not Anticipated to be Utilized

XII. ADJOURNMENT & CAMPUS TOUR (FOLLOWING)

**NEW HAVEN UNION STATION TRANSPORTATION CENTER CAMPUS
MINUTES FROM THE OPERATIONS COMMITTEE MEETING OF
JUNE 28, 2023**

Present:

CTDOT: Attorney Helen Bartek, Eric Bergeron, Jeffrey Boice, Craig Bordiere, Richard Jankovich, Diana Palmer

City of New Haven: Sandeep Aysola, Carlos Eyzaguirre, Attorney Michael Pinto

New Haven Parking Authority: Douglas Hausladen, Sammy Parry, Brian Seholm, Jim Staniewicz

I. CALL TO ORDER

Mr. Hausladen asked for a Motion to call the meeting to order. Mr. Bergeron moved the Motion, and Mr. Eyzaguirre seconded. The meeting was called to order at 1:02 PM.

II. PUBLIC COMMENT

Mr. Hausladen reported there were no requests to speak from the public.

III. APPROVAL OF THE MINUTES

Mr. Hausladen asked for all to review the Minutes from the May 22, 2023 Operations Committee meeting for any exceptions or further discussion. Hearing none, he asked for a Motion to approve. Mr. Eyzaguirre moved to approve the Motion, and Mr. Bergeron seconded. The Minutes were approved as presented. A vote was taken.

Sandeep Aysola	Approved
Eric Bergeron	Approved
Craig Bordiere	Approved
Carlos Eyzaguirre	Approved

IV. APPROVAL OF THE MOTIONS OF THE OPERATIONS COMMITTEE

MOTION A: MOTION RE: APPROVAL FOR CTDOT TO PROCEED WITH THE RFP DEVELOPMENT FOR THE EAST LOT OF THE NEW HAVEN UNION STATION CAMPUS.

MOTION B: MOTION RE: APPROVAL FOR CTDOT TO PROCEED WITH DESIGN DEVELOPMENT OF THE WEST LOT AND ROUTE 1 IMPROVEMENTS.

Mr. Bergeron moved to discuss Motions A and B and Mr. Eyzaguirre seconded.

Mr. Eyzaguirre said the City has met internally and with CTDOT. Attorney Pinto from the City and Attorney Bartek from the State will be meeting tomorrow to finalize their review. The City is prepared and would be comfortable to vote in favor of moving the Motions; however, would want the Operations Committee to have a final review of the documents before they are released.

Mr. Bergeron said to Move the motions with the provision that the OC has an opportunity to review the RFP before it goes out, and it was agreed.

Mr. Hausladen reiterated to confirm that it was agreed to bring the final documents back to the OC for approval before releasing them.

MOTIONS A AND B WERE MOVED FOR APPROVAL BY MR. EYZAGUIRRE AND SECONDED BY MR. BERGERON WITH THE PROVISION THAT FINAL DOCUMENTS BE PRESENTED TO THE OPERATIONS COMMITTEE FOR REVIEW BEFORE THEY ARE RELEASED. A vote was taken.

Mr. Aysola	approved
Mr. Bergeron	approved
Mr. Bordiere	approved
Mr. Eyzaguirre	approved

V. OPERATIONS REPORT

Mr. Parry presented an overview of activity in Operations for the month of May.

Occupancy:

Average Occupancy: There was no significant change seen in the average number of parkers for May at Union Station: 877 for May versus 882 for April.

Total Cars Parked: A small increase was seen in total cars parked for the month. For May there were 21,809 cars versus 18,987 for April – a 15% increase. Cumulatively for 2022/2023 there was a 39% increase over last year. This is significant, and it is projected to get higher.

Keycards: There was a 19% increase from last month in the number of keycards.

Tickets Issued: Looking at January to May – May had the highest number of tickets issued. Cumulatively we are 55% ahead of last year.

Length of Stay: He called attention to the charts that showed a one week selection of Occupancy by Time of Day and Transient Length of Stay for discussion. On weekends, the two-to-three day stays dominate.

Security:

Mr. Parry reported the number of incidents for USB and USG totaled 57 for May. As has been the trend, requests for medical assistance was the category with the most incidents. The specifics for each incident were shown in a summary attached to his report and are also included in the daily report logs.

Mr. Bergeron said CTDOT has frequently been present at the Station doing oversight inspections and there appears to be a general consensus of concern associated with the Parking Authority's Security

Officers in regard to how they address the issues with the homeless. He is aware of NHPA's efforts to correct this with additional personnel and training. He asked if there are any other initiatives that will be put in place.

Mr. Parry said NHPA has initiated de-escalation training for staff and it is ongoing. The Director of Security is focusing on enforcing what is expected from the Security Officers and the protocol they should be following. There is a deadline of July 1, to have a full complement of staff in place at the Station to help implement the new code of conduct.

Discussion followed on the increase in the number of unhoused at the Station. The total number for May was 1,126.

VI. FINANCIAL REPORT

Mr. Seholm presented the financial results for the New Haven Union Station Campus for the month of May.

•**Union Station Consolidated:** Overall consolidated results were better than budget. Actual Net Operating Income for the month of May was \$51,923 versus a budgeted loss of \$11,599 for a positive variance of \$63,522. YTD actual results were \$620,603 versus a budgeted loss of \$804,734 for a positive variance of \$1,425,337.

•**Union Station Building:** Net Operating Income was negative (\$146,339) versus a budgeted loss of (\$133,216) for a variance of (\$13,123) more than the loss that was budgeted for. YTD actual results were negative (\$1,514,727) versus a budget of (\$1,683,686) for a positive variance of \$168,959.

•**Revenue** for the month remained stable to what it has been all year. The current CPIU is slightly different than what was used when preparing the budget.

•**Personnel Expenses:** Total Personnel expenses came in at **\$113,707** versus a budget of **\$117,972** for a positive variance of **\$4,265**. This was driven by the following.

-Administrative Salaries ST was over budget driven by the night maintenance supervisor's salary being at a higher rate than budget, and 60% of the Director of Security's salary was not budgeted for the fiscal year.

-Maintenance ST was \$5,319 better than budget. This was driven by open shifts and one employee on vacation that led to Maintenance Salary OT being \$5,757 over budget to cover the hours in straight time.

-Security Salary ST was \$4,788 less than budget due to open bids that available coverage was able to fill most.

-Benefits were \$5,956 less than budget due to the Memorial Day Holiday being paid and recorded in June.

•**Operating Expenses:** Total Operating Expenses were **\$16,129** over budget for the month driven by:

-Utilities were \$7,272 less than budget related to generation charges coming in \$6,700 lower.

-Service Agreements were \$2,700 over budget. The service agreement for the air conditioning \$2500 a month was not budgeted for.

-Professional Services were \$17,006 over budget for the month due to legal services that were required (developing agreements for contracts and leasing, consultations on various issues with tenants etc.) and the services for Mascola to work on the development of the website for Union Station.

-Supplies were \$6,118 over budget for the month. Actual costs came in at \$14,448 for the month versus \$8,330 that was budgeted. This was driven by supplies needed for the beautification of the grounds (planting and mulch), and a larger than average delivery of cleaning supplies.

-Other Expenses were \$2,958 less than budget due to a reversal of lift rental accrual.

•**Total Expenses** were 11,864 over budget.

State Street Station: Net Operating Income YTD was \$53,274 more than the loss that was budgeted and more than normal due to professional services and planting.

•**Personnel Expenses:** Total personnel expenses were \$1,189 over budget for the month

•**Operating Expenses:** Total Operating Expenses were \$14,815 over budget for the month and impacted by administrative allocation.

-Professional Services were \$5,908 over budget. The Desman condition survey was not included in the FY2023 budget.

-Supplies for planting and mulch were not included in the budget FY2023.

-The above led to a higher allocation of administrative expense.

•**Total Expenses** were \$16,00,05 over budget slightly higher than normal.

Union Station Garage: Net Operating Income was \$92,649 better than budget for the month due to the positive impact of transient and monthly revenue. Actual YTD income was \$2,331,187 versus a budget of \$1,021,535 for a positive variance of \$309,652.

•**Revenue**

-Actual Total Revenue for the month was \$401,054 versus \$291,557 that was budgeted for a positive variance of \$109,497 and \$90,343 better than last year. Both monthly and transient revenue came in better than budget for the month. Monthly permits (some partial) increased by 17 from last year. Transient Revenue volume was up versus last year and last month coming in \$106,177 better than the conservative budget used not knowing how many parkers would return.

•**Expenses**

-Personnel Expenses – total personnel expenses were \$2,392 better mainly due to two components.

-Maintenance ST was \$1,363 less than budget due to some open shifts during the month but not fully open positions. Security Salary OT was \$1,185 over budget due to some uncovered shifts managed by OT.

-Benefits were \$2,472 better than budget due to the Memorial Day holiday being recorded in June.

-Operating Expenses – Total operating expenses were \$91,275 for the month versus a budget of \$72,034 for a negative variance of \$19,241. This was driven by the following:

-Utilities were \$1,954 less than budget due to less generation.

-Supplies were over budget due to a significant delivery that was made that was not in the budget and a traffic controller sign.

-Bank fees were impacted with the correction of how the service provider was reporting fees for the facility.

-Administrative fees were impacted by the higher bank fees.

•**Total Expenses were \$16,848 over budget.**

•Mr. Bordiere said when looking at YTD figures for professional fees on the consolidated sheet (actual vs. budget), he would like additional details in regard to what work was included or products developed; i.e., leases etc. that could possibly be used as a template for brokerage. Mr. Seholm said he will have a summary prepared of the exact services that were provided by counsel.

•Mr. Seholm asked if formal notification from the Executive Oversight Panel (EOP) was received on the approval of the FY2023-24 budget, last year a letter was sent with formal approval. Mr. Hausladen will follow-up with the members of the Operations Committee after the meeting to be sure the proper documents have been approved by the (EOP) in regard to next year's budget.

•Mr. Bergeron noted a template form was developed to codify the recommendations from the OC that go to the EOP.

VII. CAPITAL PROJECTS

Mr. Staniewicz provided an update on the capital projects.

State of Good Repair Projects

The Facility Renovations Program Committee met on these projects and comments were generated that are being finalized and incorporated. It is hoped to get the revised draft documents sent out for a second review.

There are two projects being negotiated for design contracts.: Enabling plan phase I and wayfinding signage. It is hoped to have Motions ready for the next Operations Committee for approval.

East Lot: Mr. Staniewicz said the proposed zoning changes were submitted to the New Haven Board of Alders. This process takes a number of months to obtain full approval.

VIII. LEASING AND TENANT UPDATE

Mr. Hausladen said there are no changes to report. We are waiting to hear back from Metro North, TASI, and Amtrak in regard to their needs.

IX. NEW BUSINESS – none

X. OLD BUSINESS - none

Mr. Parry said he just received a call that he wanted the Operations Committee to be aware of in regard to bugs allegedly being seen at the Station. A call has been placed to CT Pest to confirm, and the Director of Security is on site to further investigate.

XI. EXECUTIVE SESSION – NOT NEEDED

XII. ADJOURNMENT & CAMPUS TOUR

Mr. Hausladen asked if there were any other issues for discussion. Hearing none he asked for a Motion to adjourn. Mr. Bergeron moved to adjourn, and Mr. Eyzaguirre seconded. A vote was taken.

- Sandeep Aysola Approved
- Eric Bergeron Approved
- Craig Bordiere Approved
- Carlos Eyzaguirre Approved

The meeting was adjourned at 1:49 PM. (The campus tour did not take place)

MOTION A

July 20, 2023

REGARDING

Motion to approve a professional services agreement with Desman, Inc. to conduct the annual condition surveys and inspections of Union Station Garage, Union Station Building, and State Street Station facilities for FY2023/2024 for capital budget preparation for FY 2024/2025.

PURPOSE

To prepare annual condition surveys of Union Station Garage, Union Station Building, and State Street Station facilities. Desman, Inc. was selected as a result of request for proposals from qualified firms, subject to NHPA Board action of July 24, 2023. These facilities will be studied along with NHPA's other structured facilities, separately paid.

COST

The total cost for the Union Station Campus facilities is \$16,062.50, broken out as follows:

Union Station Garage	\$ 5,452.50
Union Station Building	\$ 6,365.00
State Street Station	\$ 4,245.00
Total	\$16,062.50

FUNDING

Union Station Campus Operating Accounts

RECOMMENDATION

Enter into agreement with Desman, Inc. for the Fiscal Year 2023/2024 condition surveys.

July 20, 2023

MOVED THAT THE NEW HAVEN UNION STATION PARTNERSHIP OPERATIONS COMMITTEE HEREBY APPROVES THE PROFESSIONAL SERVICES AGREEMENT BY AND BETWEEN THE NEW HAVEN PARKING AUTHORITY, AS STATION MANAGER, PARKING MANAGER AND BROKERAGE MANAGER, WITH DESMAN, INC., THE DESIGNATED CONSULTANT AS A RESULT OF REQUEST FOR PROPOSALS FROM QUALIFIED FIRMS AND SUBJECT TO NHPA BOARD ACTION OF JULY 24, 2023, TO CONDUCT CONDITION SURVEYS AND INSPECTIONS OF UNION STATION GARAGE, UNION STATION BUILDING AND STATE STREET STATION FACILITIES FOR FY 2023/2024, IN AN AMOUNT EQUAL TO \$16,062.50.

At a Regular Meeting of the New Haven Union Station Partnership Operations Committee (OC) meeting, duly warned and open to the public, held at 232 George Street, New Haven, CT and via Zoom teleconference at 1:00 p.m. on Thursday, July 20, 2023, Members of the OC being present, the above Motion was proposed by Member _____, seconded by Member _____, put to vote and unanimously adopted.

Certified to be a true and correct copy.

Secretary



To: New Haven Union Station Operations Committee Members

From: Douglas Hausladen, NHPA

Re: Designated On-Call Engineering Consultants and Annual Condition Surveys

Date: July 19, 2023

On a periodic basis, New Haven Parking Authority requests proposals from engineering firms to serve as NHPA's engineering consultants and to perform annual condition surveys. As a result of requests for proposals, the design firm of Desman, Inc. and their subconsultant team are recommended to be selected to prepare annual condition surveys of New Haven Parking Authority's structures it manages, including the Union Station Campus facilities of Union Station Garage, Union Station Building and State Street Station; perform design and construction contract administration/inspection services for major capital improvement projects; and perform miscellaneous professional services, all on an as-needed, on-call basis. The NHPA Board of Commissioners will vote on this matter at their July 24, 2023 meeting, which was rescheduled from July 18, 2024.

A copy of the Board Motion is attached along with the annual condition survey fees for the Union Station Campus facilities and their standard hourly rates. Please let me know if you would like a full copy of their proposals or any of the others not selected.

We soon plan to engage Desman to start its condition surveys for use in the capital budget preparation for FY 2024/2025. An Operations Committee motion for approval has been prepared.

Thank you.

DESMAN, Inc.

Proposer's Name

PROPOSED ALL-INCLUSIVE FEES FOR CONDITION SURVEYS (Union Station Campus only):

<u>FACILITY</u>	<u>YEAR 1</u> <u>(FY 23/24)</u>	<u>YEAR 2</u> <u>(FY 24/25)</u>	<u>YEAR 3</u> <u>(FY 25/26)</u>	<u>YEAR 4</u> <u>(FY 26/27)</u>	<u>YEAR 5</u> <u>(FY 27/28)</u>	<u>TOTAL FOR 5 YEARS</u>
Union Station Garage	\$ 5,452.50	\$ 5,452.50	\$ 5,452.50	\$ 5,452.50	\$ 5,452.50	27,262.50
Union Station Building	\$ 6,365.00	\$ 6,365.00	\$ 6,365.00	\$ 6,365.00	\$ 6,365.00	31,825.50
State Street Station	\$ 4,245.00	\$ 4,245.00	\$ 4,245.00	\$ 4,245.00	\$ 4,245.00	21,225.50
TOTAL	\$ 16,062.50	\$ 16,062.50	\$ 16,062.50	\$ 16,062.50	\$ 16,062.50	80,312.50

Note: The Union Station Campus facilities, consisting of the Union Station Garage, Union Station Building and State Street Station, are presently covered under a Management Agreement with the City of New Haven, for which the New Haven Parking Authority ("NHPA") has responsibilities as the Station Manager and Parking Manager pursuant to the July 2022 New Haven Union Station Lease, Operating and Funding Agreement between the State of Connecticut and the City of New Haven ("LOFA"). NHPA's Management Agreement with the City expires on June 30, 2027. The professional services agreement with the selected consultant may be assigned to another party designated by the State of Connecticut Department of Transportation and the City of New Haven in the event NHPA is no longer the Station Manager or Parking Manager upon expiration of the term of the Management Agreement, or otherwise the services provided to NHPA for the Union Station Campus will be terminated.

2023 CORPORATE HOURLY RATES

The current rates listed herein are subject to adjustment in accordance with the normal salary review practices of DESMAN. Our current hourly rates for 2023 are as listed below:

<u>EMPLOYEE CLASSIFICATION</u>	<u>HOURLY RATE</u>
Principal	\$290.00
Project Manager	\$220.00
Senior Engineer/Planner/Architect	\$210.00
Engineer/Planner/Architect	\$190.00
Designer/Revit	\$170.00
Draftsperson/CADD Operator	\$135.00
Technician	\$130.00
Data Collector	\$110.00
Clerical	\$100.00
Attendance at Hearings/After-Hour Presentations	\$400.00
Expert Witness	\$450.00
Litigation-Related Consulting	\$350.00

Note: Rates effective through December 31, 2023

MOTION C

July 24, 2023

REGARDING

Motion to select and designate Desman, Inc. and their subconsultants to serve as New Haven Parking Authority's engineering consultants, as needed, and to engage Desman, Inc. to conduct the annual condition surveys and inspections of New Haven Parking Authority's structured facilities for a 5-year period through June 30, 2028.

PURPOSE

To prepare annual condition surveys of New Haven Parking Authority's parking structures, the Under-Air Rights Garage surface lot, Union Station Building and State Street Station; perform design and construction contract administration/inspection services for major capital improvement projects; and perform miscellaneous professional services, all on an as-needed, on-call basis and subject to the approval of the Board or Executive Director as applicable for each individual professional service agreement.

COST

The fees for the annual condition surveys and standard hourly rates are included in the proposal and listed in the summary enclosure. Fees for major construction projects are to be negotiated and depend upon the size and complexity of the project.

FUNDING

As per approved Operating and Capital Budgets, subject to the funding availability.

DISCUSSION

On a periodic basis, New Haven Parking Authority requests proposals from engineering firms to serve as NHPA's engineering consultants and to perform annual condition surveys. Legal advertisements were posted in in the New Haven Register, LaVoz, New Haven Independent, and Inner-City News. The advertising was also placed on NHPA's website. Four proposals were received on July 6, 2023:

- Desman Inc. of Rocky Hill, Connecticut
- Walker Consultants of New York, NY
- O & S Associates of New York, NY
- Ahneman Kirby, LLC (AKL) of Riverside, CT

These proposals were reviewed and are summarized in the enclosure entitled: *Summary Review of Proposals Received for Professional Engineering Services, Condition Surveys and On-Call Needs, New Haven Parking Authority Facilities, NHPA Project #23-070.*

A review committee consisting of Jim Staniewicz, Chief Engineer of New Haven Parking Authority and Peter Zannis of Turner Construction (Program Manager) reviewed the proposals. It is their unanimous recommendation to select Desman, Inc. based on their written proposal, understanding of needs, experience, competitive fees, and a superior and comprehensive subconsultant team that can fully address New Haven Parking Authority's needs and is also reflective of outstanding MBE and New Haven based outreach. Desman, Inc. and its subconsultant team are fully capable of providing the necessary services that NHPA requires and they have performed their services in the past in an exemplary fashion.

