

PORT AUTHORITY OF ALLEGHENY COUNTY
MINUTES OF THE REGULAR BOARD MEETING
FRIDAY, APRIL 25, 2014

The Regular Meeting of the Board of Port Authority of Allegheny County was held on Friday, April 25, 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:

Robert Hurley, Chairman
Tom Donatelli
John Tague Jr.
Constance Parker
Senator Jim Brewster
David White
D. Raja
Amanda Green Hawkins (via phone)
Joel Lennen, General Counsel

Media:

Alex Zimmerman, City Paper
Jon Schmitz, Post-Gazette

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, Mike Cetra, assistant general manager Legal and Corporate Services, Barry Adams, assistant general manager Human Resources, Peter Schenk, chief financial officer, John DeAngelis, manager Contract Administration, Amy Silbermann, data analyst, Tom Noll, director Technical Support, Nancy Vandling, manager Contract Administration, Darcy Cleaver, supervisor Passenger Amenities, Ed Typanski, senior analyst Capital, Megan Anthony, Marketing and Public Relations associate, Fred Mergner, assistant manager scheduling and service planning Cathy Frye, Insurance administrator, John Beeler, manager Customer Service, Melinda Smith, supervisor Customer Service, Deborah Skillings, Community Outreach coordinator, Diane Williamson, executive assistant.

Other

Jim Robinson, ACTC President, Rusty Loudermilk, Speaker, Glenn Walsh, Melanie Marenski, Controller's Office, Rodney Akers, Commonwealth of Pennsylvania, Ryan Herbinko, City of Pittsburgh Controller's Office, Joan Natko, ACTC, James Brown, Cosmos Technologies, Carolyn Lenigan, Stephanie Buka, County Council, Karen Hoesch, ACCESS, Austin Davis, Allegheny County Chief Executive's Office, Dennis Simon, Chester, Molly Nichols, PPT, Cynthia London, Vehicle Lifts & Solutions, Inc., Chick Wagner, Vehicle Lifts & Solutions, Inc., Holly Hudson, Cosmos.

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

The Chairman called on Mr. Rusty Loudermilk for comments under public input.

Mr. Loudermilk commented that he has been in the Allegheny County area since 2007 and spent most of his time at Allegheny County Council trying to get things fixed with the ACCESS paratransit system. He has also spent a great deal of time with past and present Port Authority people as well as

ACCESS staff, and there were even times he has had meetings with Ms. Green Hawkins and Mr. Tague.

Having said that, Mr. Loudermilk continued stating that based on some information he found out last night, he will be back in the coming months after he receives better advice from some financial people that he trusts because this is not his area.

In closing, Mr. Loudermilk said that past and present Port Authority people, in particular former director Steve Bland, as well as ACCESS staff such as ACCESS director Karen Hoesch and her staff have criticized him over a number of years for things that he has said in the past, present and may even say in the future.

After thanking Mr. Loudermilk for his comments, Mr. Hurley called on Ms. Parker for a report of the Performance Oversight Committee.

Ms. Parker reported that a meeting of the Performance Oversight Committee was held on Thursday, April 17, 2014, and the minutes from the previous meeting were approved by the Committee.

Ms. Parker continued reporting that the financial results for the period ending March 2014 were presented to the Performance Oversight Committee and are detailed in the Board packet. It was reported that total operating income was below budget and that lower passenger revenues and ACCESS Shared Ride revenues were the primary factors.

It was also reported that total expenses for the month were below budget. The primary factors impacting this decrease were continued lower expenses in the areas of purchased services, materials and supplies, employee benefits and ACCESS expense.

In regards to a year-to-date perspective, it was reported that total operating income is under budget. Lower passenger and ACCESS shared ride revenues are the primary reasons for this result.

Total expense levels continue to be lower than budget. This is mainly due to the fact that materials and supplies, purchased services, employee benefits, other expense and ACCESS expense have all trended under budget from a year-to-date perspective.

It was reported at the Performance Oversight Committee that the cash position for the Authority through March is approximately \$44.7 million.

Ms. Parker continued reporting that there were four resolutions reviewed at the Performance Oversight Committee meeting and are being recommended for approval:

The Committee first reviewed three 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.

Ms. Parker noted that there was a fourth item presented to the Committee, but management has advised that this item will be re-bid and presented to the Committee at a future date.

The Performance Oversight Committee therefore recommends the award of the three items outlined in the Board packet in the total amount of approximately \$1.3 million.

On behalf of the Performance Oversight Committee, Ms. Parker 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 Parkway Parking of Pennsylvania, Inc., to provide facility management services for the South Hills Village Parking Garage. The services include general management of all aspects of the parking structure, fare collection, customer assistance, cleaning and preventive and routine maintenance.

