

PORT AUTHORITY OF ALLEGHENY COUNTY
MINUTES OF THE REGULAR BOARD MEETING
FRIDAY, MARCH 28, 2014

The Regular Meeting of the Board of Port Authority of Allegheny County was held on Friday, March 28, 2014, 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:

Tom Donatelli
John Tague Jr.
Senator Jim Brewster
Representative Dom Costa
David White
Robert Kania
D. Raja
Amanda Green Hawkins
Jeffrey Letwin
Joel Lennen, General Counsel

Media:

Alex Zimmerman, City Paper

Port Authority Staff:

Ellen McLean, chief executive officer, Keith Wargo, assistant general manager Engineering and Technical Support, Bill Miller, Chief Operations Officer, Jim Ritchie, Communications Officer, Barry Adams, assistant general manager Human Resources, Peter Schenk, chief financial officer, John DeAngelis, manager Contract Administration, Amy Silbermann, data analyst, Tony Trona, director Purchasing and Materials Management, Dan DeBone, Government Affairs Representative, Deborah Skillings, Community Outreach coordinator, Diane Williamson, executive assistant

Other

Jim Robinson, ACTC President, Glenn Walsh, Annette Kroll, Melanie Marenski, Controller's Office, Rodney Akers, Commonwealth of Pennsylvania, Ryan Herbinko, City of Pittsburgh Controller's Office, Joan Natko, Dennis Simon, Chester Engineering, James Love, ACTC, Bonnie Krout, Joe Cusick, Chester James Brown, Cosmos Technologies, Carolyn Lenigan

The Vice Chairman called the meeting to order. Following the recital of the pledge of allegiance, recommendation was made for approval of the minutes of the February 28, 2014 Regular meeting. A motion was moved, seconded and passed.

The Vice Chairman stated that we now have an opportunity for public input and called on Ms. Annette Kroll for her remarks regarding Port Authority service.

Ms. Kroll began her remarks by thanking everyone from Governor Corbett to all stakeholders who made the commitment to make sure we received dedicated funding for public transportation. The reason for speaking this morning was to discuss service to retail areas such as malls, strip malls and shopping centers. On the news, she often hears people complaining about needing a place to park closer to malls and in lighted areas, when people who ride the bus either have to stand alongside a dangerous highway or walk distances to get to and from the mall or grocery store with packages. Ms. Kroll noted that she hopes with all the competition with the web that some of the retail establishments will be more accommodating to bus riders.

Ms. Kroll continued commenting that in her particular area, Bridgeville, she previously relied on the 36A when it serviced Bridgeville until August 2010. Now that the 36A no longer services Bridgeville, it takes her half a day to get to South Hills Village when she only lives 15-20 minutes away.

Ms. Kroll suggested that trips leaving the garage or going back to the garage on the 36 Route service Bridgeville [at least between Bower Hill and South Hills Village], or returning some of the trips on the 36A during mall hours. Ms. Kroll ended her comments by requesting that a copy of an email be distributed to the Board from when she first started advocating adequate and reliable service for everyone.

The Vice Chairman called on Mr. Letwin for a report of the Performance Oversight Committee.

Mr. Letwin reported that a meeting of the Performance Oversight Committee was held on Thursday, March 20, 2014, and the minutes from the previous meeting were approved by the Committee.

The financial results for the period ending February 2014 were presented at the meeting and are detailed in the Board packet.

For the second month in a row, it was reported to the Committee that the total operating income was under budget due to passenger revenues ending the month under budget. This low level of passenger revenue was due to the bad weather we experienced in January and continued through February.

Total expenses for the month was reported at \$1.98 million under budget, due primarily to materials and supplies and employee benefits being under budget due to the fact that there were actually less employees retiring than projected.

Mr. Letwin continued reporting that the Committee also reviewed the new Advertising Sales Monthly Performance Report. The report shows monthly and year-to-date advertising sales information, including revenue received and actual sales. This information will be provided to the Committee going forward and is included in your current Board packet.