RECOMMENDATION

Designate Desman, Inc. and their subconsultants to serve as New Haven Parking Authority's engineering consultants, and to perform the annual condition surveys for a 5-year period through June 30, 2028.

July 24, 2023

MOVED THAT THE NEW HAVEN PARKING AUTHORITY HEREBY SELECTS AND DESIGNATES DESMAN, INC. AND THEIR SUBCONSULTANTS TO SERVE AS ITS ON-CALL ENGINEERING CONSULTANTS FOR A FIVE (5) YEAR TERM SUBJECT TO TERMINATION AT THE NEW HAVEN PARKING AUTHORITY'S SOLE DISCRETION. THE ON-CALL STATUS IS NOT AN EXCLUSIVE ONE; NEW HAVEN PARKING AUTHORITY RESERVES THE RIGHT TO CONTRACT WITH OTHER ENTITIES FOR SIMILAR SERVICES. FOR EACH PROJECT THAT NEW HAVEN PARKING AUTHORITY REQUIRES THE SERVICES OF DESMAN, INC. OR THEIR SUBCONSULTANTS, AN INDIVIDUAL PROFESSIONAL SERVICE AGREEMENT WILL BE NEGOTIATED AND APPROVED BY NEW HAVEN PARKING AUTHORITY'S BOARD OF COMMISSIONERS OR EXECUTIVE DIRECTOR, AS APPLICABLE.

ADDITIONALLY, IT IS MOVED THAT THE CHAIRMAN, OR IN HIS ABSENCE THE VICE CHAIRMAN, BE AND HEREBY IS AUTHORIZED ON BEHALF OF NEW HAVEN PARKING AUTHORITY TO ENTER INTO PROFESSIONAL SERVICES AGREEMENTS WITH DESMAN, INC. TO CONDUCT CONDITION SURVEYS AND INSPECTIONS OF NEW HAVEN PARKING AUTHORITY'S STRUCTURED FACILITIES FOR A FIVE-YEAR PERIOD, IN AN AMOUNT NOT TO EXCEED TO \$291,855.00. AN INDIVIDUAL AGREEMENT WILL BE PREPARED FOR EACH FISCAL YEAR.

At a Regular Meeting of the New Haven Parking Authority, duly warned and open to the public, held at the 232 George Street Office and via Zoom teleconference at 5:30 p.m. on Monday, July 24, 2023, Commissioners of the Authority being present, the above Motion was proposed by Commissioner _____, seconded by Commissioner _____, put to vote and unanimously adopted.

Certified to be a true and correct copy.

Douglas Hausladen
Secretary

SUMMARY REVIEW OF PROPOSALS RECEIVED FOR
PROFESSIONAL ENGINEERING SERVICES
CONDITION SURVEYS AND ON-CALL NEEDS
NEW HAVEN PARKING AUTHORITY FACILITIES
PROJECT #23-070

Project Manager's Office Location	Desman	Walker Consultants	O&S	AKL
Primary Character of Services	Rocky Hill, CT Engineering and architecture, consulting	New York, NY Planning, design, engineering, forensics, restoration and building envelope consulting	New York, NY Architecture and engineering consulting	Riverside, CT Surveying, civil and structural engineering, permitting, and geospatial analysis
Registered with Dept of Consumer Protection in CT	Yes	Yes	Yes (ind. renewal pending)	Yes
Years in business designing renovations to parking garages	50	40	27	18
Annual dollar value and percentage of work related to renovations of parking garages	\$5,800,000 40 %	\$31,800,000 44%	\$8,000,000 40%	No info provided. Did not respond to item.
Experience with parking structure renovations	Extensive. Has experience in CT	Extensive. Has experience in CT	Significant and includes a variety of projects in CT, NY, and PA	Limited experience
Experience with historic structures	Significant and includes experience in CT. Also retains a specialist subconsultant.	Describes broad general experience but mentions only one specific award-winning project in NY	Lists some experience in NY, PA and GA	No specific projects mentioned.
Experience with transportation facilities	Significant, including CT experience	Some experience in NY, VA and CT (Stamford)	No CT experience. Has some experience in NY&NJ	General experience working with CTDOT, MTA/MIN and Amtrak.
Proposed fees for annual condition surveys (all facilities)				
Year 1	\$53,480.00	\$142,300.00	\$111,750.00	\$422,093.00
Year 2	\$65,707.50	\$114,000.00	\$64,500.00	\$444,193.00
Year 3	\$53,480.00	\$103,400.00	\$40,500.00	\$464,302.30
Year 4	\$53,480.00	\$106,300.00	\$40,500.00	\$464,302.30
Year 5	\$65,707/50	\$126,700.00	\$83,250.00	\$537,473.53
TOTAL	\$291,855.00	\$592,700.00	\$340,500.00	\$2,332,364.13
Standard Hourly Rates for Selected Positions:				
Principal	\$290	\$325	\$250	\$180
Project Manager	\$220	\$245	\$200	\$150
Senior Engineer	\$210	\$240	\$200	\$130
Field Inspector	\$130	N/A	\$150	\$100

<p>Estimated Design Fee for Hypothetical Project:</p> <p>\$ 300,000 estimated construction cost \$1,000,000 estimated construction cost \$3,000,000 estimated construction cost</p>	<p>Depending on size and complexity</p> <p>7% - 11% 5% - 10% 3% - 8%</p>	<p>Depending on size and complexity*</p> <p>~7% ~3% ~1.5% * with extras for subconsultants, not specified</p>	<p>Depending on size only</p> <p>15% ~12% ~7.5%</p>	<p>Depending on size</p> <p>10%-15% 8%-12% 6%-10%</p>
<p>Proposed Subconsultants:</p>	<p>Silver-Petrucci, SBE (MEP); Svigals + Partners, SBE, NHB (architecture) with Patricuin Architects WBE, NHB; Tighe & Bond (site/civil, traffic & environmental) with Cabezas DeAngelis, MBE (site support) and Martinez Couch & Associates, MBE (surveying); Introba (security eng.); Sterling (independent elevator consultant); MERJE (graphics & signage); Jablonski Building Conservation, WBE (historic conservation); Integrated Design & Construction, MBE, NHB (cost estimation and misc. support); Test-Con, Inc., MBE (material testing); Material Testing Inc., SBE, NHB (material testing); Freeman Companies, MBE (inspection); WC McBride Electrical, MBE (electrical testing and investigation support); Ruotolo Mechanical, SBE, NHB (mechanical testing and inspection support);</p>	<p>Structural and architectural elements and limited MEP performed in-house. VHB will provide civil and landscaping design. No other specialties mentioned.</p>	<p>No subcontractors proposed. Performs in-house engineering, architecture, MEP, HVAC and civil. No other specialties mentioned.</p>	<p>Carl Mecky Architecture & Planning (architecture and preservation), Lumina Lidar, LLC, MBE (crack and spall detection and computation services), Peterson Engineering Group, LLC (MEP engineering). No other specialties mentioned.</p>

	<p>Advanced Reprographics WBE (printing/photocopies); Studio 5411 (renderings); Connecticut Courts, LLC, MBE (traffic counting)</p>			
MBE Outreach	<p>Outstanding outreach. Has included a broad range of specialty consultants who are MBEs, WBEs and SBES, many of whom are New Haven based (NHB). Desman is itself registered as an MBE in NY and NJ, with reciprocity in CT.</p>	<p>No outreach demonstrated for this proposal.</p>	<p>No outreach demonstrated for this proposal. O&S is itself registered as an MBE in NY and NJ.</p>	<p>Proposes to use Lumina Lidar, LLC, an MBE. No other outreach discussed.</p>
Committee Rating	1	2	3	4

July 20, 2023

REGARDING

Motion to approve a professional services agreement with Desman, Inc. to provide professional design and engineering services for Interior Wayfinding Signage at Union Station Building, NHPA Project #23-054.

PURPOSE

To design new interior wayfinding signage at Union Station Building, as identified in the MERJE report "Interior Signage Wayfinding Analysis," dated April 2, 2019, and based on the selection by the New Haven Union Station Operation Committee of design scheme Option1. MERJE will be the designated signage/graphics design subconsultant to Desman, Inc.

COST

The total cost of the professional services agreement for the Interior Wayfinding Signage at Union Station Building is not to exceed \$150,000.00, broken out as follows:

Scope of Services	Unit of Compensation	Cost
Schematic Design Phase	Lump Sum	\$ 25,000.00
Design Development Phase	Lump Sum	\$ 30,000.00
Construction Documents Phase	Lump Sum	\$ 30,000.00
Bidding Phase	Lump Sum	\$ 5,000.00
Construction Administration Phase	Hourly; Allowance N.T.E.	\$ 30,000.00
Additional Services, as needed	Hourly; Allowance N.T.E.	\$ 25,000.00
Reimbursable Expenses, as needed	Allowance N.T.E.	\$ 5,000.00
Total		\$150,000.00

FUNDING

Union Station capital reserves and/or State Bond Funds.

RECOMMENDATION

Enter into agreement with Desman, Inc. to provide professional design and engineering services for Interior Wayfinding Signage at Union Station Building, NHPA Project #23-054.

July 20, 2023

MOVED THAT THE NEW HAVEN UNION STATION PARTNERSHIP OPERATIONS COMMITTEE HEREBY APPROVES THE PROFESSIONAL SERVICES AGREEMENT BY AND BETWEEN THE NEW HAVEN PARKING AUTHORITY, AS STATION MANAGER, PARKING MANAGER AND BROKERAGE MANAGER, WITH DESMAN, INC., THE DESIGNATED CONSULTANT AS A RESULT OF REQUEST FOR PROPOSALS FROM QUALIFIED FIRMS AND SUBJECT TO NHPA BOARD ACTION OF JULY 24, 2023, TO PROVIDE PROFESSIONAL DESIGN AND ENGINEERING SERVICES FOR INTERIOR WAYFINDING SIGNAGE AT UNION STATION BUILDING, NHPA PROJECT #23-054, IN AN AMOUNT NOT TO EXCEED \$150,000.00.

At a Regular Meeting of the New Haven Union Station Partnership Operations Committee (OC) meeting, duly warned and open to the public, held at 232 George Street, New Haven, CT and via Zoom teleconference at 1:00 p.m. on Thursday, July 20, 2023, Members of the OC being present, the above Motion was proposed by Member _____, seconded by Member _____, put to vote and unanimously adopted.

Certified to be a true and correct copy.

Secretary

July 13, 2023

NEW HAVEN PARKING AUTHORITY

232 George Street
New Haven, CT 06510

ATTN: Mr. Douglas Hausladen
Executive Director

RE: Restoration Engineering Services
▪ Union Station - Internal Wayfinding Signage
New Haven, Connecticut
NHPA Project No. 23-054

Dear Mr. Hausladen:

Pursuant to our discussions with Mr. James Staniewicz, P.E., in relation to the implementation of replacement and installation of new interior wayfinding signage at the Union Station Building, **DESMAN** is pleased to submit this proposal for the provision of engineering services to address The New Haven Parking Authority's capital needs at the aforementioned property that have been identified for implementation during Fiscal Year 2023.

DESMAN's proposed scope of services will include, but not be limited to, the preparation and packaging of bid and construction documents for designated work that **DESMAN** identified within the report of "Interior Signage Wayfinding Analysis," prepared by **MERJE**, to address the following items of work to be implemented this fiscal year (FY 2023). Per recent discussions with the Union Station Operations Committee, we understand that graphical Option 1 has been selected for implementation, and therefore this proposal shall be based upon that selection.

Work performed on this project will require technical input by **DESMAN's** preferred environmental graphics consultant, **MERJE**.

SCOPE OF WORK:

TASK 1: SCHEMATIC DESIGN, DESIGN DEVELOPMENT AND CONSTRUCTION DOCUMENTATION:

- A. As part of our services, **DESMAN** and its sub-consultant **MERJE** shall revisit the Union Station Building and update our understanding of the needs, regarding the designated work.
- B. **DESMAN** and its sub-consultant **MERJE** shall attend meeting(s) with **NHPA** and others, as required, to discuss program development and budget issues pertaining to the work. We assume that these meetings will consist of a combination of virtual and in-person meetings as appropriate.

- C. **DESMAN** and its sub-consultant **MERJE** shall inventory the existing signs and site review locations for appropriateness, available space, and general conditions. Based on the inventory and wayfinding requirements, **MERJE** shall prepare a preliminary sign location plan and typical messages.
- D. **MERJE** will prepare a preliminary message schedule and sign location plans for review, along with recommendations for improvements, and approval by **NHPA** and appropriate State and City representatives as may be necessary. Subsequently, upon review of comments, **MERJE** shall revise the message schedule and sign location plan for review and approval by **NHPA** and appropriate State and City representatives.
- E. Upon approval by **NHPA** and appropriate State and City representatives, **MERJE** shall finalize the functional aspects of program, size, materials, contrasts, nomenclature, typography, symbols, hardware, architectural elements, placement requirements. Incorporated into the selection of materials, **DESMAN** and **MERJE** shall offer recommendations for flexibility and adaptability for potential future changes in messaging.
- F. **MERJE** shall coordinate with applicable fabricators for preliminary pricing and constructability reviews, applying value engineering as appropriate.
- G. **DESMAN** and its sub-consultant, **MERJE** shall prepare technical specifications and drawings for each of the various individual bid items required in instituting the work outlining performance criteria during construction and specific warranty requirements.
- H. **DESMAN** and its sub-consultant, **MERJE** shall provide updated opinions of probable construction costs, including unit quantities and prices, as more detailed work requirements and procedures are developed.
- I. **DESMAN** and its sub-consultant, **MERJE** shall provide three (3) submissions of the Contract Documents during the design process for review by **NHPA** and appropriate State and City representatives as may be necessary.
- At approximately 30% complete (Schematic Design)
 - At approximately 60% complete (Concept Design)
 - At approximately 90% complete (Construction Documents)

Contract Documents shall be revised to reflect review comments, including revisions necessary to meet the budgetary constraints of the project. Each progress submission shall include an update of engineering estimate of probable construction costs. Progress documents shall be provided in electronic (PDF) format and transmitted via e-mail; however, paper copies may be provided upon request.

- J. **DESMAN** and its sub-consultant, **MERJE** shall meet with **NHPA** and appropriate State and City representatives, as required, to review each progress submission preliminary to incorporating changes into the final Contract Documents.

- K. **DESMAN** shall assist **NHPA** in preparation of all necessary documents for permit applications required by federal, state or local city agencies and attend meetings with said agencies to secure these permits.
- L. Contract Documents (drawings and specifications) for bidding purposes shall be provided to **NHPA** at actual cost of reproduction. The exact number of copies provided shall be as per **NHPA's** request.

TASK 2: BIDDING:

- A. **DESMAN** and its sub-consultant, **MERJE** shall review qualifications of Contractors with **NHPA** and others, as required, and make recommendations with regard to their invitation to bid.
- B. **DESMAN** and its sub-consultant, **MERJE** shall prepare all necessary addenda prior to bid openings or as otherwise might be required.
- C. **DESMAN** and its sub-consultant, **MERJE** shall attend bid openings and review bid proposals with **NHPA** and others, including attendance at a post-bid/pre-award meeting with the Apparent Low Bidder to verify the project understanding, and make final recommendations with regard to Contractor selection and award of construction contract. We assume that the bid opening and post-bid meetings will be held virtually.

TASK 3: CONSTRUCTION ADMINISTRATION:

- A. **DESMAN** will act as **NHPA's** agent in dealing with the Contractor, reviewing work performed to verify its substantial compliance with the Contract Documents. **DESMAN** will report to **NHPA** if work progress or work performance is in non-conformance with the Contract Documents.
- B. **DESMAN** will furnish **NHPA** with administrative assistance during the entire construction periods (i.e., until successful project closeout), including but not limited to conducting periodic job meetings, and preparing and distributing meeting minutes as directed by **NHPA**. In conjunction with periodic job meetings, a review of the work in progress shall be performed.
- C. **DESMAN** and its sub-consultant, **MERJE** will review requests for changes to the construction contract and make recommendations to **NHPA** on how to proceed. **DESMAN** will prepare all Change Orders, for approval by the parties involved, on forms prescribed by **NHPA**.
- D. **DESMAN** and its sub-consultant, **MERJE** will review and process all material/product data sheets and shop drawings submitted by the Contractor and make recommendations to **NHPA** with regard to further action required, or their acceptance.

- E. **DESMAN** will review applications and certificates for payment submitted by the Contractor and forward them to **NHPA** with recommendation for payment.
- F. Upon substantial completion of the project, **DESMAN** and its sub-consultant, **MERJE** shall assist **NHPA** in preparation of punch list of work items requiring remediation and/or repair by the Contractor prior to release of final payment and retainage amounts.
- G. **DESMAN** and its sub-consultant, **MERJE** shall carry out any services required by **NHPA** for the expeditious completion of the construction contract.

TASK 4: ADDITIONAL SERVICES:

During implementation of repairs the following items of work shall be performed at the specific request of **NHPA**. None of these items of work shall be performed without prior written authorization by **NHPA**, and shall be provided at **DESMAN**'s standard hourly rates in accordance with the attached hourly rate schedules, or at actual cost to **DESMAN** plus a 10% administrative fee for outside consultant services.

- A. Procure inspection and/or testing services for any material testing required by the specifications or requested by **NHPA** and not arranged or provided by the Contractor. Said inspection and/or testing services shall be provided at actual cost to **DESMAN** plus a 10% administrative fee.
- B. Revise the design for the project at the request of **NHPA** subsequent to the successful completion of Task 1. Work to include revisions to the design required due to unforeseen circumstances.
- C. Specialized outside consultant services retained to address various issues should they be required upon consultation and approval by **NHPA**.
- D. Upon completion of the project, incorporation of the contractor's as-built documentation into the **NHPA**'s record set of documents.

PROJECT FEES:

Based upon the scope of services outlined, **DESMAN** proposes the following engineering fees:

TASK 1: DESIGN DEVELOPMENT AND CONSTRUCTION DOCUMENTATION:

1.1: SCHEMATIC DESIGN:

Lump Sum	\$25,000.00
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1.2 DESIGN DEVELOPMENT:

Lump Sum	\$30,000.00
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1.3: CONSTRUCTION DOCUMENTS:

Lump Sum \$30,000.00

SUB-TOTAL (Tasks 1.1, 1.2 & 1.3): \$85,000.00

TASK 2: BIDDING:

Lump Sum \$5,000.00

TASK 3: CONSTRUCTION ADMINISTRATION:

Hourly Allowance (N.T.E.) \$30,000.00

SUB-TOTAL (Tasks 1, 2 & 3): \$120,000.00

TASK 4: ADDITIONAL SERVICES:

Hourly Allowance (N.T.E.) \$25,000.00

REIMBURSABLE EXPENSES:

Reimbursable expenses including travel, express mail/courier services, and reproduction costs (Based upon the total number of plans & specifications required by NHPA) shall be billed at Desman's direct cost or at direct cost plus 10% administrative fee as stipulated.

Total compensation for reimbursable expenses shall not exceed the amount specified without prior written authorization from NHPA.

Allowance \$5,000.00

TOTAL (Tasks 1 – 4, inclusive of reimbursable expenses): \$150,000.00

PROJECT SCHEDULE:

Based upon the services outlined, **DESMAN** shall complete each task as follows.

