

PORT AUTHORITY OF ALLEGHENY COUNTY
MINUTES OF THE SPECIAL BOARD MEETING
FRIDAY, AUGUST 23, 2013

The Special Meeting of the Board of Port Authority of Allegheny County was held on Friday, August 23, 2013 at 9:30 a.m., at the Authority's Administration Offices, 345 Sixth Avenue, Pittsburgh, Pennsylvania, 15222-2527, pursuant to due public notice given as required by law.

Board Members:

Jeff Letwin, Chairman
Tom Donatelli
Constance Parker
John Tague Jr.
Mavis Rainey
John Brooks
Robert Hurley
Eddie Edwards
Joel Lennen, General Counsel

Media:

Molly Born, Post-Gazette
Alexandria Chaklos, KQV
Aaron Aupperlee, Tribune Review

Port Authority Staff:

Ellen McLean, interim chief executive officer, Mike Cetra, assistant general manager Legal and Corporate Services, Keith Wargo, assistant general manager Engineering and Technical Support, Bill Miller, Chief Operations Officer, Jim Ritchie, Communications officers, Heather Pharo, Public Relations & Communications Coordinator, Deborah Skillings, Community Outreach coordinator, John DeAngelis, manager Contract Administration, Denise Henderson, director Bus Operations, Chuck Reeves, assistant manager Bus Operations, Darcy Cleaver, supervisor Passenger Amenities, Tony Trona, director Purchasing and Materials Management, John Beeler, manager Customer Services, Susan Altemus, Compensation Program Manager, John Plumb, Benefits record clerk, Rich Wojnar, director Road Operations, Ken Robinson, manager Bus Maintenance, Jim Schearer, retired, Kim Henderson, secretary Legal Department, Brian Dudas, supervisor Customer Relations, Fred Mergner, assistant manager Scheduling and Service Planning, Dave Wohlwill, program manager Long Range Planning, Julie Leistner, Administrative Assistant, Margaret Smith, Administrative Assistant, Diane Williamson, executive assistant

Other

Jim Robinson, ACTC President
Glenn Walsh
Lee Palumbo, Auditor General's Office
Mark Wiezorek, Auditor General's Office
Austin Davis, Allegheny County Executive's Office
Aaron Pittman, County Council
Rodney Akers, Governor's Office
L. R. Stiodle, MEC
Mark Nootbaar, WESA
Chris Sanders, PCRG

The Chairman called the meeting to order and recommendation was made for approval of the minutes of the July 26, 2013 Regular meeting. The motion was moved, seconded and passed.

The Chairman called on Mr. Trona to present the bids as the Performance Oversight Committee did not meet and the Board is acting as whole.

Mr. Trona reported that he had three items for the Board's review and approval this morning. The first item is unleaded gasoline. This bid was publically advertised and paper documents were distributed. We received three bids for the purchase of unleaded fuel for use in various Port Authority nonrevenue vehicles over a two-year period. It is being recommended that the contract be executed with Petroleum Traders Corporation in an estimated amount of \$1,521,250. This price represents approximately a 10 percent decrease in the market price for the gasoline from the previous average price paid per gallon of gasoline over the last two years. Also, the price differential, which is the costs for overhead, transportation and profit, represents a 38 percent increase in the price differential from the prices paid on the previous contract.

Mr. Trona further reported, by approval of this contact, it allows the Purchasing Department the opportunity to watch the fuel price and we will lock it in when it is advantageous to Port Authority, just as we do with diesel fuel.

The second item is environmental sampling, testing and reporting. Ebusiness bid documents were distributed and six firms accepted our bid invitation. Seven bids were received for the purchase of these services over a three-year period. These services ensure Port Authority's compliance with various DEP and EPA regulations throughout the Authority's facilities.

It is the recommendation that the contract be awarded to the lowest responsible bidder, Envirotrac, Ltd., in the amount of \$201,945.21. This price represents a one-third percent decrease in the previous price paid for these services three years ago.

The third item, vehicle floor scrubber liquid cleaner, was a paper bid. Port Authority received two bids for the purchase of vehicle floor scrubber liquid cleaner, which is used to maintain the coaches and various facilities over a two-year period. Mr. Trona noted that the low bidder submitted a product that did not perform as specified in field testing evaluations and the product was determined not to be in compliance with our specifications and therefore not eligible for award.