The initial term of the agreement was for three years, with two additional option years at the sole discretion of the Authority. On April 22, 2013, the Authority's Board authorized the exercise of the first option year to extend the term of agreement and to increase the authorized total not-to-exceed amount to \$642,000 to continue the services.

Parkway has performed the services in a timely and satisfactory manner, and the Authority has determined that it is in its best interest to extend the term of the agreement for the second option year through April 30, 2015, and to increase the previously authorized total not-to-exceed amount of the agreement by \$180,000, for a total amount of \$822,000.

On behalf of the Performance Oversight Committee, Ms. Parker 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 Willis of Pennsylvania, Inc., for property and casualty risk management services.

In October 2011, the Authority entered into an agreement with Willis to provide advice and assistance regarding its property and casualty risk management programs, including the marketing of its third party insurance coverages. The agreement is for a three-year period with the option to extend the term of the agreement up to two additional years. The initial three-year term of the agreement expires on September 30, 2014.

Willis has performed the services in a timely and satisfactorily manner and the Authority has determined that it is in its best interest to exercise the first of the two option years and to extend the term of the agreement for one additional year and to increase the not-to-exceed amount by \$155,000, for a total amount of \$560,000.

On behalf of the Performance Oversight Committee, Ms. Parker respectfully requested approval of the resolution as presented.

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

The final resolution authorizes the Authority to extend and amend agreements with a pool of firms to provide external investigative services to supplement the Authority's internal investigation process for both work-related and non-occupational injuries and illnesses.

In June 2010, the Authority entered into agreements with the five firms listed in the board packet. The agreements are for a three-year term with the option to extend the agreements up to an additional two years and for a total not-to-exceed amount of \$300,000, to be allocated on an as-needed basis through task specific work orders.

In May 2013, the Board approved the first option year to extend the term of agreements with four of the five firms. The Authority has now determined that it is in its best interest to extend the term of the agreements with the same four firms, listed in the Board packet, for the second option year to June 30, 2015, with no increase in the previously authorized total not-to-exceed amount.

On behalf of the Performance Oversight Committee, Ms. Parker respectfully requested approval of the resolution as presented.

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

After some clarification of the financial statements, this concluded the report of the Performance Oversight Committee.

The 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 had several items to report. First, Port Authority received an award in March from the United Way of Allegheny County for the Fred Rogers Good Neighbor Day Award. We were recognized as being one of the few organizations in the area for recruiting new volunteers to the United Way of Allegheny County's Volunteer initiatives in the spirit of Fred Rogers.

Mr. Tague noted that Port Authority employees also participated in United Way's sweater drive as part of Mr. Rogers' birthday celebration. The Authority collected 15 bags of sweaters which will be distributed to those in need through local United Way agencies.

Mr. Tague then reported that Port Authority has been working closely with numerous stakeholders and other organizations in preparation for the upcoming Urban Land Institute Advisory Services panel in May. The ULI panel will be here for a week starting on Sunday, May 11, and will focus on strategies for improving transit. ULI is recognized as one of North America's most respected and widely quoted sources of objective information on urban planning and growth development.

The panel will meet with stakeholders and other organizations, companies, officials and institutions that week. Those interviews are an important step in the process which should provide the Authority with solid recommendations. Mr. Tague thanked those who will be participating in the event and for wanting to help shape our future.

The final item Mr. Tague reported on was that he attended Transit Tales at the Blakey Program Center in the Hill District on April 17. Transit Tales is a collaborative between GoBurgh, Bricolage Production Company, and Pittsburghers for Public Transit, supported by the Sprout Fund. It is a multimedia program of community engagement, experience documentation, and creative storytelling that aims to raise public awareness and positive perception of public transit while attracting involvement from a diverse audience to engage in transitional conversations.

Mr. Tague continued reporting that it began with a video of Transit Tales followed by a panel discussion. The panel discussion and facilitated talkback on public transit in Allegheny County, specifically how, or if, public input should be included in planning for public transit.

Transit Tales is a multimedia storytelling project about how public transit affects the lives in Allegheny County. The stories were reported about transit from all kinds of people, riders, non-riders, and drivers, using various media, and then sharing select stories through radio, social media, live performances and the Pittsburgh City Paper.

Mr. Tague continued explaining that the panel was made up of folks from the Committee for Accessible Transportation, the Hill District Consensus Group, an architectural designer, a member of Local 85, and representing the City of Pittsburgh was a representative of the Mayor's office. It was moderated by Chris Potter from the Pittsburgh City Paper.

That concluded the report of the Planning and Stakeholder Relations Committee.

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, May 30, 2014.