1. All services provided under Tasks 1.1, 1.2 & 1.3 are intended to be completed to facilitate bidding of all work by Spring 2024, or approximately a total of 9 months, consisting of 3 months per phase of design inclusive of applicable periods of review. The design schedule assumes receipt of a written notice to proceed by no later than August 1, 2023.

2. All services provided under Tasks 2, 3 and shall be carried out in conjunction with the construction contract accordingly.

In closing, **DESMAN** appreciates this opportunity of being considered for these consulting services. We trust that this proposal, as presented, is responsive to the specific requirements of the New Haven Parking Authority and the needs of this project.

Provided the proposal is acceptable, please provide appropriate written authorization so that we may proceed.

Sincerely,

DESMAN

Kenneth Sugarman
Senior Associate

KDS:ks

Cc: James Staniewicz, NHPA

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DRAFT

**Union Station Internal Wayfinding Signage
NHPA Project #23-054
Hourly Break-down & Summary**

<u>Task/Hourly Rate</u>	<u>DESMAN</u>				<u>MERIE</u>						<u>TOTAL</u>	<u>Proposed TOTAL</u>
	Principal	Project Manager			Principal	Sr. Designer	Graphic Designer					
Task 1.1 Schematic Design	2	\$580.00	24	\$5,280.00	52	\$9,100.00	52	\$7,020.00	52	\$5,720.00	\$27,700.00	\$25,000.00
Task 1.2 Design Development	2	\$580.00	24	\$5,280.00	66	\$11,550.00	66	\$8,910.00	66	\$7,260.00	\$33,580.00	\$30,000.00
Task 1.3 Construction Documents	2	\$580.00	48	\$10,560.00	52	\$9,100.00	52	\$7,020.00	52	\$5,720.00	\$32,980.00	\$30,000.00
sub-TOTAL:		\$1,740.00		\$21,120.00		\$29,750.00		\$22,950.00		\$18,700.00	\$94,260.00	\$85,000.00
Task 2: Bidding		\$0.00	12	\$2,640.00	8	\$1,400.00	8	\$1,080.00	8	\$880.00	\$6,000.00	\$5,000.00
Task 3: Construction Administration:		\$0.00	70	\$15,400.00	40	\$7,000.00	40	\$5,400.00	40	\$4,400.00	\$32,200.00	\$30,000.00
sub-TOTAL:		\$0.00		\$18,040.00		\$8,400.00		\$6,480.00		\$5,280.00	\$38,200.00	\$35,000.00
Task 4: Additional Services (as needed)											\$25,000.00	\$25,000.00
Reimbursable Expenses (as needed)											\$5,000.00	\$5,000.00
TOTAL:											\$162,460.00	\$150,000.00



ARCHITECTS
STRUCTURAL ENGINEERS
PLANNERS
PARKING CONSULTANTS
RESTORATION ENGINEERS
GREEN PARKING CONSULTING

2023 CORPORATE HOURLY RATES

The current rates listed herein are subject to adjustment in accordance with the normal salary review practices of DESMAN. Our current hourly rates for 2023 are as listed below:

<u>EMPLOYEE CLASSIFICATION</u>	<u>HOURLY RATE</u>
Principal	\$290.00
Project Manager	\$220.00
Senior Engineer/Planner/Architect	\$210.00
Engineer/Planner/Architect	\$190.00
Designer/Revit	\$170.00
Draftsperson/CADD Operator	\$135.00
Technician	\$130.00
Data Collector	\$110.00
Clerical	\$100.00
Attendance at Hearings/After-Hour Presentations	\$400.00
Expert Witness	\$450.00
Litigation-Related Consulting	\$350.00

Note: Rates effective through December 31, 2023

Submitted By: MERJE
120 N. Church St., Suite 208
West Chester, PA 19380
484-266-0648

Contact: John Bosio
jbosio@merjedesign.com
215.801.5722

HOURLY BILLING RATES

MERJE

Principal In Charge	\$ 175	Wayfinding, Lead Design and Presentations
Senior Designer	\$ 135	Design, Planning and Presentations
Graphic Designer	\$ 110	Design Assistance, Field Work & Production
Jr. Designer	\$ 90	Production / Field Assistance

July 20, 2023

REGARDING

Motion to approve a professional services agreement with Desman, Inc. to provide professional engineering and architectural services for Enabling Project – Phase 1 at Union Station Building, NHPA Project #23-051.

PURPOSE

To provide required professional engineering and architectural services throughout the stages of design, procurement, testing/inspection and construction for the Enabling Project – Phase 1 at Union Station Building. The items in this project include the following:

- Group 1: Main lobby seating and removal of storefronts;
- Group 2: Outdoor flex seating, outdoor patio, casual/semi-self-service restaurant, pizza kitchen;
- Group 3: New family restroom, new men’s and women’s restrooms;
- Group 4: Bicycle station/garage concession space (design only);
- Group 5: Mechanical, Electrical & Plumbing (MEP) Upgrades.

COST

The total cost of the professional services agreement for the Enabling Projects – Phase 1 at Union Station Building is not to exceed \$855,000.00, broken out as follows:

Scope of Services	Unit of Compensation	Cost
Scanning and modeling of existing conditions	Hourly; Allowance N.T.E.	\$ 35,000.00
Group 1 Design Services	Lump Sum	\$140,000.00
Group 2 Design Services	Lump Sum	\$130,000.00
Group 3 Design Services	Lump Sum	\$115,000.00
Group 4 Design Services	Lump Sum	\$170,000.00
Group 5 Design Services	Lump Sum	\$ 95,000.00
Bidding Phase Services	Hourly; Allowance N.T.E.	\$ 10,000.00
Construction Administration Phase Services	Hourly; Allowance N.T.E.	\$100,000.00
Additional Services, as needed	Hourly; Allowance N.T.E.	\$ 50,000.00
Reimbursable Expenses, as needed	Allowance N.T.E.	\$ 10,000.00
Total		\$855,000.00

FUNDING

Union Station capital reserves and/or State Bond Funds.

RECOMMENDATION

Motion to approve a professional services agreement with Desman, Inc. to provide professional engineering and architectural services for Enabling Project – Phase 1 at Union Station Building, NHPA Project #23-051.

July 20, 2023

MOVED THAT THE NEW HAVEN UNION STATION PARTNERSHIP OPERATIONS COMMITTEE HEREBY APPROVES THE PROFESSIONAL SERVICES AGREEMENT BY AND BETWEEN THE NEW HAVEN PARKING AUTHORITY, AS STATION MANAGER, PARKING MANAGER AND BROKERAGE MANAGER, WITH DESMAN, INC., THE DESIGNATED CONSULTANT AS A RESULT OF REQUEST FOR PROPOSALS FROM QUALIFIED FIRMS AND SUBJECT TO NHPA BOARD ACTION OF JULY 24, 2023, TO PROVIDE PROFESSIONAL ENGINEERING AND ARCHITECTURAL SERVICES FOR ENABLING PROJECT – PHASE 1 AT UNION STATION BUILDING, NHPA PROJECT #23-051, IN AN AMOUNT NOT TO EXCEED \$855,000.00.

At a Regular Meeting of the New Haven Union Station Partnership Operations Committee (OC) meeting, duly warned and open to the public, held at 232 George Street, New Haven, CT and via Zoom teleconference at 1:00 p.m. on Thursday, July 20, 2023, Members of the OC being present, the above Motion was proposed by Member _____, seconded by Member _____, put to vote and unanimously adopted.

Certified to be a true and correct copy.

Secretary

July 14, 2023

NEW HAVEN PARKING AUTHORITY/PARK NEW HAVEN

232 George Street
New Haven, CT 06510

ATTN: Mr. Douglas Hausladen
Executive Director

RE: Restoration Engineering Services
▪ Union Station – Enabling Project, Phase 1
New Haven, Connecticut
NHPA Project No. 23-051

Dear Mr. Hausladen:

Pursuant to our discussions with Mr. James Staniewicz, P.E., in relation to the implementation of various improvements at the Union Station Building, **DESMAN** is pleased to submit this proposal for the provision of architectural & engineering services to address The New Haven Parking Authority's capital needs at the aforementioned property that have been identified for implementation.

DESMAN's proposed scope of services will include, but not be limited to, the preparation and packaging of bid and construction documents for designated work that **DESMAN** has identified within the report of "Interior Improvements at the New Haven Union Station Building," primarily prepared by Svigals+Partners, and along with Silver/Petrucci + Associates,, to address the following items of work to be implemented this fiscal year (FY 2023). Per recent discussions with the Union Station Operations Committee, we understand that certain items have been selected for implementation, as follows (for purposes of design efficiency, we are assuming that certain similar work be packaged as shown); should adjustments need to be made, we propose to address those adjustments as Additional Services as appropriate:

- **Group 1:**
 - A1: Main Lobby Seating

The main lobby seating is intended to provide flexibility for the large hall (for travelers, events and the ability to provide a variety of choices for riders). In addition to providing flexible spaces, it is also intended to provide supplemental seating for the adjacent retail/food tenants and create a more inclusive station where the patrons can enjoy the space and find places for rest, waiting and relaxation. The Scope is anticipated to include removal of the designated existing wood benches, and providing new loose seating that would include a variety of seating options.

- **F1: Remove Storefronts**

The removal of the storefronts is intended to include the evaluation of the existing retail storefronts, providing suggestions for new storefront solutions. We understand that the objective is to create an open and inviting retail experience for the travelers.

- **Group 2:**

- **A2: Outdoor Flex Seating & Patio**

The outdoor flex seating and patio is expected to be a new amenity to Union Station. This outdoor space is intended to activate the outdoor space located between the existing parking garage and Union Station for public and private uses. This space may include expansion of hardscape, landscaping, new fencing, accessibility upgrades, power distribution, lighting and exterior furniture. In addition to being used for event planning such as farmers market, food trucks and other events the space is also anticipated to be used by the new restaurant space located in the northeast corner of the Union Station on the first floor for outdoor dining.

- **F3: Casual/Semi-Self Service Restaurant**

The work is anticipated to provide a quick service restaurant space, in conjunction with the outdoor flex seating & patio, and is expected to activate the north east side of station. We expect coordination to be needed with MEP and/or the potential future commissary kitchen. The design intent at this time is to "white box" the restaurant space and provide temporary life safety services so it will be prepared and ready for a potential restaurant use.

- **F5: Pizza Kitchen**

This work is anticipated to provide a Local Vendor—Pizza Oven / Convenience Grab and Go Counter to activate the lobby and bring an authentic local experience. We expect coordination to be needed with MEP and/or the potential future commissary kitchen. The design intent at this time is to "white box" the restaurant space and provide temporary life safety services so it will be prepared and ready for a potential restaurant use.

- **Group 3:**

- **B1: Family Restroom**

A new family restroom will provide supplemental toilet fixtures where an existing ATM is located, adjacent to the existing restrooms.

- B2: New Men's & Women's Restrooms

The new men's and women's restroom is intended to provide supplemental toilet fixtures for the overall station. The toilets will help provide a balanced distribution for toilet facilities and also provide redundant services in case one of the rest rooms needs to be closed for cleaning or repair. Associated with the new toilets, the design considers adding a janitors closet for general cleaning and maintenance. Due to the new rest rooms, consideration will be given for supplemental waterproofing to be added to the spaces located below the new toilets.

- Group 4:

- A3: Bike Station/Garage Concession Spaces

The Bike Station/Garage Concession Spaces is an amenity service that is intended to enhance Union Avenue and provide cycling resources to the Station. Associated with this renovation is the removal/decommissioning of the northern-most parking bay on the ground level of the Union Station Parking Garage to be converted into retail uses, public access to the station and bike storage/repair. Included in this renovation is the removal of the existing fencing and selective cutting of the precast building elements along Union Avenue, along with the "white box" of the space and provision of temporary life safety services so it will be prepared and ready for a potential tenant(s) use. The new renovation is anticipated to add new retail storefront(s) for future retail/commercial uses to help activate the pedestrian experience along Union Avenue. **We note, however, that our efforts related to this Group 4 will be limited to design only.**

- Group 5:

- Mechanical, Electrical & Plumbing Upgrades to the Building Infrastructure

Over the years, many tenants and uses have been located and installed throughout the building. While certain repairs and improvements have been implemented to address these and related issues over the years, this has resulted in a mixture of equipment vintages, inefficiencies of combining different types of equipment and therefore varying expectations of performance, such as the multiple HVAC units located in the rear of the Building, as well as outdated uses, such as the current metering system, and technologies limited by the configuration of the Building.

Therefore, included in this Group 5, we will review and identify potential modifications that may be implemented throughout the Building to update the infrastructure, as well as prepare it for future development and expansion, such as these Enabling Tasks; specific tasks will include review of feasibility, as well as other related program elements such as code requirements and/or limitations that may be required by **NHPA** for consideration, along with consideration of budgetary restrictions, followed then by design for implementation of those items determined to be feasible and practical based upon current or known conditions and/or expectations. Specifically, we anticipate the following tasks and goals:

- **DESMAN** and its sub-consultant, SPA, will review and consider the existing HVAC systems:
- **DESMAN** and its sub-consultant, SPA, will review and consider the existing gas service:
- **DESMAN** and its sub-consultant, SPA, will review and consider the existing domestic water, fire protection (sprinkler) and sanitary services:
- **DESMAN** and its sub-consultant, SPA, will review and consider the existing electrical distribution and metering system, as well as emergency generator needs and capacity: *for purposes of the design, however, we anticipate that metering modifications may be limited to an owner-based/sub-metering system, or dependent on the finalization of certain tenant requirements currently undefined. Should a different metering system be desired, we will provide the design or further design as an Additional Service.*
- **DESMAN** and its sub-consultant, SPA, will review and consider the existing telecommunications infrastructure and opportunities for distribution, growth and technology adjustments
- In conjunction with this effort, **DESMAN** and its sub-consultant, SPA, will also consider opportunities for sustainability improvements and/or enhancements. However, we anticipate that certain opportunities will be limited due to the nature of the Union Station Building being an existing building. *We therefore anticipate that this Work may be accomplished in phases: the first phase focusing on the existing conditions and the second phase being performed when the concept development for the future West Garage and South Hall is started and is being performed.*
- **DESMAN** and its sub-consultant, SPA, will consider what logistical limitations and/or restrictions may apply that may impact the potential work, as well as resulting impact to operations during the work,
- **DESMAN** and its sub-consultant, SPA, will consider what accessibility requirements may be anticipated for maintenance, cleaning, repair and other operational expectations; Due to challenges of access, related to previous repair projects such as the chiller, boiler and other larger equipment, **DESMAN** and its sub-consultant, SPA will review and consider opportunities for installation of a hatch into the basement,
- **DESMAN** and its sub-consultant, SPA, will prepare an opinion of probable construction cost of the modifications,
- **DESMAN** and its sub-consultant, SPA, will prepare a memorandum outlining and summarizing the feasibility and considerations.
- Since certain tasks are of an indeterminate level of effort and/or expense, we propose the following tasks as Additional Services. These items of work shall be performed at the specific request of **NHPA**. None of these items of work shall be performed without prior written authorization by **NHPA**, and shall be provided at **DESMAN**'s standard hourly rates in accordance with our on-call contract or at actual cost to **DESMAN** plus a 10% administrative fee for outside consultant services.

- We understand that the quality of water throughout the domestic water system of the Union Station Building has been questionable. We therefore will procure and arrange for appropriate testing services to test for common contaminants that may be present.
- We understand that corrosion and other deterioration has been observed throughout the plumbing and heating pipes of indeterminate causes; we therefore will procure and arrange for testing services to further investigate the potential causes of this deterioration.

Also, we understand that certain other related work may be implemented but the approach to that work is not yet fully defined, vetted and/or known, such as:

- A5: Decorative & Seasonal Overhead Ornaments/Art
- T1: Existing Tenant Relocation,
- As well as other Enabling Tasks not selected but having an impact nevertheless, such as K1, K2 and K3, and other items.

As applicable, this work may be addressed via other allowances, on-call trades and/or separate contract. Services for this work, if required, shall be provided as an Additional Service.

DESMAN anticipates that Work performed on this project will require technical input by our designated on-call team of sub-consultants, consisting of architectural consultant, Svigals + Partners (**Svigals**) with support from **Patriquin Architects (MBE)**, and mechanical & electrical consultant, Silver/Petrucci + Associates (**SPA**).

SCOPE OF WORK:

TASK 0: SCANNING AND MODELING OF THE EXISTING CONDITIONS:

- Although we have much historic documentation on the Union Station Building, many various projects have been done over the years, resulting in a mixed level of reliability of existing conditions. Therefore, prior to start of work, **DESMAN** will arrange for the modeling of the common areas of the 1st and 2nd floors of the Union Station Building, as well as the partial area of the Basement, limited to the area at the base of the escalators.
- The scanning will result in the development of BIM documentation, as well as CAD (.dwg & .pdf) of the conditions. This modeling will then be utilized in the design of the various work.

TASK 1: SCHEMATIC DESIGN, DESIGN DEVELOPMENT AND CONSTRUCTION DOCUMENTATION:

Regarding the **Groups 1, 2, 3, 4 & 5** we propose the following grouping of tasks, to be designated as follows:

- Task 1.1: Group 1**
- Task 1.2: Group 2**
- Task 1.3: Group 3**
- Task 1.4: Group 4**
- Task 1.5: Group 5**

For these tasks, we propose the following services:

- A. As part of our services, **DESMAN** and its sub-consultants shall revisit the Union Station Building and update our understanding of the needs, regarding the designated work.
- B. **DESMAN** and its sub-consultants shall attend meeting(s) with **NHPA** and others, as required, to discuss program development and budget issues pertaining to the work. We assume that these meetings will be held virtually.
- C. **DESMAN** and its sub-consultants shall prepare technical specifications and drawings for each of the various individual bid items required in instituting the work outlining performance criteria during construction and specific warranty requirements.
- D. **DESMAN** and its sub-consultants shall provide updated opinions of probable construction costs, including unit quantities and prices, as more detailed work requirements and procedures are developed.
- E. **DESMAN** and its sub-consultants shall provide three (3) submissions of the Contract Documents during the design process for review by **NHPA** and other representatives as may be necessary.
 - At approximately 30% complete (Schematic Design)
 - At approximately 60% complete (Concept Design)
 - At approximately 90% complete (Construction Documents)

Contract Documents shall be revised to reflect review comments, including revisions necessary to meet the budgetary constraints of the project. Each progress submission shall include an update of engineering estimate of probable construction costs. Progress documents shall be provided in electronic (PDF) format and transmitted via e-mail; however, paper copies may be provided upon request.

- F. **DESMAN** and its sub-consultants shall meet with **NHPA** and others, as required, to review each progress submission preliminary to incorporating changes into the final Contract Documents.

- G. **DESMAN** shall assist **NHPA** in preparation of all necessary documents for permit applications required by federal, state or local city agencies and attend meetings with said agencies to secure these permits.
- H. Contract Documents (drawings and specifications) for bidding purposes shall be provided to **NHPA** at actual cost of reproduction. The exact number of copies provided shall be as per **NHPA**'s request.

TASK 2: BIDDING:

- A. **DESMAN** and its sub-consultants shall review qualifications of Contractors with **NHPA** and others, as required, and make recommendations with regard to their invitation to bid.
- B. **DESMAN** and its sub-consultants shall attend pre-bid meeting(s) with **NHPA** and various Contractors to discuss various technical issues with regard to specific bidding and repair requirements.
- C. **DESMAN** and its sub-consultants shall prepare all necessary addenda prior to bid openings or as otherwise might be required.
- D. **DESMAN** and its sub-consultants shall attend bid openings and review bid proposals with **NHPA** and others, and make final recommendations with regard to Contractor selection and award of construction contract. We assume that the bid opening will be held virtually.