As such, the recommendation is that the contact be awarded to the low responsible bidder, Pitt Chemical, in the estimated amount of \$181,636.90. This is a three percent increase for the price we paid for this product three years ago; noting that the difference between the low bidder and Pitt Chemical's bid is \$37,000.

The Chairman called for a motion. It was moved, seconded, and unanimously agreed that the resolution be approved as presented.

Under new business, the Chairman called on Port Authority's Interim Chief Executive Officer, Ms. McLean, for remarks. Ms. McLean stated that over the years, the members of the Board of the Port Authority of Allegheny County have served conscientiously and in the public's interest with no pay or recognition. At times, you had to act in the face of criticism as you have taken on hard decisions. The political climate for all public agencies like Port Authority with its broad reach in the community has been challenging, to say the least. The Pennsylvania Transportation Funding Crisis is affecting all areas of this State, including Allegheny County. Recently, changes have been made to the long-established governance structure of Port Authority, making this our last meeting together.

We felt that it was right and appropriate to take this opportunity to recognize the distinguished service of the members of this Board. Special recognition is due to Mr. Jack Brooks, our Chairman for many of his 17 years of service. His leadership and judgment have guided many of us and many who served on this Board. Our current Chair, Mr. Jeff Letwin, has served for nine years, many of those as Chair of the Performance Oversight Committee. Mr. Eddie Edwards has served for seven years; Ms. Mavis Rainey for four; and Ms. Amanda Green Hawkins, who couldn't join us today, served for two years.

As a token of our appreciation, but surely not its measure, we are pleased to present special plaques to these distinguished and dedicated members. Likewise we would like to honor the service of our newer members Mr. Donatelli, Ms. Parker, Mr. Tague and Mr. Hurley with a special gift. Please offer a round of applause for the Board members. We thank you.

Mr. Brooks stated that he appreciates the help given to him as Chairman, adding that we certainly have had some tough times to get to where we are now. It is not going to be any easier after hearing what is going on in Harrisburg. In the end, we all get hurt, so hopefully someone makes a move in our direction and we are not begging for money all the time.

Mr. Letwin thanked Ms. McLean for this recognition and everyone for the ovation. He stated that he really enjoyed his service on the Board. We have gone through some really difficult times, as you mentioned, most of it under Jack's leadership. As I mentioned when I took over, I couldn't possibly have filled his shoes, especially in such a short time. He did a great job.

Mr. Edwards stated that when he came on the Board he was relatively young, without any gray hair, and as time progressed, he got older the gray hair came. Mr. Edwards noted that it was fun and we have a great staff. For him, he will miss the people the most. He stated that we have developed some great relationships with Port Authority staff, whether it is in this building or on the street, and that is something he will value going forward. Mr. Edwards thanked the staff and added that he knows that it is not always easy but you guys seem to persevere and come through with a smile on your face. It is greatly appreciated.

Ms. Rainey stated that it has been a tremendous honor to be here on the Board and hopefully to represent the workers of the Authority and users of the system the best that she could. She has learned a tremendous amount from Jack and the other members who welcomed her with open arms. She stated that although she will not be on the Board, she will be able to work with many of you as a community partner and she wishes the new Board and staff tremendous success. She added that she knows there will be tough roads ahead, but she is certain everyone will persevere.

Ms. Parker stated that coming in and serving the public is not an easy job in any circumstances, but especially with transportation with such a great demand. She added that she knows Jack has been here a long time and has done a tremendous job and she appreciated him from the moment she joined the Board. He kept her clock ticking in the right direction and was extremely supportive. Ms. Parker stated that each and every one of you on this Board is just fabulous and we certainly thank Ms. McLean for all she is doing right now to fill in for the CEO. Hopefully, when the new Board begins to function, and if I am a part of it, we will still move forward. She thanked the entire Board.

Mr. Brooks adjourned the meeting by saying that it certainly has been his pleasure being involved with Port Authority as far as everything he has done in the past. He appreciates all the help that any one of you have given him and certainly the Board behind him. You couldn't ask for a better Board.

The meeting was adjourned.

Approved