Mr. Letwin reported that the following resolutions were reviewed at the meeting and are being recommended by the Performance Oversight Committee for approval.

The Committee reviewed six procurement actions and found these bids to be in accordance with the Authority's procurement policies and procedures, prices to be fair and reasonable, and the bidders to be responsive and responsible.

The Performance Oversight Committee recommends these items for award in the total amount of approximately \$2.6 million as outlined in the Board packet.

On behalf of the Performance Oversight Committee, Mr. Letwin respectfully requested approval of the resolution as presented.

It was moved, seconded and unanimously agreed that the resolution be approved as presented.

The next resolution authorizes the Authority to extend and amend an agreement with Bank of America, N. A., to provide merchant bank card services for the Automated Fare Collection System.

In June 2010, Port Authority's Board, in accordance with its Board-adopted Procurement Policy and Procedures for Competitive Negotiations for Professional and Technical Services, authorized the award of an agreement to Bank of America, N. A., to provide debit/credit bank card processing services for a three-year term, for a total not-to-exceed amount of \$750,000. The agreement provides for an option to extend the term of Agreement for up to two additional years at the sole discretion of the Authority.

In May 2013, the Board approved the first option to extend the term of Agreement until June 23, 2014, and to increase the total not-to-exceed amount of the Agreement from \$750,000 to \$1,050,000.

It was discussed at the Performance Oversight Committee meeting that to switch the provider at this stage of the project would be infeasible, and to date, the services performed by Bank of America have been satisfactory and in compliance with the Agreement.

The Performance Oversight Committee recommends that the Board exercise its option to extend the term of the Agreement for the second option year to June 23, 2015, with an increase of \$550,000 to a new total not-to-exceed amount of the Agreement of \$1.6 million to perform the services.

On behalf of the Performance Oversight Committee, Mr. Letwin respectfully requested approval of the resolution as presented.

It was moved, seconded and unanimously agreed that the resolution be approved as presented.

This concluded the report of the Performance Oversight Committee.

The Vice Chairman called on Mr. Tague for a report of the Planning and Stakeholder Relations Committee.

Mr. Tague reported that although the Planning and Stakeholder Relations Committee did not have a formal meeting this month, he has a few items to report to the Board with regard to current stakeholder activities that involve Port Authority.

On Wednesday, Port Authority's Government Affairs Representative, Dan DeBone, discussed the positive changes at Port Authority during a Sustainable Transportation Meeting hosted by the Mayor's Office of Sustainability and the Pittsburgh Climate Initiative. This group is eager to learn more detail about the upcoming Urban Land Institute week scheduled for May, so we'll be sure to present this information before that group. This will be an important link between the Authority and City going forward.

Mr. Tague continued reporting that we'll be joining the URA and other stakeholders in East Liberty on Tuesday to participate in a formal groundbreaking ceremony for the East Liberty Transit Center. This transit-oriented development project is the result of a partnership between the URA, Port Authority, Allegheny County and The Mosites Company. Governor Corbett also will attend the event as the project team recently learned of a significant award by the State. This project is part of the ongoing success story in this area of the city and a result of hard work and cooperation between government entities, community organizations and private development.

On the same day, we'll join numerous organizations at the Pittsburgh Downtown Partnership's annual meeting where Governor Corbett and Mayor Bill Peduto will speak. The PDP is a key organization representing the interests of downtown businesses and residents, and is very engaged in public transportation issues.

Mr. Tague concluded his report by publicly thanking our friends at the Pennsylvania Trolley Museum. To help Port Authority mark its 50th anniversary, volunteers dressed in period trolley uniforms at three transit stations on Thursday. The Museum is a great supporter and we appreciate its help.

This concludes the report of the Planning and Stakeholder Relations Committee.

Mr. Donatelli noted that since the Financial Audit Committee and Governance Committee did not hold meetings this month, he moved on to new business.

As there was no more business to be conducted by the Board, the meeting was adjourned.

The next Regular Meeting of the Board will be Friday, April 25, 2014.

Approved