TASK 3: CONSTRUCTION SUPPORT:

- A. **DESMAN** will act as **NHPA**'s agent in dealing with the Contractor, reviewing work performed to verify its substantial compliance with the Contract Documents. **DESMAN** will report to **NHPA** if work progress or work performance is in non-conformance with the Contract Documents.
- B. **DESMAN** will furnish **NHPA** with administrative assistance during the entire construction periods (i.e., until successful project closeout), including but not limited to conducting periodic job meetings, and preparing and distributing meeting minutes as directed by **NHPA**. In conjunction with periodic job meetings, a review of the work in progress shall be performed.
- C. **DESMAN** and its sub-consultants will review requests for changes to the construction contract and make recommendations to **NHPA** on how to proceed. **DESMAN** will prepare all Change Orders, for approval by the parties involved, on forms prescribed by **NHPA**.
- D. **DESMAN** and its sub-consultants will review and process all material/product data sheets and shop drawings submitted by the Contractor and make recommendations to **NHPA** with regard to further action required, or their acceptance.

- E. **DESMAN** will review applications and certificates for payment submitted by the Contractor and forward them to **NHPA** with recommendation for payment.
- F. Upon substantial completion of the project, **DESMAN** and its sub-consultants shall assist **NHPA** in preparation of punch list of work items requiring remediation and/or repair by the Contractor prior to release of final payment and retainage amounts.
- G. **DESMAN** and its sub-consultants shall carry out any services required by **NHPA** for the expeditious completion of the construction contract.

TASK 4: ADDITIONAL SERVICES:

During implementation of the work, the following items of work shall be performed at the specific request of **NHPA**. None of these items of work shall be performed without prior written authorization by **NHPA**, and shall be provided at **DESMAN**'s standard hourly rates as presented later within this proposal or at actual cost to **DESMAN** plus a 10% administrative fee for outside consultant services.

- Specifically regarding Group 5, since certain tenant arrangements are not yet known, nor the impact of the potential future West Garage and South Hall development, we anticipate making certain assumptions based upon the current conditions of the various systems throughout the Building. While we will endeavor to identify opportunities for potential expansion and/or modifications, those opportunities will be based upon certain limitations understood to be currently feasible and practical. However, should we be requested to consider additional needs based upon these potential future needs, we will provide those efforts as an Additional Service.
- Address other Enabling Items not specifically identified and/or defined at this time, such as A5: Decorative & Seasonal Overhead Ornaments/Art, T1: Tenant Relocation, as well as other Enabling Tasks not selected but having an impact nevertheless, such as K1, K2 and K3, and other items.
- Preparation of renderings and/or graphics for depiction of expectations and/or display
- Since the quantity and extent of meetings and/or coordination with the various Parties is unknown at this time, we will provide attendance at the meetings as an Additional Service.
- Procure inspection and/or testing services for any material testing required by the specifications or requested by **NHPA** and not arranged or provided by the Contractor. Said inspection and/or testing services shall be provided at actual cost to **DESMAN** plus a 10% administrative fee.

- Revise the design for the project at the request of **NHPA** subsequent to the successful completion of Task 1. Work to include revisions to the design required due to unforeseen circumstances.
- Specialized outside consultant services retained to address various issues should they be required upon consultation and approval by **NHPA**.

PROJECT FEES:

Based upon the scope of services outlined, **DESMAN** proposes the following engineering fees:

TASK 0: SCANNING AND MODELING OF THE EXISTING CONDITIONS:

N.T.E. Allowance (N.T.E.) \$35,000.00

TASK 1: DESIGN DEVELOPMENT AND CONSTRUCTION DOCUMENTATION:

As noted, we propose the following to be billed as a percentage complete of the Design Development and Construction Documentation in accordance with the following percentages:

- At approximately 30% complete (Schematic Design)
- At approximately 60% complete (Concept Design)
- At approximately 90% complete (Construction Documents)
- 100% (complete and ready for Bidding)

TASK 1.1	Lump Sum	\$140,000.00
TASK 1.2	Lump Sum	\$130,000.00
TASK 1.3	Lump Sum	\$115,000.00
Task 1.4	Lump Sum	\$170,000.00
Task 1.5	Lump Sum	\$95,000.00
SUB-TOTAL (Tasks 0, 1.1, 1.2, 1.3, 1.4 & 1.5):		\$685,000.00

TASK 2: BIDDING:

Since the extent of Bidding Assistance is unknown at this time, we propose to provide these services on an hourly basis.

Hourly Allowance (N.T.E.) \$10,000.00

TASK 3: CONSTRUCTION SUPPORT:

Since the extent of Construction Support is unknown at this time, we propose to provide these services on an hourly basis.

Hourly Allowance (N.T.E.) \$100,000.00

SUB-TOTAL (Tasks 1, 2 & 3): \$795,000.00

TASK 4: ADDITIONAL SERVICES:

Hourly Allowance (N.T.E.) \$50,000.00

REIMBURSABLE EXPENSES:

Reimbursable expenses including travel, express mail/courier services, and reproduction costs (Based upon the total number of plans & specifications required by NHPA) shall be billed at Desman's direct cost or at direct cost plus 10% administrative fee as stipulated.

Total compensation for reimbursable expenses shall not exceed the amount specified without prior written authorization from NHPA.

Allowance \$10,000.00

TOTAL (Tasks 1 – 4, inclusive of reimbursable expenses): \$855,000.00

The specified lump sum fee does not include any of the following:

- Specialized field and laboratory testing except as noted,
- Hazardous materials testing, mitigation design and removal
- Permits or fees of any kind
- Preparation of public filings or permits
- Construction management, such as the day-to-day oversight of the operations of the contractor

PROJECT SCHEDULE:

Based upon the services outlined, **DESMAN** shall complete each task within the time specified below:

- A. All services provided under Tasks 0 & 1 shall be completed to permit bidding of the project by late Spring 2024. The design schedule assumes approval of this Agreement by no later than August 15, 2023. Design schedule is inclusive of reasonable design review of each progress submission (approximately 14 calendar days) by NHPA.
- B. All services provided under Tasks 2, 3 & 4 shall be carried out in conjunction with the construction contract.

In closing, **DESMAN** appreciates this opportunity of being considered for these consulting services. We trust that this proposal, as presented, is responsive to the specific requirements of the New Haven Parking Authority and the needs of this project.

Provided the proposal is acceptable, please provide appropriate written authorization so that we may proceed.

Sincerely,

DESMAN
Design Management

Kenneth Sugarman
Senior Associate

KDS:ks

Cc: James Staniewicz, NHPA

DRAFT

Union Station - Enabling Project Phase 1
 NHPA Project #23-051
 Hourly Break-down & Summary

Task/Monthly Rate		DESMAN		SVIGALS+PARTNERS			Shree/Peterson Associates					TOTAL	Proposed TOTAL										
		Principal	Project Manager	Principal	Project Architect	Designer Level 1	Principal	Eng/VP/AC	Eng/PP	Eng/FP	Eng/Disc												
Task 0: Scheduling & Modeling	Allowance																						
Task 1.1 Group 1 (A1, F1)	Lump Sum	4	\$1,160.00	80	\$17,600.00	22.5	\$6,375.00	257	\$41,040.00	569.5	\$66,850.00	16.0	\$3,256.00	31.0	\$4,314.00	24.0	\$3,288.00	25.0	\$3,415.00	35.0	\$4,795.00	\$141,113.00	\$149,000.00
Task 1.2 Group 2 (A2, F3, F5)	Lump Sum	4	\$1,160.00	80	\$17,600.00	20.0	\$4,600.00	186	\$32,760.00	421.5	\$42,350.00	12.0	\$2,472.00	30.0	\$30,850.00	60.0	\$8,200.00	40.0	\$6,450.00	42.0	\$6,434.00	\$131,095.00	\$139,000.00
Task 1.3 Group 3 (B1, B2)	Lump Sum	4	\$1,160.00	88	\$19,360.00	17.0	\$3,910.00	196	\$31,280.00	387.0	\$48,700.00	8.0	\$1,648.00	38.0	\$5,206.00	48.0	\$6,576.00	31.0	\$4,384.00	32.0	\$4,314.00	\$116,608.00	\$115,000.00
Task 1.4 Group 4 (A3)	Lump Sum	4	\$1,160.00	60	\$13,200.00	61.0	\$44,030.00	400	\$64,000.00	610.0	\$81,000.00	4.0	\$824.00	34.0	\$4,858.00	28.0	\$3,836.00	28.0	\$3,838.00	34.0	\$5,206.00	\$171,750.00	\$170,000.00
Task 1.5 Group 5 (M.E.P. Upgrades)	Lump Sum	4	\$1,160.00	48	\$10,560.00							16.0	\$3,256.00	232.0	\$31,788.00	52.0	\$7,124.00	35.0	\$4,795.00	216.0	\$30,962.00	\$92,911.00	\$93,000.00
	sub-TOTAL:		\$5,800.00	\$78,370.00	\$17,715.00	\$166,680.00	\$199,000.00	\$19,776.00	\$56,992.00	\$29,044.00	\$21,920.00	\$53,841.00									\$ 693,488.00	\$685,000.00	
Task 2: Bidding	Allowance																				\$ 10,000.00	\$ 10,000.00	
Task 3: Construction Administration	Allowance																				\$ 100,000.00	\$ 100,000.00	
	sub-TOTAL:																				\$ 803,488.00	\$ 795,000.00	
Additional Services (as needed)	Allowance																				\$ 50,000.00	\$ 50,000.00	
Reimbursable Expenses (as needed)	Allowance																				\$ 10,000.00	\$ 10,000.00	
	TOTAL:																				\$ 863,488.00	\$ 855,000.00	

2023 CORPORATE HOURLY RATES

The current rates listed herein are subject to adjustment in accordance with the normal salary review practices of DESMAN. Our current hourly rates for 2023 are as listed below:

<u>EMPLOYEE CLASSIFICATION</u>	<u>HOURLY RATE</u>
Principal	\$290.00
Project Manager	\$220.00
Senior Engineer/Planner/Architect	\$210.00
Engineer/Planner/Architect	\$190.00
Designer/Revit	\$170.00
Draftsperson/CADD Operator	\$135.00
Technician	\$130.00
Data Collector	\$110.00
Clerical	\$100.00
Attendance at Hearings/After-Hour Presentations	\$400.00
Expert Witness	\$450.00
Litigation-Related Consulting	\$350.00

Note: Rates effective through December 31, 2023

HOURLY RATE SCHEDULE

January 2023

Principal	\$230 per hour
Senior Technical/Planner/Lab Planner	\$180 per hour
Sr. Project Manager	\$180 per hour
Project Manager	\$160 per hour
Project Architect	\$160 per hour
Project Designer Level 3	\$140 per hour
Project Designer Level 2	\$125 per hour
Project Designer Level 1	\$100 per hour
Administration & Clerical	\$ 90 per hour

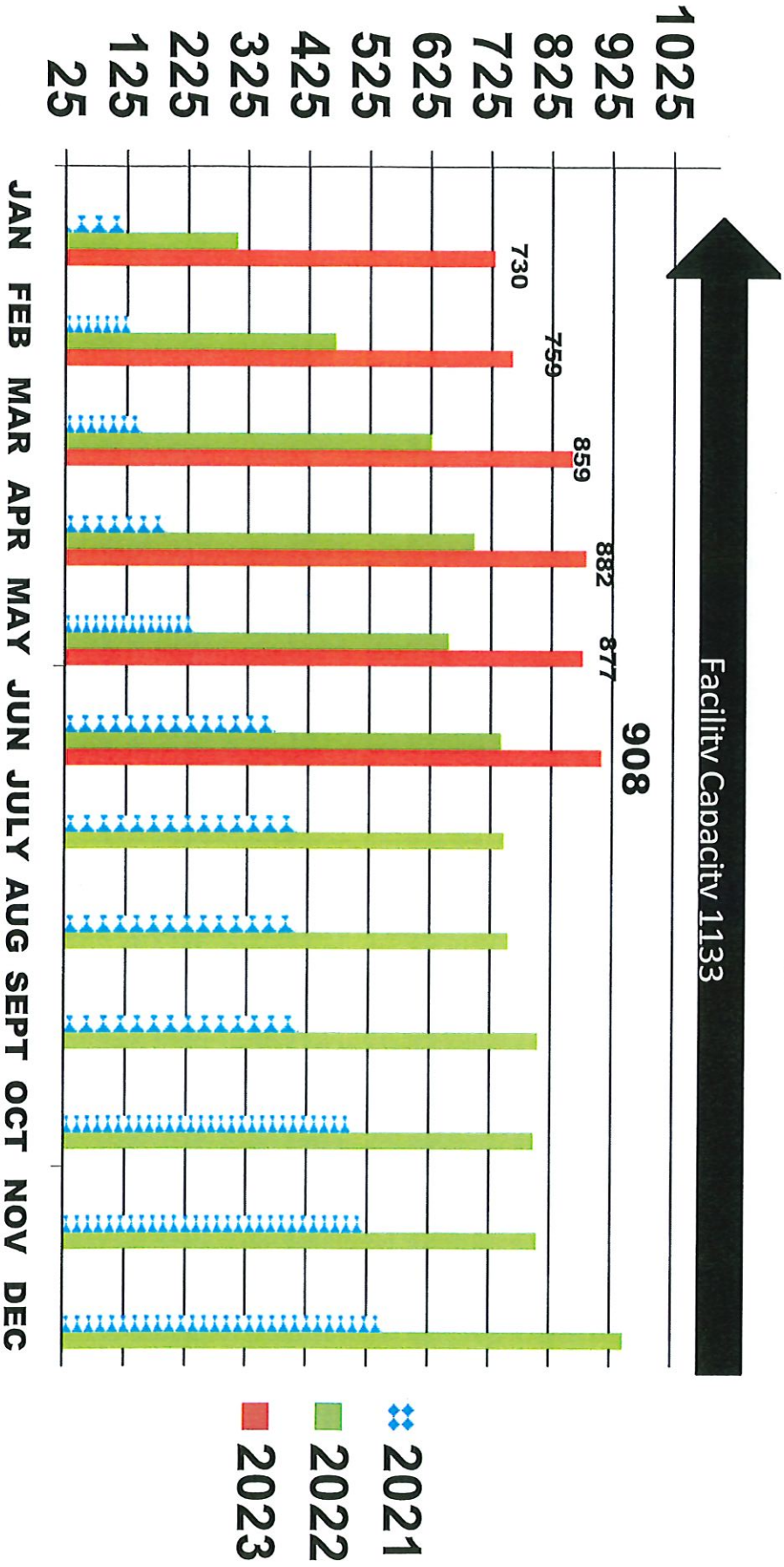


STANDARD HOURLY RATES

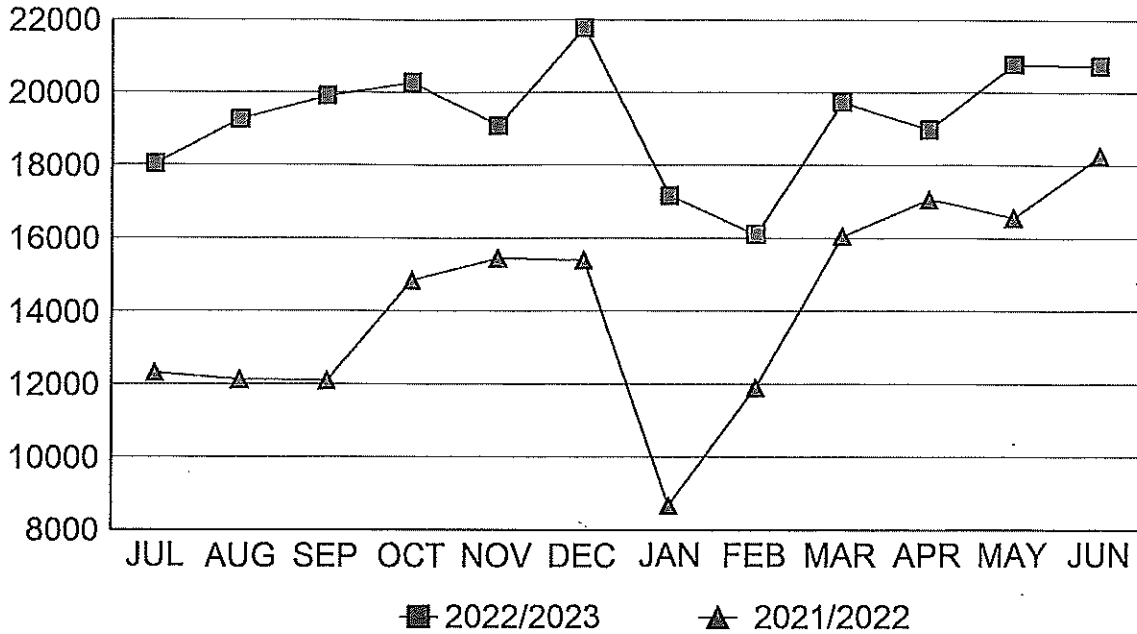
2023

<u>Personnel</u>	<u>Hourly Rate</u>
Principal/Project Manager	\$206
Principal/Project Architect	\$191
Architect	\$153
Architectural Designer	\$128
Architectural Draftsperson	\$103
Principal M/E Engineer	\$206
Sr. Project Engineer/Manager	\$179
Project Engineer	\$137
Engineering Designer	\$123
Interior Designer	\$118
Construction Administrator/Building Official	\$133
Specification Writer	\$128
Administration	\$89

Average Occupancy Statistics Union Station Garage Facility Capacity 1133 Comparison of 2021 through 2023



UNION STATION GARAGE TOTAL CARS PARKED



FY	TOTAL CARS PARKED								
	Weekdays		COMPARISON BY MONTH				CUMULATIVE COMPARISON		
	2022/ 2023	2021/ 2022	2022/2023	% CHANGE BY MONTH	2021/2022	% CHANGE BY YEAR	2022/2023	2021/2022	% CHANGE
JUL	22	22	18,034	-1%	12,324	46%	18,034	12,324	46%
AUG	23	22	19,266	7%	12,131	59%	37,300	24,455	53%
SEP	22	22	19,907	3%	12,103	64%	57,207	36,558	56%
OCT	21	21	20,289	2%	14,847	37%	77,496	51,405	51%
NOV	22	22	19,101	-6%	15,457	24%	96,597	66,862	44%
DEC	22	23	21,782	14%	15,412	41%	118,379	82,274	44%
JAN	22	21	17,176	-21%	8,681	98%	135,555	90,955	49%
FEB	20	20	16,105	-6%	11,906	35%	151,660	102,861	47%
MAR	23	23	19,735	23%	16,057	23%	171,395	118,918	44%
APR	20	21	18,987	-4%	17,075	11%	190,382	135,993	40%
MAY	23	22	20,783	9%	16,576	25%	211,165	152,569	38%
JUN	22	22	20,742	-0%	18,285	13%	231,907	170,854	36%
Total	262	261							

UNION STATION GARAGE

TOTAL TICKETS ISSUED									
FY	Weekdays		COMPARISON BY MONTH				CUMULATIVE COMPARISON		
	2022/ 2023	2021/ 2022	2022/2023	% CHANGE BY MONTH	2021/2022	% CHANGE BY YEAR	2022/2023	2021/2022	% CHANGE
JUL	22	22	13,618	-1%	8,757	56%	13,618	8,757	56%
AUG	23	22	14,525	7%	8,496	71%	28,143	17,253	63%
SEP	22	22	15,161	4%	8,278	83%	43,304	25,531	70%
OCT	21	21	15,634	3%	10,683	46%	58,938	36,214	63%
NOV	22	22	15,686	0%	11,417	37%	74,624	47,631	57%
DEC	22	23	18,506	18%	11,485	61%	93,130	59,116	58%
JAN	22	21	13,558	-27%	5,003	171%	106,688	64,119	66%
FEB	20	20	12,719	-6%	7,957	60%	119,407	72,076	66%
MAR	23	23	16,076	26%	11,324	42%	135,483	83,400	62%
APR	20	21	15,778	-2%	12,867	23%	151,261	96,267	57%
MAY	23	22	16,976	8%	12,204	39%	168,237	108,471	55%
JUN	22	22	17,262	2%	13,815	25%	185,499	122,286	52%
Total	262	261							

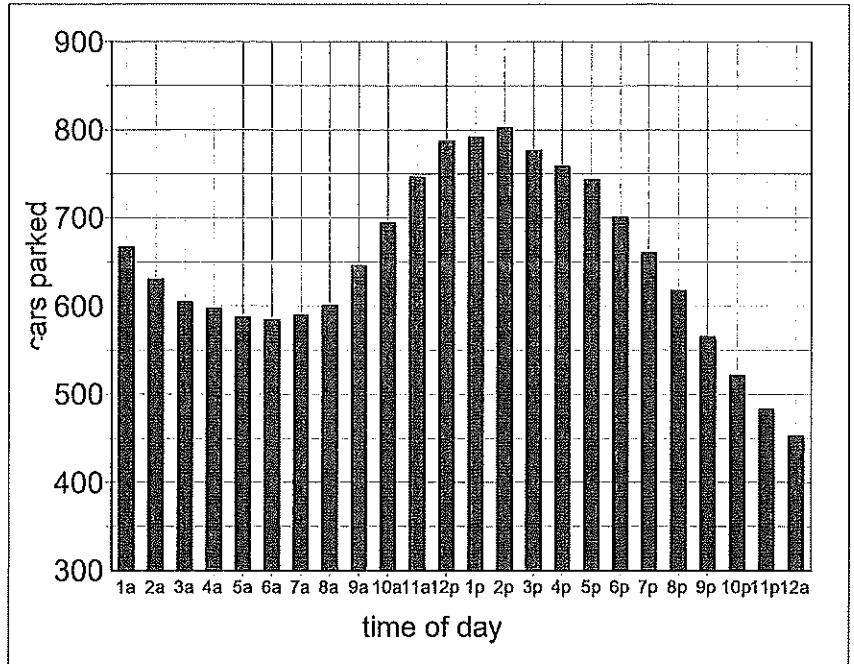
TOTAL KEYCARDS ENTERED									
FY	Weekdays		COMPARISON BY MONTH				CUMULATIVE COMPARISON		
	2022/ 2023	2021/ 2022	2022/2023	% CHANGE BY MONTH	2021/2022	% CHANGE BY YEAR	2022/2023	2021/2022	% CHANGE
JUL	22	22	4,416	-1%	3,567	24%	4,416	3,567	24%
AUG	23	22	4,741	7%	3,635	30%	9,157	7,202	27%
SEP	22	22	4,746	0%	3,825	24%	13,903	11,027	26%
OCT	21	21	4,655	-2%	4,164	12%	18,558	15,191	22%
NOV	22	22	3,415	-27%	4,040	-15%	21,973	19,231	14%
DEC	22	23	3,276	-4%	3,927	-17%	25,249	23,158	9%
JAN	22	21	3,618	10%	3,678	-2%	28,867	26,836	8%
FEB	20	20	3,386	-6%	3,949	-14%	32,253	30,785	5%
MAR	23	23	3,659	8%	4,733	-23%	35,912	35,518	1%
APR	20	21	3,209	-12%	4,208	-24%	39,121	39,726	-2%
MAY	23	22	3,807	19%	4,372	-13%	42,928	44,098	-3%
JUN	22	22	3,480	-9%	4,470	-22%	46,408	48,568	-4%
Total	262	261							

note: adjusted keycard entries for PNH vehicles starting November 2022

June 18, 2023
Sunday

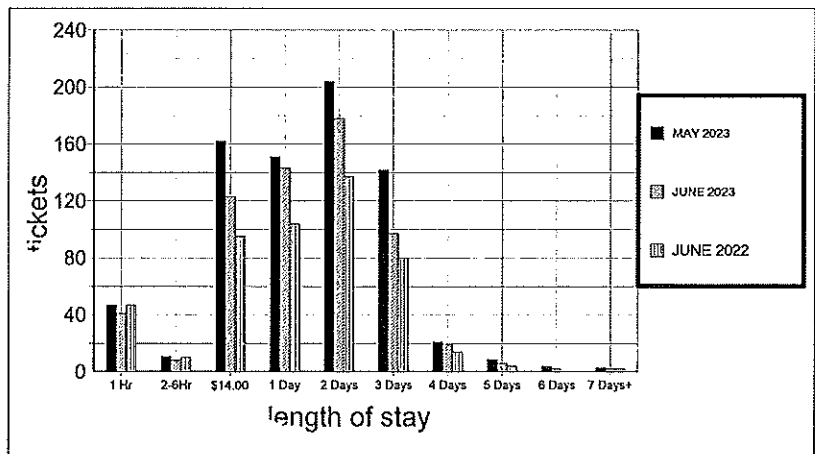
Time of Day	Tickets	Keycards	Total
00:00-1:00a	589	78	667
1:00-2:00a	555	76	631
2:00-3:00a	531	74	605
3:00-4:00a	525	73	598
4:00-5:00a	515	73	588
5:00-6:00a	512	73	585
6:00-7:00a	515	75	590
7:00-8:00a	524	77	601
8:00-9:00a	564	82	646
9:00-10:00a	613	82	695
10:00-11:00a	662	85	747
11:00-12:00p	701	87	788
12:00-1:00p	706	86	792
1:00-2:00p	719	84	803
2:00-3:00p	694	83	777
3:00-4:00p	677	82	759
4:00-5:00p	660	84	744
5:00-6:00p	616	85	701
6:00-7:00p	575	86	661
7:00-8:00p	533	85	618
8:00-9:00p	481	85	566
9:00-10:00p	437	85	522
10:00-11:00p	399	84	483
11:00-12:00a	368	85	453

UNION STATION GARAGE OCCUPANCY REPORT



1133 Available Spaces

Sunday	MAY 2023	JUNE 2023	JUNE 2022
Length of Stay	# of Tickets	# of Tickets	# of Tickets
1 Hr \$2.00	47	41	47
2Hrs - 6 Hrs	11	8	10
\$14.00 Max	162	123	95
1 Day \$16 - \$18.	151	143	104
2 Days \$20 - \$36	204	178	137
3 Days \$38 - \$54	142	97	80
4 Days \$56 - \$72	21	19	14
5 Days \$74 - \$90	9	6	4
6 Days \$92 - \$108	4	2	0
>7 Days > \$110	3	2	2
Total	754	619	493
Avg Ticket =	\$27.87	\$26.99	\$26.14
Revenue	\$21,014.00	\$16,706.00	\$12,886.00

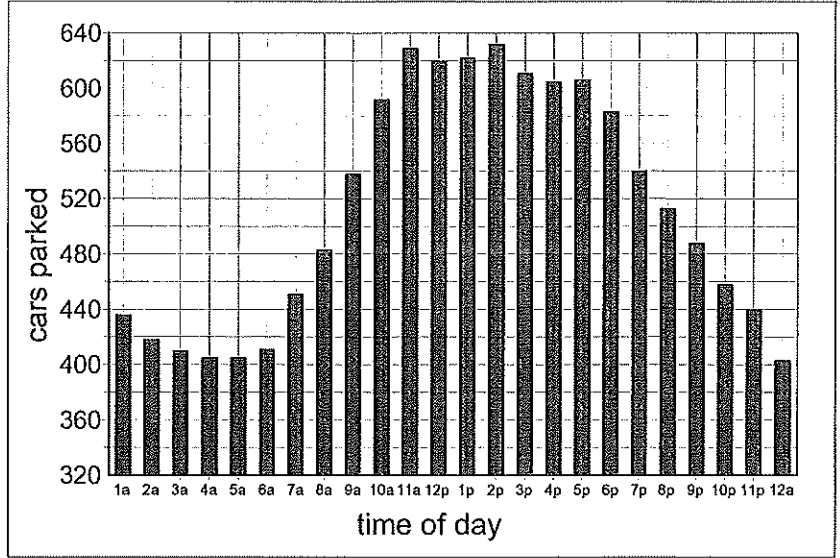


Length of Stay	JUNE 2023	JUNE 2023
# of Tickets	% of Total	
1 Hr \$2.00	41	0.07
2Hrs - 6 Hrs	8	0.01
\$14.00 Max	123	0.20
1 Day \$16 - \$18.	143	0.23
2 Days \$20 - \$36	178	0.29
3 Days \$38 - \$54	97	0.16
4 Days \$56 - \$72	19	0.03
5 Days \$74 - \$90	6	0.01
6 Days \$92 - \$108	2	0.00
>7 Days > \$110	2	0.00
Total	619	

UNION STATION GARAGE OCCUPANCY REPORT

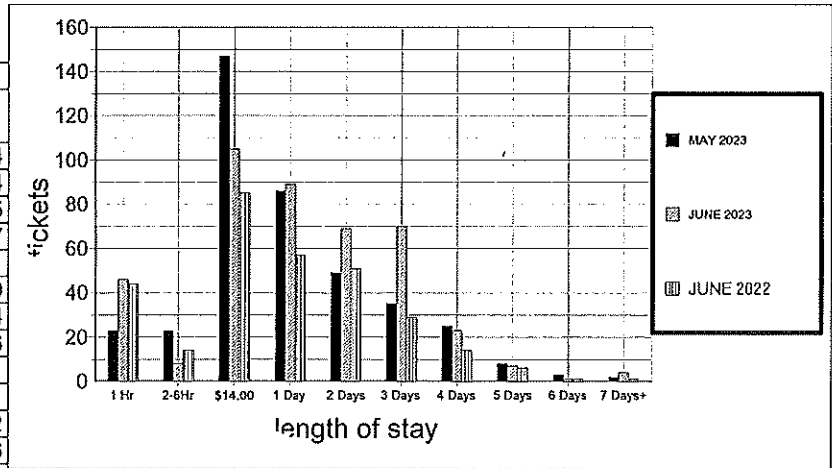
June 19, 2023
Monday

Time of Day	Tickets	Keycards	Total
00:00-1:00a	343	93	436
1:00-2:00a	337	81	418
2:00-3:00a	329	81	410
3:00-4:00a	325	80	405
4:00-5:00a	321	84	405
5:00-6:00a	324	87	411
6:00-7:00a	345	106	451
7:00-8:00a	371	112	483
8:00-9:00a	418	120	538
9:00-10:00a	468	124	592
10:00-11:00a	507	122	629
11:00-12:00p	498	122	620
12:00-1:00p	500	122	622
1:00-2:00p	509	123	632
2:00-3:00p	493	118	611
3:00-4:00p	491	114	605
4:00-5:00p	488	118	606
5:00-6:00p	472	111	583
6:00-7:00p	439	101	540
7:00-8:00p	417	96	513
8:00-9:00p	390	98	488
9:00-10:00p	355	103	458
10:00-11:00p	338	102	440
11:00-12:00a	304	99	403



1133 Available Spaces

Monday	MAY 2023	JUNE 2023	JUNE 2022
Length of Stay	# of Tickets	# of Tickets	# of Tickets
1 Hr \$2.00	23	46	44
2Hrs - 6 Hrs	23	8	14
\$14.00 Max	147	105	85
1 Day \$16 - \$18.	86	89	57
2 Days \$20 - \$36	49	69	51
3 Days \$38 - \$54	35	70	29
4 Days \$56 - \$72	25	23	14
5 Days \$74 - \$90	8	7	6
6 Days \$92 - \$108	3	1	1
>7 Days > \$110	2	4	1
Total	401	422	302
Avg Ticket =	\$25.28	\$27.36	\$23.36
Revenue	\$10,140.00	\$11,544.00	\$7,054.00

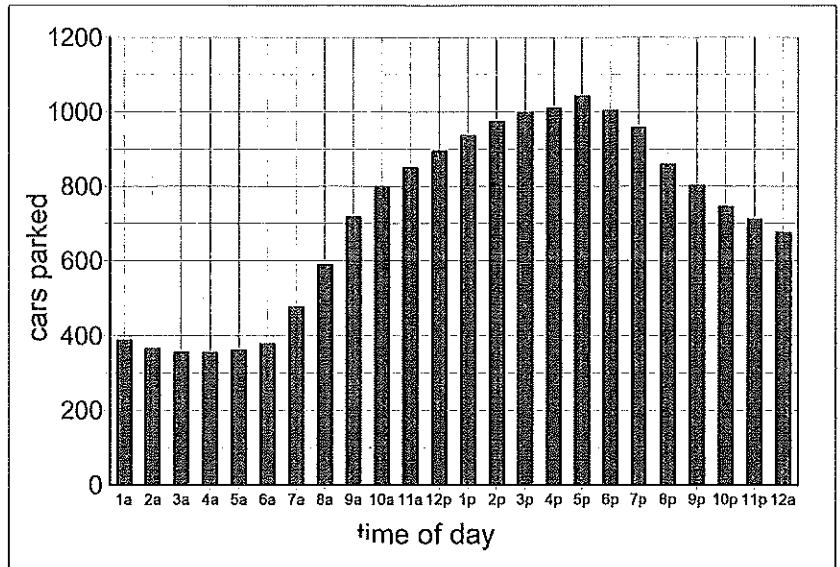


	JUNE 2023	JUNE 2023
Length of Stay	# of Tickets	% of Total
1 Hr \$2.00	46	0.11
2Hrs - 6 Hrs	8	0.02
\$14.00 Max	105	0.25
1 Day \$16 - \$18.	89	0.21
2 Days \$20 - \$36	69	0.16
3 Days \$38 - \$54	70	0.17
4 Days \$56 - \$72	23	0.05
5 Days \$74 - \$90	7	0.02
6 Days \$92 - \$108	1	0.00
>7 Days > \$110	4	0.01
Total	422	

UNION STATION GARAGE OCCUPANCY REPORT

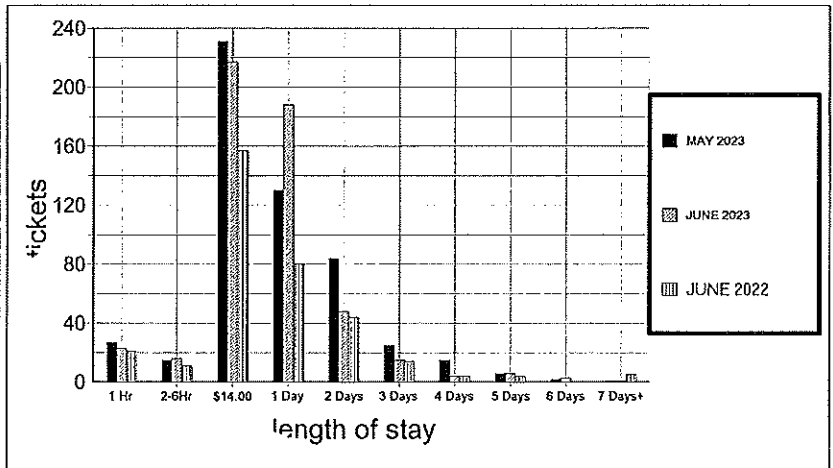
June 20, 2023
Tuesday

Time of Day	Tickets	Keycards	Total
00:00-1:00a	291	97	388
1:00-2:00a	272	94	366
2:00-3:00a	263	93	356
3:00-4:00a	261	94	355
4:00-5:00a	261	101	362
5:00-6:00a	268	111	379
6:00-7:00a	334	144	478
7:00-8:00a	428	162	590
8:00-9:00a	523	196	719
9:00-10:00a	603	198	801
10:00-11:00a	650	201	851
11:00-12:00p	694	203	897
12:00-1:00p	733	205	938
1:00-2:00p	761	215	976
2:00-3:00p	782	218	1000
3:00-4:00p	805	206	1011
4:00-5:00p	837	206	1043
5:00-6:00p	810	194	1004
6:00-7:00p	781	178	959
7:00-8:00p	705	155	860
8:00-9:00p	657	147	804
9:00-10:00p	606	141	747
10:00-11:00p	574	139	713
11:00-12:00a	542	135	677



1133 Available Spaces

Tuesday	MAY 2023	JUNE 2023	JUNE 2022
Length of Stay	# of Tickets	# of Tickets	# of Tickets
1 Hr \$2.00	27	23	21
2Hrs - 6 Hrs	15	16	11
\$14.00 Max	231	217	157
1 Day \$16 - \$18.	130	188	80
2 Days \$20 - \$36	84	48	44
3 Days \$38 - \$54	25	15	14
4 Days \$56 - \$72	15	4	4
5 Days \$74 - \$90	6	6	4
6 Days \$92 - \$108	2	3	0
>7 Days > \$110	1	1	5
Total	536	521	340
Avg Ticket =	\$21.38	\$18.80	\$20.71
Revenue	\$11,462.00	\$9,798.00	\$7,042.00

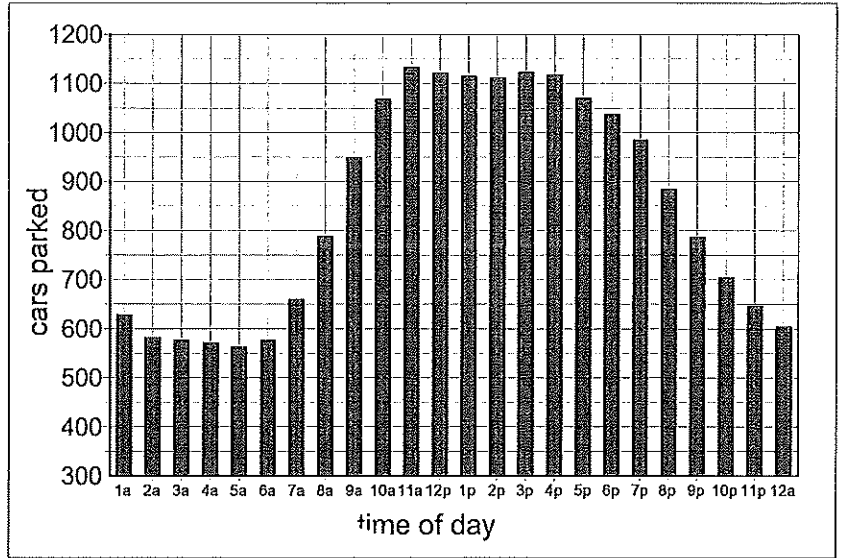


	JUNE 2023	JUNE 2023
Length of Stay	# of Tickets	% of Total
1 Hr \$2.00	23	0.04
2Hrs - 6 Hrs	16	0.03
\$14.00 Max	217	0.42
1 Day \$16 - \$18.	188	0.36
2 Days \$20 - \$36	48	0.09
3 Days \$38 - \$54	15	0.03
4 Days \$56 - \$72	4	0.01
5 Days \$74 - \$90	6	0.01
6 Days \$92 - \$108	3	0.01
>7 Days > \$110	1	0.00
Total	521	

UNION STATION GARAGE OCCUPANCY REPORT

June 21, 2023
Wednesday

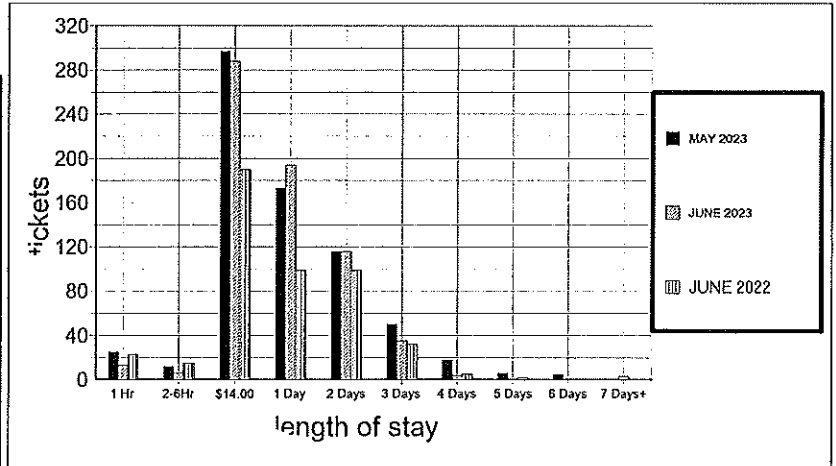
Time of Day	Tickets	Keycards	Total
00:00-1:00a	495	133	628
1:00-2:00a	454	128	582
2:00-3:00a	449	128	577
3:00-4:00a	446	126	572
4:00-5:00a	430	133	563
5:00-6:00a	435	142	577
6:00-7:00a	488	172	660
7:00-8:00a	602	187	789
8:00-9:00a	732	218	950
9:00-10:00a	845	223	1068
10:00-11:00a	908	225	1133
11:00-12:00p	897	225	1122
12:00-1:00p	885	230	1115
1:00-2:00p	881	231	1112
2:00-3:00p	894	229	1123
3:00-4:00p	900	218	1118
4:00-5:00p	860	211	1071
5:00-6:00p	838	200	1038
6:00-7:00p	796	189	985
7:00-8:00p	721	164	885
8:00-9:00p	633	154	787
9:00-10:00p	561	143	704
10:00-11:00p	510	137	647
11:00-12:00a	471	134	605



1133 Available Spaces

Wednesday	MAY 2023	JUNE 2023	JUNE 2022
Length of Stay	# of Tickets	# of Tickets	# of Tickets
1 Hr \$2.00	25	13	23
2Hrs - 6 Hrs	12	6	15
\$14.00 Max	297	288	190
1 Day \$16 - \$18.	173	194	99
2 Days \$20 - \$36	116	116	99
3 Days \$38 - \$54	50	35	32
4 Days \$56 - \$72	18	4	5
5 Days \$74 - \$90	6	0	2
6 Days \$92 - \$108	5	1	1
>7 Days > \$110	1	3	0
Total	703	660	466
Avg Ticket =	\$22.34	\$20.47	\$20.79
Revenue	\$15,708.00	\$13,510.00	\$9,686.00

Transient Length of Stay

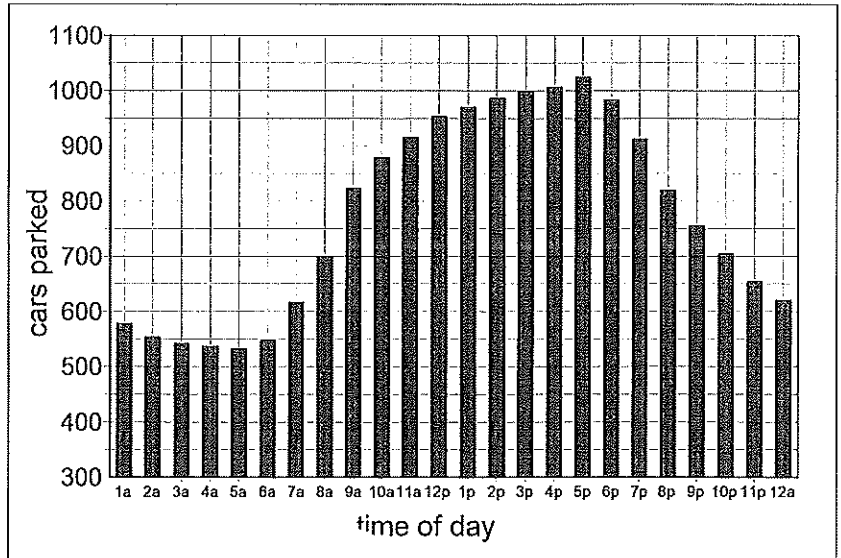


	JUNE 2023	JUNE 2023
Length of Stay	# of Tickets	% of Total
1 Hr \$2.00	13	0.02
2Hrs - 6 Hrs	6	0.01
\$14.00 Max	288	0.44
1 Day \$16 - \$18.	194	0.29
2 Days \$20 - \$36	116	0.18
3 Days \$38 - \$54	35	0.05
4 Days \$56 - \$72	4	0.01
5 Days \$74 - \$90	0	0.00
6 Days \$92 - \$108	1	0.00
>7 Days > \$110	3	0.00
Total	660	

UNION STATION GARAGE OCCUPANCY REPORT

June 22, 2023
Thursday

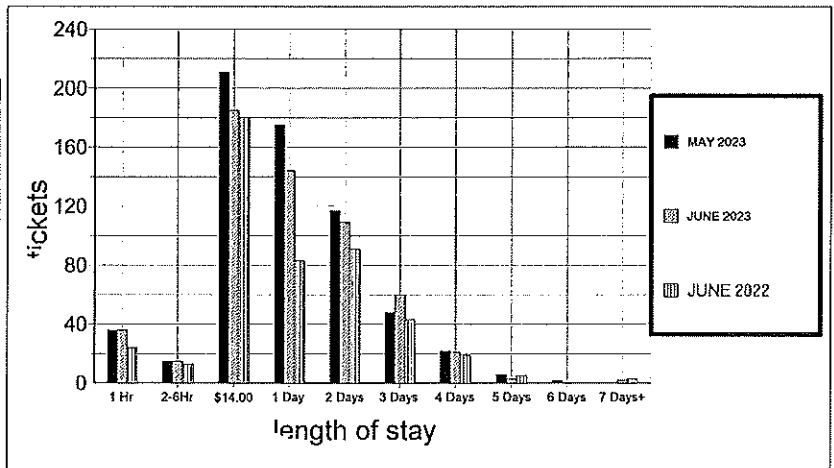
Time of Day	Tickets	Keycards	Total
00:00-1:00a	445	133	578
1:00-2:00a	425	129	554
2:00-3:00a	415	127	542
3:00-4:00a	409	128	537
4:00-5:00a	400	133	533
5:00-6:00a	405	143	548
6:00-7:00a	445	172	617
7:00-8:00a	515	185	700
8:00-9:00a	607	217	824
9:00-10:00a	658	221	879
10:00-11:00a	695	221	916
11:00-12:00p	733	221	954
12:00-1:00p	745	226	971
1:00-2:00p	768	219	987
2:00-3:00p	781	218	999
3:00-4:00p	796	211	1007
4:00-5:00p	816	209	1025
5:00-6:00p	787	197	984
6:00-7:00p	749	164	913
7:00-8:00p	680	140	820
8:00-9:00p	631	125	756
9:00-10:00p	592	113	705
10:00-11:00p	550	105	655
11:00-12:00a	520	101	621



1133 Available Spaces

Thursday	MAY 2023	JUNE 2023	JUNE 2022
Length of Stay	# of Tickets	# of Tickets	# of Tickets
1 Hr \$2.00	36	36	24
2Hrs - 6 Hrs	15	15	13
\$14.00 Max	211	185	180
1 Day \$16 - \$18.	175	144	83
2 Days \$20 - \$36	117	109	91
3 Days \$38 - \$54	48	60	43
4 Days \$56 - \$72	22	21	19
5 Days \$74 - \$90	6	3	5
6 Days \$92 - \$108	2	0	0
>7 Days > \$110	0	2	3
Total	632	575	461
Avg Ticket =	\$22.56	\$23.59	\$24.56
Revenue	\$14,262.00	\$13,564.00	\$11,324.00

Transient Length of Stay

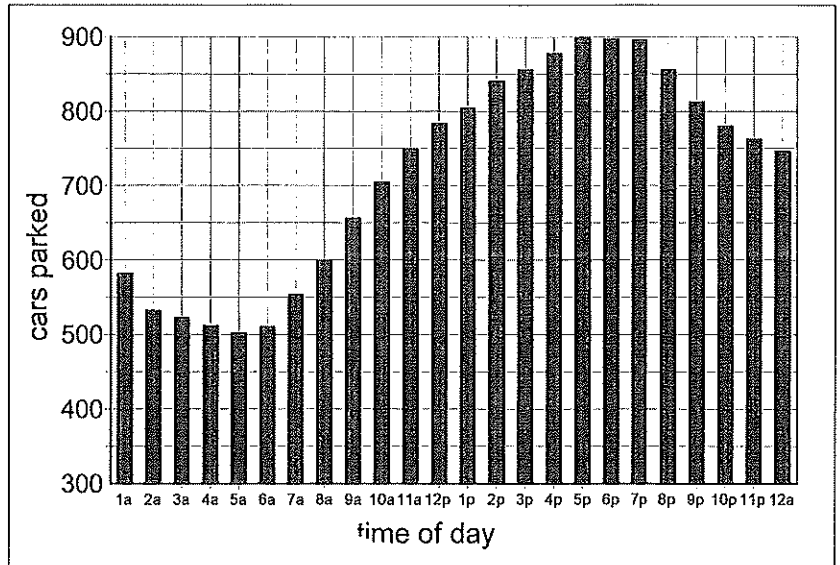


	JUNE 2023	JUNE 2023
Length of Stay	# of Tickets	% of Total
1 Hr \$2.00	36	0.06
2Hrs - 6 Hrs	15	0.03
\$14.00 Max	185	0.32
1 Day \$16 - \$18.	144	0.25
2 Days \$20 - \$36	109	0.19
3 Days \$38 - \$54	60	0.10
4 Days \$56 - \$72	21	0.04
5 Days \$74 - \$90	3	0.01
6 Days \$92 - \$108	0	0.00
>7 Days > \$110	2	0.00
Total	575	

UNION STATION GARAGE OCCUPANCY REPORT

June 23, 2023
Friday

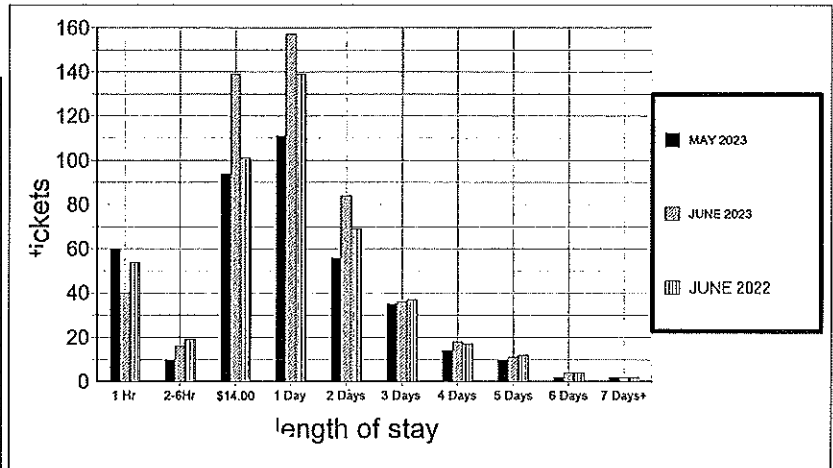
Time of Day	Tickets	Keycards	Total
00:00-1:00a	484	98	582
1:00-2:00a	441	92	533
2:00-3:00a	434	89	523
3:00-4:00a	424	88	512
4:00-5:00a	409	93	502
5:00-6:00a	412	99	511
6:00-7:00a	441	113	554
7:00-8:00a	478	122	600
8:00-9:00a	528	129	657
9:00-10:00a	573	132	705
10:00-11:00a	620	130	750
11:00-12:00p	655	129	784
12:00-1:00p	673	132	805
1:00-2:00p	710	131	841
2:00-3:00p	727	129	856
3:00-4:00p	754	124	878
4:00-5:00p	781	119	900
5:00-6:00p	792	105	897
6:00-7:00p	801	95	896
7:00-8:00p	772	84	856
8:00-9:00p	736	77	813
9:00-10:00p	706	75	781
10:00-11:00p	690	73	763
11:00-12:00a	674	73	747



1133 Available Spaces

Friday	MAY 2023	JUNE 2023	JUNE 2022
Length of Stay	# of Tickets	# of Tickets	# of Tickets
1 Hr \$2.00	60	40	54
2Hrs - 6 Hrs	10	16	19
\$14.00 Max	94	139	101
1 Day \$16 - \$18.	111	157	139
2 Days \$20 - \$36	56	84	69
3 Days \$38 - \$54	35	36	37
4 Days \$56 - \$72	14	18	17
5 Days \$74 - \$90	10	11	12
6 Days \$92 - \$108	2	4	4
>7 Days > \$110	2	2	2
Total	394	507	454
Avg Ticket =	\$22.88	\$23.71	\$24.04
Revenue	\$9,016.00	\$12,022.00	\$10,912.00

Transient Length of Stay

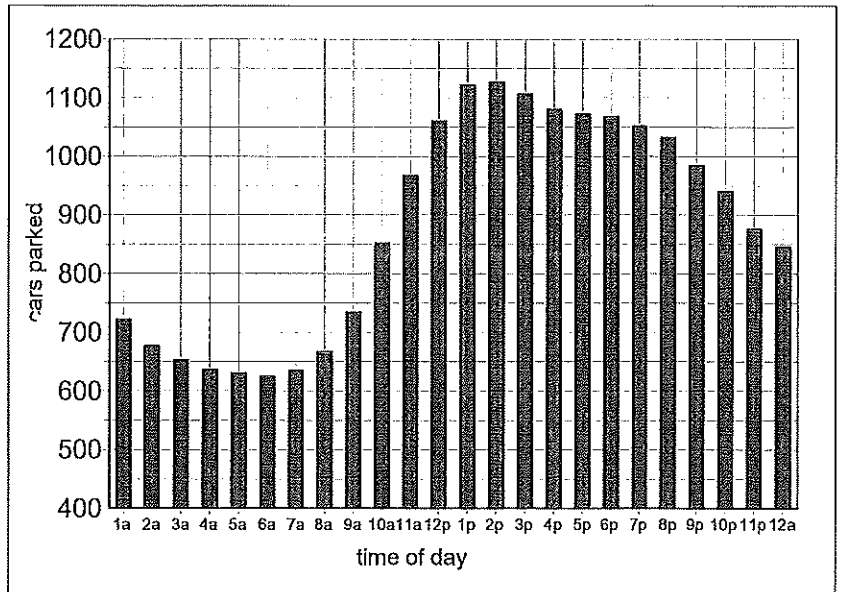


	JUNE 2023	JUNE 2023
Length of Stay	# of Tickets	% of Total
1 Hr \$2.00	40	0.08
2Hrs - 6 Hrs	16	0.03
\$14.00 Max	139	0.27
1 Day \$16 - \$18.	157	0.31
2 Days \$20 - \$36	84	0.17
3 Days \$38 - \$54	36	0.07
4 Days \$56 - \$72	18	0.04
5 Days \$74 - \$90	11	0.02
6 Days \$92 - \$108	4	0.01
>7 Days > \$110	2	0.00
Total	507	

UNION STATION GARAGE OCCUPANCY REPORT

June 24, 2023
Saturday

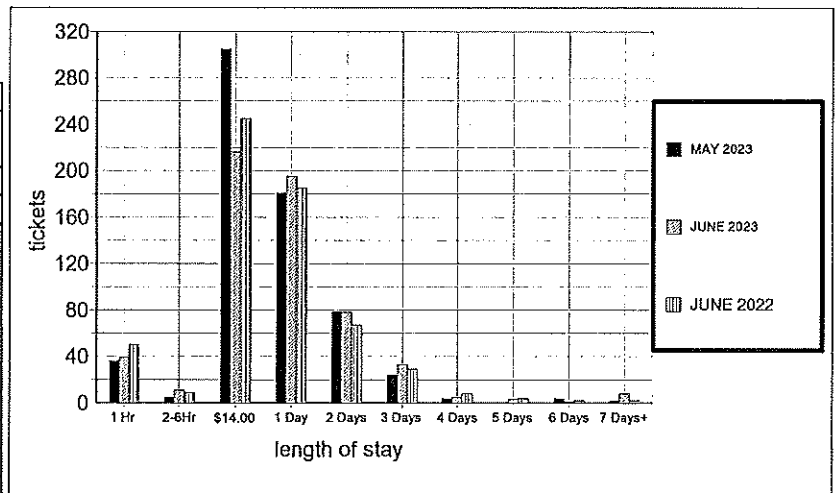
Time of Day	Tickets	Keycards	Total
00:00-1:00a	651	72	723
1:00-2:00a	609	69	678
2:00-3:00a	587	67	654
3:00-4:00a	570	67	637
4:00-5:00a	563	68	631
5:00-6:00a	557	69	626
6:00-7:00a	564	72	636
7:00-8:00a	595	73	668
8:00-9:00a	655	80	735
9:00-10:00a	775	78	853
10:00-11:00a	890	78	968
11:00-12:00p	983	78	1061
12:00-1:00p	1043	80	1123
1:00-2:00p	1047	80	1127
2:00-3:00p	1030	77	1107
3:00-4:00p	1010	71	1081
4:00-5:00p	1003	70	1073
5:00-6:00p	1003	66	1069
6:00-7:00p	987	66	1053
7:00-8:00p	968	65	1033
8:00-9:00p	923	62	985
9:00-10:00p	879	62	941
10:00-11:00p	818	59	877
11:00-12:00a	785	61	846



1133 Available Spaces

Saturday	MAY 2023	JUNE 2023	JUNE 2022
Length of Stay	# of Tickets	# of Tickets	# of Tickets
1 Hr \$2.00	36	39	50
2Hrs - 6 Hrs	5	11	9
\$14.00 Max	305	216	245
1 Day \$16 - \$18.	181	195	185
2 Days \$20 - \$36	79	78	67
3 Days \$38 - \$54	24	33	29
4 Days \$56 - \$72	4	5	8
5 Days \$74 - \$90	0	3	4
6 Days \$92 - \$108	4	1	2
>7 Days > \$110	2	8	2
Total	640	589	601
Avg Ticket =	\$18.71	\$21.36	\$19.44
Revenue	\$11,978.00	\$12,582.00	\$11,682.00

Transient Length of Stay



	JUNE 2023	JUNE 2023
Length of Stay	# of Tickets	% of Total
1 Hr \$2.00	39	0.07
2Hrs - 6 Hrs	11	0.02
\$14.00 Max	216	0.37
1 Day \$16 - \$18.	195	0.33
2 Days \$20 - \$36	78	0.13
3 Days \$38 - \$54	33	0.06
4 Days \$56 - \$72	5	0.01
5 Days \$74 - \$90	3	0.01
6 Days \$92 - \$108	1	0.00
>7 Days > \$110	8	0.01
Total	589	

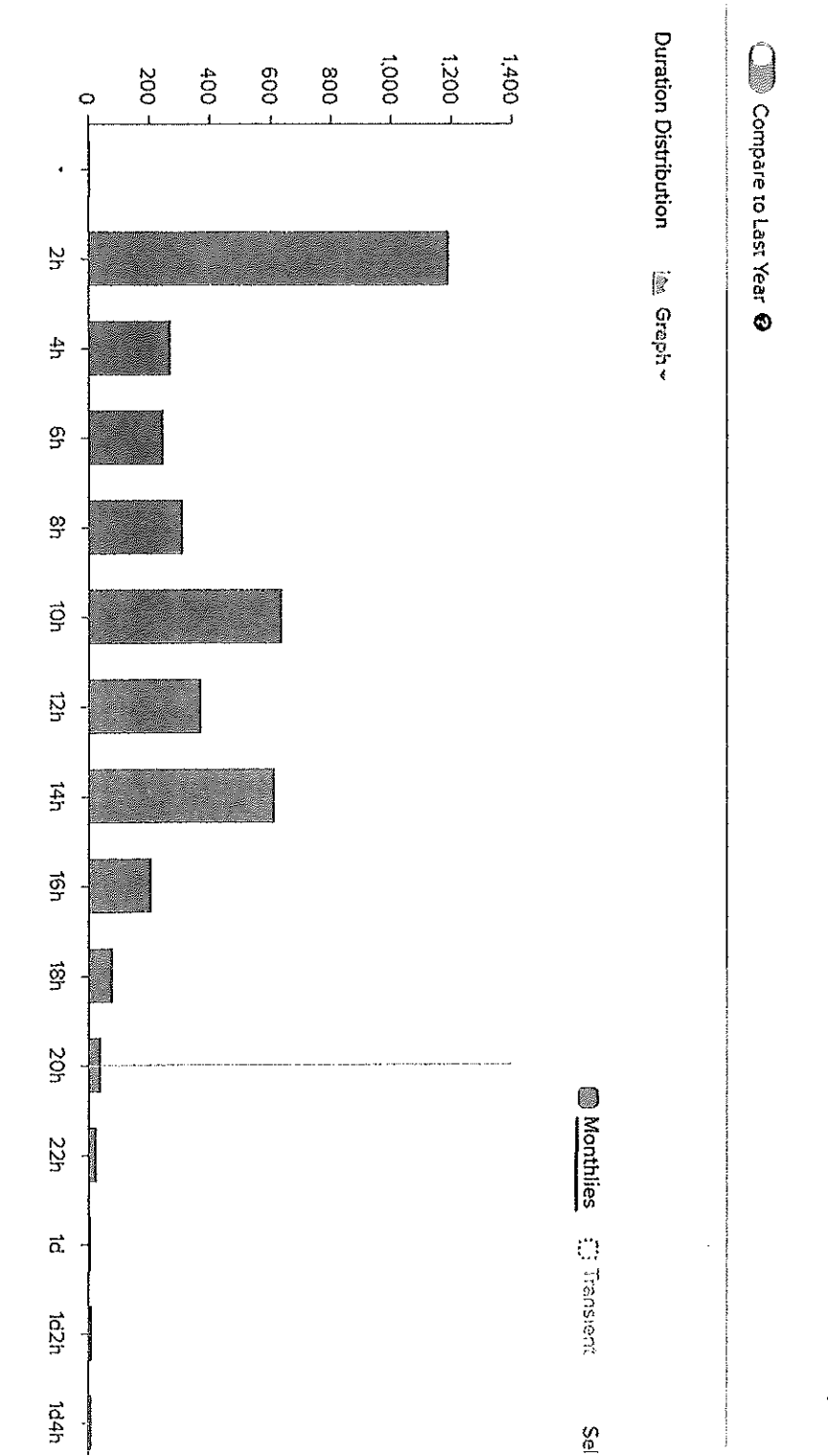
- OVERVIEW
- OCCUPANCY
- REVENUE
- DURATION
- OVERSELL
- ONLINE RATE SURVEY
- BUDGETS
- % BENCHMARK

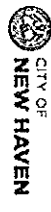
Duration

Show duration distribution Every 2 Hours on All Days entering at All Hours

for Jun 1, 2023 - Jun 30, 2023 broken down by User Type

Compare to Last Year





New Haven Parking Authority - Union Station Garage

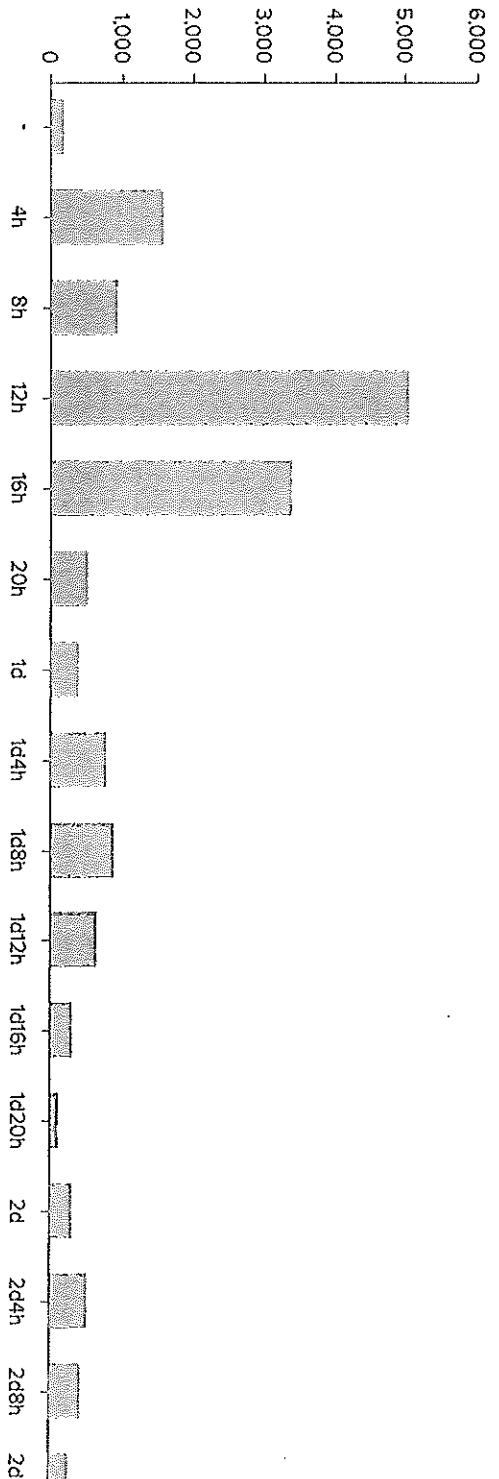
- [OVERVIEW](#)
- [OCCUPANCY](#)
- [REVENUE](#)
- [DURATION](#)**
- [OVERSELL](#)
- [ONLINE RATE SURVEY](#)
- [BUDGETS](#)
- [% BENCHMARK](#)

Duration

Show duration distribution Every 4 Hours on All Days entering at All Hours
 for Jun 1, 2023 - Jun 30, 2023 broken down by User Type

Compare to Last Year

Duration Distribution [Graph](#)



[Hourly](#) | [Transient](#) | [Select All](#)

INCIDENTS – Union Station Building and Garage – June 2023

DATE & TIME	TYPE	DESCRIPTION	POLICE CALLED	MEDICAL ASSISTANCE REQUIRED
		LOCATION:		
6.2.23 4am	Miscellaneous other	<u>USB – Front Traffic Circle</u> An unhoused subject complained that another unhoused male (John Pendleton – Tattoo Fact) stole his debit card while sleeping and withdrew money without permission. NHPD Officer Vega is investigating as John indicated that the other male asked him to go to the ATM for him.	Yes NHPD	
6.2.23 930pm	Trip and Fall	<u>USB Main Concourse – by Union News</u> An unhoused male fell to the ground in front of Union News and was subsequently transported to the hospital for treatment. No visible trip hazards.	Yes CSP	Yes
6.4.23 245am	Medical	<u>USB Main Concourse – Lobby</u> An unhoused female complained of chest pains. EMS responded and transported her to ER.		Yes
6.4.23 334am	Disorderly Conduct	<u>USB Main Concourse – Lobby</u> Two unhoused males engaged in a verbal dispute which led to a physical confrontation. They were separated and NHPD responded. No arrests or injuries.	Yes NHPD	
6.5.23 735am	Medical	<u>USB Main Concourse – Restrooms</u> An unhoused male was found sick in the bathroom. EMS responded and transported him to the hospital.		Yes
6.7.23 1am	Disorderly Conduct	<u>USB Main Concourse – Lobby</u> An unruly patron was refusing to leave the station at closing and was involved in a physical altercation with NHPA Maintenance staff. No report of injuries.	Yes MTAPD	
6.7.23 950am	Disorderly Conduct	<u>USB Main Concourse – Near Charging Stations</u> An unhoused male was playing music on a speaker device which was unreasonably loud. He refused to lower the music so MTAPD was asked for assistance. The male left the property when told to by MTAPD.	Yes MTAPD	
6.7.23 4pm	Disorderly Conduct	<u>USB Main Concourse – Lobby</u> An unhoused female known as Tracey Randolph was creating a disturbance in the lobby area yelling at another unhoused subject. Tracey was asked to leave.		
6.7.23 650pm	Disorderly Conduct	<u>USB Main Concourse – Restrooms</u> Report of an unhoused male known as Thomas Rivers threatening another unhoused subject with a knife. NHPD responded and arrested Thomas charging him with Disorderly Conduct.	Yes NHPD	
6.8.23 12 noon	Misc. Other Code of Conduct Violation	<u>USB Main Concourse – West Entrance</u> An unhoused male known as Robert Moyer was panhandling and asked to leave the property. An officer from CSP assisted with ensuring Robert left the property.	Yes CSP	
6.9.23 110pm	Trip and Fall	<u>USB Main Concourse – by escalators</u> NHPA Custodial staff tripped over a walking cane being used by a visually impaired person. Sustained bruises and pain in both legs but did not seek medical attention and finished her shift.		
See next page				

6.9.23 1020pm	Medical	<u>USB Main Concourse - Restrooms</u> A female patron reported to an Amtrak PD officer that she passed out in the bathroom and fell. EMS responded and transported her to the hospital.	Yes Amtrak PD	Yes
6.12.23 5am	Disorderly Conduct	<u>USB Main Concourse - Lobby</u> Two unhouesd males got into a verbal argument over an EBT Card that supposedly one stole from the other. NHPA security de-escalated the two and neither wanted to file a police report. An MTA Employee called 911 during this incident and NHPD arrived after the situation was resolved.	Yes NHPD	
6.12.23 930am	Disorderly Conduct	<u>USB Main Concourse - Restrooms</u> An unhouesd female known as Janet Montini was seen carrying bleach into the women's bathroom. NHPA Security investigated and found her cleaning her clothes in the stall. She was asked to refrain from doing so and to exit with the bleach as the liquid could be hazardous and she refused. Police assistance was requested to have her leave.	Yes CSP and MTAPD	
6.12.23 330pm	Misc. Other Code of Conduct Violation	<u>USB Main Concourse - Lobby</u> An unhouesd male known as Patrick was repeatedly lying on the benches and would not comply with requests to sit up. He was asked to leave the property for not following the rules.		
6.12.23 840pm	Disorderly Conduct	<u>USB Main Concourse - near Subway</u> Two unhouesd males engaged in a verbal argument that led to a brief physical altercation. PD were requested but the two males left prior to the officer's arrival.	Yes MTAPD	
6.13.23 915am	Misc. Other Code of Conduct	<u>USB Main Concourse - near bathrooms</u> Subject laying down on the benches/non-compliant and asked to leave. Subject refused and MTA assistance requested as an officer was in the building.	Yes MTAPD	
6.13.23 920am	Medical	<u>USB Main Concourse</u> Known subject requested medical attention for dizziness.		Yes
6.13.23 955pm	Disorderly Conduct	<u>USB Main Concourse and Front Traffic Circle</u> A known subject, Tracey Randolph, was creating a disturbance. She was asked to leave the property. CSP Trooper was working in the building and assisted.	Yes CSP	
6.16.23 2pm	Misc. Other Code of Conduct	<u>USB Main Concourse - benches</u> Known subjects Patrick Mosley and Robert Moye were repeatedly laying down on the benches to fall asleep and not complying with requests to sit up. An Amtrak PD Officer, who was in the building, assisted and they both left the property.	Yes Amtrak PD	
6.16.23 3pm	Disorderly Conduct	<u>USB Main Concourse and Front Traffic Circle</u> An unknown male subject walked into the train station with mucous hanging from his nose and on his face yelling and swearing. CSP and Amtrak PD were in the building and assisted with removal.	Yes CSP and Amtrak PD	
6.20.23 1130am	Misc. Other Code of Conduct	<u>USB Main Concourse - Subway and Dunkin Donuts</u> An unidentified male subject was panhandling and disturbing customers at Subway and Dunkin Donuts. He was told to leave as panhandling is a violation of COC.		
6.21.23 940am	Medical	<u>USB Main Concourse</u> A male complained of medical issues and arranged his own transportation to the hospital.		
6.21.23 1pm	Medical	<u>USB Front Traffic Circle</u> A male subject complained of being dizzy and weak and requested medical attention.		Yes

6.21.23 330pm	Misc. Other Code Conduct Violation	<u>USB Front Traffic Circle</u> John Pendleton, a known panhandler was asking customers for money and disturbing them in the front traffic circle. Two Amtrak Police Officers were in the building and assisted with removal from property.	Amtrak PD	
6.21.23 802pm	Trip and Fall	<u>USB Front Traffic Circle</u> A female subject walked out front and fell and hit her head while she was walking near the flagpole. Amtrak PD was in the building and assisted with contacting EMS.	Amtrak PD	Yes
6.22.23 1145am	Medical	<u>USB Main Concourse - Benches by Dunkin Donuts</u> A known male subject, David Zesner, fell off the bench and hit his head on the ground causing it to bleed. He refused medical attention and was given an antibacterial wipe and bandage to clean and dress the wound.		
6.24.23 930pm	Medical	<u>USB Main Concourse - men's bathroom</u> A male subject was located in the men's bathroom sounding as if he was in medical distress. He walked out and left the property refusing medical attention.		
6.25.23 1025pm	Medical	<u>USB Main Concourse</u> A known male subject named David Zesner, complained of difficulty breathing. EMS was requested.		Yes
6.28.23 1000am	Disorderly Conduct	<u>USB Main Concourse and Front Traffic Circle</u> A known subject, Patrick Mosley entered the station yelling and swearing, creating a disturbance. A CSP Trooper assisted and called NHPD as the outburst stemmed from a confrontation with Kenneth Campbell outside of the station. Both Patrick and Kenneth left the property after being requested to do so.	CSP NHPD	
6.29.23 630pm	Disorderly Conduct	<u>USB Main Concourse - by Dunkin Donuts</u> Two known subjects Tracey Randolph and a male named Roger were fighting in the main lobby. 911 was called but police assistance had not arrived so another security team member checked the police offices but was unable to locate anyone in them. A short time later an MTAPD Officer arrived. It was determined that Tracey punched Roger in the head but Roger did not want to press charges. Tracey left the property.	MTAPD	
		<u>LOCATION: UNION STATION GARAGE</u>		
6.1.23 0930am	Miscellaneous other	<u>USG - Level 1 Ramp</u> Vehicle tried to enter the garage and the attached car carrier on the roof was damaged as the height did not comply with the garage restrictions.		
6.5.23 135pm	Miscellaneous other	<u>USG - Level 2</u> Security located a parked vehicle with the door left open. It appeared to be an oversight by the owner.		
6.13.23 830pm	Disorderly Conduct	<u>USG - Walkway between Garage and East Entrance</u> An unhoused male in a wheelchair was yelling and swearing and rolled his chair into a patron walking by. The male was asked to leave the property.		
6.21.23 1020am	Misc. Other Damage to vehicle	<u>USG</u> Patron complained of scratches to their vehicle. Unknown as to how it occurred.		
6.25.23 8pm	Medical	<u>USG by Elevators - main level by walkway</u> Two MTA workers located a male lying on the ground appearing unresponsive. We called 911 for assistance		Yes

		and EMS responded and roused the subject who then left the property.		
6.26.23 110pm	Medical	<u>USG East Parking lot by sliding gate</u> NHPA Maintenance staff located a subject on the sidewalk who indicated that he needed medical attention for a headache. EMS was requested		Yes
6.28.23 428pm	Misc. Other Code of Conduct	<u>USG Level 6 Elevator Vestibule</u> NHPA Security received a blue light emergency activation. Security responded and located a known male subject, Thomas Rivers, unresponsive. He responded when 911 was called and got up on his own. He appeared to be intoxicated and left the property after being told he could not stay on the property in his condition.		

UNHOUSED COUNTS FOR AUGUST THRU JULY

Day of month	AUG	SEPT	OCT	NOV	DEC	JAN	FEB	MARCH	APRIL	MAY	JUNE	JULY
1	19	24	33	39	28	24	27	34	43	35	28	29
2	18	19	31	31	36	19	25	33	44	25	23	32
3	20	20	26	32	20	21	24	37	39	44	24	23
4	17	15	24	26	31	19	39	32	38	42	35	35
5	21	18	29	35	33	24	30	32	28	44	27	27
6	11	17	28	33	19	25	21	33	34	28	24	22
7	16	22	26	32	21	21	33	31	33	37	31	26
8	19	22	29	28	21	20	34	22	30	43	26	23
9	15	36	29	34	18	18	32	26	60	37	31	27
10	15	17	29	31	20	24	32	33	45	39	26	32
11	15	15	30	39	15	13	41	31	39	36	33	35
12	17	23	26	45	16	11	37	31	30	36	27	11
13	15	22	30	44	18	12	37	31	26	39	36	10
14	15	19	39	53	17	18	37	29	26	29	37	18
15	18	22	35	52	19	18	31	43	44	44	24	11
16	19	28	32	53	26	21	29	24	44	31	27	22
17	19	25	26	52	23	17	37	32	35	42	33	10
18	18	15	32	46	20	17	37	35	48	42	41	7
19	18	10	33	57	19	15	50	37	45	44	36	
20	14	27	29	45	19	19	39	34	39	30	30	
21	20	18	32	38	21	15	42	33	52	41	33	
22	20	18	28	48	19	20	34	37	43	33	29	
23	13	22	28	41	21	21	37	35	43	44	28	
24	17	31	35	44	23	24	32	36	41	34	37	
25	17	28	31	31	26	17	24	35	26	39	38	
26	16	32	32	40	24	16	24	29	35	26	28	
27	14	15	30	40	17	19	34	38	37	37	26	
28	14	20	41	38	27	23	32	44	37	36	27	
29	19	28	42	27	16	16	931	44	32	32	31	
30	19	32	42	17	20	22		34	47	30	31	
31	18		43		18	27		38		27		
	526	660	937	1171	671	596	931	1043	1120	1126	907	

NEW HAVEN PARKING AUTHORITY
 Union Station Consolidated
 For Fiscal Year Through June 30, 2023
 (Management Use Only)

	CURRENT				YEAR-TO-DATE				
	ACTUAL	BUDGET	VAR B/W	ACT LAST YR	ACTUAL	BUDGET	VAR B/W	ACT LAST YR	VAR B/W
REVENUE									
Monthly Parking Revenue	41,104	36,547	4,557	39,285	482,967	438,564	44,403	429,691	53,276
Transient Parking Revenue	369,511	250,000	119,511	289,701	3,972,971	2,755,000	1,217,971	2,598,679	1,374,292
Validation Revenue	0	0	0	0	0	0	0	0	0
Rental Income	124,441	125,650	(1,209)	115,507	1,493,295	1,507,800	(14,505)	1,381,481	111,814
Administrative Income	0	0	0	0	0	0	0	0	0
Special Events Income	0	0	0	0	0	0	0	0	0
Valet Revenue	0	0	0	0	0	0	0	0	0
Advertising Revenue	0	0	0	0	0	0	0	0	0
Other Revenue	10	10	0	0	3,363	320	3,043	1,110	2,273
Revenue Due City of New Haven	0	0	0	0	0	0	0	0	0
Billed Expense Revenue	0	0	0	0	0	0	0	0	0
Total Revenue	535,066	412,207	122,859	444,493	5,952,617	4,701,684	1,250,933	4,410,962	1,541,655
EXPENSES									
Personnel:									
Administration Salaries - Straight-time	21,061	16,650	(4,411)	13,208	230,149	202,568	(27,581)	144,360	(85,789)
Administration Salaries - Overtime	1,224	958	(266)	186	18,289	11,664	(6,625)	6,283	(12,006)
Cashiers Salaries - Straight-time	12,635	13,794	1,159	11,285	146,285	169,098	22,813	142,666	(3,599)
Cashiers Salaries - Overtime	966	828	(138)	264	9,236	10,145	909	4,641	(4,595)
Maintenance Salaries - Straight-time	32,510	32,776	266	27,893	369,955	391,816	21,861	320,551	(49,404)
Maintenance Salaries - Overtime	9,897	3,156	(6,741)	2,834	69,931	44,788	(25,143)	41,666	(28,265)
Security Salaries - Straight-time	35,034	39,516	4,482	31,562	409,820	486,124	76,304	388,642	(41,178)
Security Salaries - Overtime	6,590	4,687	(1,903)	2,030	59,570	57,668	(1,902)	45,075	(14,495)
Benefits	107,974	87,264	(20,710)	75,183	1,106,340	1,113,477	7,137	902,791	(203,549)
Total Personnel	227,891	199,629	(28,262)	164,445	2,419,556	2,487,348	67,792	1,976,676	(442,880)
Operating:									
Security/Traffic Control	0	0	0	0	7,827	10,217	2,390	5,645	(2,183)
Utilities	25,727	43,047	17,320	43,612	529,802	592,103	62,301	529,257	(645)
Service Agreements	14,912	10,153	(4,759)	16,016	153,607	121,283	(32,324)	114,042	(39,564)
Professional Services	6,438	3,361	(3,077)	3,603	104,474	41,892	(62,582)	39,043	(65,431)
Repairs and Maintenance	17,461	24,370	6,909	20,811	267,612	308,440	40,828	208,453	(95,159)
Insurance - Liability	18,309	18,808	499	(9,322)	219,711	225,696	5,985	124,257	(95,454)
Building & Land Rental	0	0	0	0	0	0	0	0	0
Uniforms	2,613	1,761	(852)	1,050	22,905	21,968	(937)	16,836	(6,069)
Tickets and Tags	175	213	38	276	2,249	2,556	307	3,507	1,258
Supplies	26,574	11,297	(15,277)	13,018	194,028	142,525	(51,503)	90,989	(103,039)
Bank Fees	17,122	4,450	(12,672)	4,599	194,373	53,400	(80,973)	40,856	(93,517)
Contracted Snow Removal	0	0	0	0	7,720	300,000	292,280	27,184	19,464
Administrative Expenses	104,073	88,374	(15,699)	76,062	1,071,475	1,050,488	(10,987)	899,441	(172,034)
Valet Expense	0	0	0	0	0	0	0	0	0
Other Expenses	11,052	11,657	605	44,450	133,856	143,415	9,559	152,766	18,910
Total Operating Expenses	244,455	217,481	(26,964)	214,174	2,849,736	3,023,983	174,245	2,252,275	(597,461)
Total Expenses	472,346	417,120	(55,226)	378,619	5,269,294	5,511,331	242,037	4,228,951	(1,040,344)
NET OPERATING INCOME	62,720	(4,913)	67,633	65,874	683,323	(809,647)	1,492,970	182,011	501,312

NEW HAVEN PARKING AUTHORITY
 Union Station Building
 For Fiscal Year Through June 30, 2023
 (Management Use Only)

	CURRENT YEAR					YEAR-TO-DATE				
	ACTUAL	BUDGET	CURRENT VAR B/W	ACT LAST YR	VAR B/W	ACTUAL	BUDGET	CURRENT VAR B/W	ACT LAST YR	VAR B/W
REVENUE										
Monthly Parking Revenue	0	0	0	0	0	0	0	0	0	0
Transient Parking Revenue	0	0	0	0	0	0	0	0	0	0
Validation Revenue	0	0	0	0	0	0	0	0	0	0
Rental Income	124,441	125,650	(1,209)	115,507	8,934	1,493,295	1,507,800	(14,505)	1,381,481	111,814
Administrative Income	0	0	0	0	0	0	0	0	0	0
Special Events Income	0	0	0	0	0	0	0	0	0	0
Valet Revenue	0	0	0	0	0	0	0	0	0	0
Advertising Revenue	0	0	0	0	0	0	0	0	0	0
Other Revenue	0	0	0	0	0	0	0	0	0	0
Revenue Due City of New Haven	0	0	0	0	0	0	200	(200)	1,000	(1,000)
Billed Expense Revenue	0	0	0	0	0	0	0	0	0	0
Total Revenue	124,441	125,650	(1,209)	115,507	8,934	1,493,295	1,508,000	(14,705)	1,382,481	110,814
EXPENSES										
Personnel:										
Administration Salaries - Straight-time	12,158	7,916	(4,242)	6,281	(5,877)	123,851	96,317	(27,534)	67,885	(55,966)
Administration Salaries - Overtime	513	509	(4)	72	(441)	7,481	6,194	(1,287)	3,024	(4,458)
Cashiers Salaries - Straight-time	0	0	0	0	0	0	0	0	0	0
Cashiers Salaries - Overtime	0	0	0	0	0	0	0	0	0	0
Maintenance Salaries - Straight-time	22,704	24,699	1,995	22,284	(421)	285,048	302,167	17,119	266,496	(18,551)
Maintenance Salaries - Overtime	9,447	2,462	(6,985)	2,481	(6,967)	64,778	34,544	(30,234)	34,206	(30,572)
Security Salaries - Straight-time	18,839	21,749	2,910	16,420	(2,419)	216,002	268,361	52,359	193,955	(22,047)
Security Salaries - Overtime	3,709	2,610	(1,099)	947	(2,762)	32,154	32,202	48	23,733	(8,422)
Benefits	63,336	50,403	(12,933)	44,459	(18,837)	634,694	639,487	4,793	546,748	(87,946)
Total Personnel	130,706	110,348	(20,358)	92,982	(37,724)	1,364,007	1,379,272	15,265	1,136,046	(227,961)
Operating:										
Security/Traffic Control	0	0	0	0	0	7,827	10,217	2,390	5,645	(2,183)
Utilities	20,207	35,582	15,375	36,114	15,808	426,374	483,410	57,036	431,222	4,848
Service Agreements	9,541	6,443	(3,098)	5,351	(4,191)	102,801	77,316	(25,485)	67,618	(35,183)
Professional Services	(521)	2,402	2,923	2,152	2,672	74,848	29,904	(44,944)	27,220	(47,628)
Repairs and Maintenance	10,238	20,730	10,492	15,978	5,739	210,464	261,760	51,296	181,077	(29,387)
Insurance - Liability	6,525	6,714	189	(5,174)	(11,700)	78,304	80,568	2,264	67,367	(10,937)
Building & Land Rental	0	0	0	0	0	0	0	0	0	0
Uniforms	1,478	985	(493)	603	(875)	13,749	12,293	(1,456)	9,730	(4,018)
Tickets and Tags	0	0	0	0	0	0	0	0	0	0
Supplies	21,069	8,330	(12,739)	12,010	(9,059)	135,116	102,388	(32,728)	66,968	(68,148)
Bank Fees	0	300	300	407	407	820	3,600	2,780	2,782	1,962
Contracted Snow Removal	0	0	0	0	0	7,720	140,000	132,280	13,392	5,872
Administrative Expenses	57,195	50,534	(6,661)	43,159	(14,036)	606,111	606,408	297	536,229	(69,882)
Valet Expense	0	0	0	0	0	0	0	0	0	0
Other Expenses	9,761	10,897	1,136	42,134	32,373	121,641	132,165	10,524	146,592	24,942
Total Operating Expenses	135,485	142,917	7,432	152,734	17,239	1,785,774	1,940,029	154,255	1,556,033	(229,741)
Total Expenses	269,200	253,265	(12,935)	245,716	(20,484)	3,149,781	3,319,301	169,520	2,892,079	(457,703)
NET OPERATING INCOME	(141,759)	(127,615)	(14,144)	(130,209)	(11,550)	(1,656,486)	(1,811,301)	154,815	(1,309,598)	(346,889)

NEW HAVEN PARKING AUTHORITY
 State Street Station
 For Fiscal Year Through June 30, 2023
 (Management Use Only)

	CURRENT					YEAR-TO-DATE				
	ACTUAL	BUDGET	VAR B/W	ACT LAST YR	VAR B/W	ACTUAL	BUDGET	VAR B/W	ACT LAST YR	VAR B/W
REVENUE										
Monthly Parking Revenue	0	0	0	0	0	0	0	0	0	0
Transient Parking Revenue	0	0	0	0	0	0	0	0	0	0
Validation Revenue	0	0	0	0	0	0	0	0	0	0
Rental Income	0	0	0	0	0	0	0	0	0	0
Administrative Income	0	0	0	0	0	0	0	0	0	0
Special Events Income	0	0	0	0	0	0	0	0	0	0
Valet Revenue	0	0	0	0	0	0	0	0	0	0
Advertising Revenue	0	0	0	0	0	0	0	0	0	0
Other Revenue	0	0	0	0	0	0	0	0	0	0
Revenue Due City of New Haven	0	0	0	0	0	0	0	0	0	0
Billed Expense Revenue	0	0	0	0	0	0	0	0	0	0
Total Revenue	0	0	0	0	0	0	0	0	0	0

	CURRENT					YEAR-TO-DATE				
	ACTUAL	BUDGET	VAR B/W	ACT LAST YR	VAR B/W	ACTUAL	BUDGET	VAR B/W	ACT LAST YR	VAR B/W
EXPENSES										
Personnel:										
Administration Salaries - Straight-time	2,352	2,257	(95)	0	(2,352)	28,833	27,451	(1,382)	0	(28,833)
Administration Salaries - Overtime	156	125	(31)	0	(156)	3,246	1,527	(1,719)	0	(3,246)
Cashiers Salaries - Straight-time	0	0	0	0	0	0	0	0	0	0
Cashiers Salaries - Overtime	0	0	0	0	0	0	0	0	0	0
Maintenance Salaries - Straight-time	2,339	1,568	(771)	0	(2,339)	19,956	19,224	(732)	0	(19,956)
Maintenance Salaries - Overtime	0	157	157	0	0	(212)	1,920	2,132	0	212
Security Salaries - Straight-time	536	456	(80)	0	(536)	6,861	5,554	(1,307)	0	(6,861)
Security Salaries - Overtime	2	0	(2)	0	(2)	331	0	(331)	0	(331)
Benefits	5,102	3,366	(1,736)	0	(5,102)	51,572	43,079	(8,493)	0	(51,572)
Total Personnel	10,486	7,929	(2,557)	0	(10,486)	110,588	98,755	(11,833)	0	(110,588)

	CURRENT					YEAR-TO-DATE				
	ACTUAL	BUDGET	VAR B/W	ACT LAST YR	VAR B/W	ACTUAL	BUDGET	VAR B/W	ACT LAST YR	VAR B/W
Operating:										
Security/Traffic Control	0	0	0	0	0	0	0	0	0	0
Utilities	114	0	(114)	0	(114)	1,269	0	(1,269)	0	(1,269)
Service Agreements	697	0	(697)	0	(697)	4,771	0	(4,771)	0	(4,771)
Professional Services	5,908	0	(5,908)	0	(5,908)	18,175	0	(18,175)	0	(18,175)
Repairs and Maintenance	4,403	0	(4,403)	0	(4,403)	20,252	0	(20,252)	0	(20,252)
Insurance - Liability	121	127	6	0	(121)	1,454	1,524	70	0	(1,454)
Building & Land Rental	0	0	0	0	0	0	0	0	0	0
Uniforms	0	20	20	0	0	0	240	240	0	0
Tickets and Tags	0	0	0	0	0	0	0	0	0	0
Supplies	0	100	100	0	0	16,859	1,200	(15,659)	0	(16,859)
Bank Fees	0	0	0	0	0	0	0	0	0	0
Contracted Snow Removal	0	0	0	0	0	0	20,000	20,000	0	0
Administrative Expenses	6,696	2,640	(4,056)	0	(6,696)	49,060	31,680	(17,380)	0	(49,060)
Valet Expense	0	0	0	0	0	0	0	0	0	0
Other Expenses	495	0	(495)	0	(495)	2,349	0	(2,349)	0	(2,349)
Total Operating Expenses	18,435	2,887	(15,548)	0	(18,435)	114,180	54,644	(59,536)	0	(114,180)
Total Expenses	26,921	10,816	(16,105)	0	(26,921)	224,778	153,399	(71,379)	0	(224,778)
NET OPERATING INCOME	(26,921)	(10,816)	(16,105)	0	(26,921)	(224,778)	(153,399)	(71,379)	0	(224,778)

NEW HAVEN PARKING AUTHORITY
 Union Station Garage
 For Fiscal Year Through June 30, 2023
 (Management Use Only)

	CURRENT				YEAR-TO-DATE				
	ACTUAL	BUDGET	VAR B/W	ACT LAST YR	ACTUAL	BUDGET	VAR B/W	ACT LAST YR	VAR B/W
REVENUE									
Monthly Parking Revenue	41,104	36,547	4,557	39,285	482,967	438,564	44,403	429,691	53,276
Transient Parking Revenue	369,511	250,000	119,511	289,701	3,972,971	2,755,000	1,217,971	2,598,679	1,374,292
Validation Revenue	0	0	0	0	0	0	0	0	0
Rental Income	0	0	0	0	0	0	0	0	0
Administrative Income	0	0	0	0	0	0	0	0	0
Special Events Income	0	0	0	0	0	0	0	0	0
Valid Revenue	0	0	0	0	0	0	0	0	0
Advertising Revenue	0	0	0	0	0	0	0	0	0
Other Revenue	10	10	0	0	3,383	120	3,263	110	3,273
Revenue Due City of New Haven	0	0	0	0	0	0	0	0	0
Billed Expense Revenue	0	0	0	0	0	0	0	0	0
Total Revenue	410,624	286,557	124,067	328,986	4,459,322	3,193,664	1,265,658	3,028,480	1,430,841
EXPENSES									
Personnel:									
Administration Salaries - Straight-time	6,551	6,477	(74)	6,928	77,465	78,800	1,335	76,474	(91)
Administration Salaries - Overtime	555	324	(231)	114	7,562	3,943	(3,619)	3,260	(4,302)
Cashiers Salaries - Straight-time	12,635	13,794	1,159	11,265	146,265	169,098	22,833	142,666	(3,599)
Cashiers Salaries - Overtime	966	828	(138)	264	9,236	10,145	909	4,641	(4,599)
Maintenance Salaries - Straight-time	7,487	6,509	(958)	5,609	64,951	70,425	5,474	54,055	(10,887)
Maintenance Salaries - Overtime	450	537	87	354	5,365	8,324	2,959	7,460	2,086
Security Salaries - Straight-time	15,659	17,311	1,652	15,142	186,957	212,209	25,252	174,687	(12,270)
Security Salaries - Overtime	2,879	2,077	(802)	1,083	27,085	25,466	(1,619)	21,343	(5,742)
Benefits	39,537	33,495	(6,042)	30,684	420,074	430,911	10,837	356,044	(64,030)
Total Personnel	86,698	81,352	(5,346)	71,463	944,960	1,009,321	64,361	840,630	(104,330)
Operating:									
Security/Traffic Control	0	0	0	0	0	0	0	0	0
Utilities	5,406	7,465	2,059	7,497	102,259	108,693	6,434	98,035	(4,224)
Service Agreements	4,674	3,710	(964)	10,665	46,034	43,967	(2,067)	46,424	390
Professional Services	1,050	959	(91)	1,451	11,452	11,968	536	11,823	372
Repairs and Maintenance	2,819	3,640	821	4,833	36,896	46,660	9,764	27,376	(9,520)
Insurance - Liability	11,663	11,967	304	(4,148)	139,953	143,604	3,651	56,890	(83,063)
Building & Land Rental	0	0	0	0	0	0	0	0	0
Uniforms	1,135	756	(379)	447	9,157	9,435	278	7,106	(2,051)
Tickets and Tags	175	213	38	276	2,249	2,556	307	3,507	1,258
Supplies	5,505	2,857	(2,638)	1,008	42,053	38,957	(3,116)	24,021	(18,032)
Bank Fees	17,122	4,150	(12,972)	4,192	133,553	49,800	(83,753)	38,073	(95,479)
Contracted Snow Removal	0	0	0	0	0	140,000	140,000	13,592	13,592
Administrative Expenses	40,182	35,200	(4,982)	32,903	416,304	422,400	6,096	363,212	(53,092)
Valet Expense	0	0	0	0	0	0	0	0	0
Other Expenses	796	780	(36)	2,315	9,866	11,250	1,384	6,183	(3,683)
Total Operating Expenses	90,526	71,687	(18,839)	61,440	949,775	1,029,310	79,535	696,242	(253,533)
Total Expenses	177,225	153,039	(24,186)	132,903	1,894,735	2,028,631	143,896	1,538,872	(357,863)
NET OPERATING INCOME	233,400	133,518	99,882	196,083	2,564,587	1,165,053	1,409,534	1,491,609	1,072,978



New Haven Union Station

Capital Projects Report

July 2023

State of Good Repair (SOGR):

- Final draft submissions reflecting review comments submitted by the Union Station Facility Renovation Program Committee for architectural repairs and improvements at Union Station Building and repairs and improvements at Union Station Garage are being prepared.

Enabling Project – Phase I:

- The Phase 1 Enabling Project includes a variety of items listed in the State Bond Commission submission of December 2022 such as restrooms, main waiting room seating, removal of storefronts, casual/semi-self-service restaurant, pizza kitchen, outdoor patio, bicycle station/garage concession space (design only), and mechanical, electrical & plumbing (MEP) improvements. A motion for approval of the design contract has been drafted.

Convert Front Bay of Parking Garage to Commercial Use and Bicycle Storage:

- Eliminates parking in front bay, street level of Garage.
- Creates commercial space towards street, and bicycle storage area in back row.
- Involves modifications to precast façade panels and brick wall to facilitate access.
- Will be advanced to design phase as part of the Phase 1 Enabling Project.

Brokerage Services:

- The draft Proposal Documents for Real Estate Advisor Services were submitted to the Operations Committee in September 2022 for review.

East Lot:

- Zoning Application – The proposed zoning changes have been submitted to the City of New Haven Board of Alders. The proposed Transit Oriented Development (TOD) district, to be known as a Transit Oriented Community Zone (TOC), is planned to be in place ahead of the proposal process. The new zoning map will create a new zone for the entirety of the Union Avenue campus, however only properties transferred to a developer through the City will be formally subject to city zoning.
- Stakeholder Interviews – The Request for Information (RFI) from interested parties with regard to the potential development of the East and West Lots at New Haven Union Station had been issued as a legal ad published in 4 local newspapers and on the Union Station Partnership website to invite public comments. Please visit the New Haven Union Station Partnership website at www.unionstationnewhaven.com for a summary of community stakeholder interviews, a slide presentation, a video presentation, and a variety of relevant background documents.
- CTDOT will issue the Request for Proposals for this Public/Private Partnership and Development Opportunity.

West Lot:

- CTDOT will advance the design of the West Lot multi-modal facility.

Interior Building Wayfinding Signage:

- A motion for approval of the design contract has been drafted.

Union Avenue Roadway and Streetscape Improvements:

- CTDOT will advance the roadway and streetscape improvements.

JMS 7-17-2023