

PORT AUTHORITY OF ALLEGHENY COUNTY
MINUTES OF THE REGULAR BOARD MEETING
FRIDAY, JULY 26, 2019

The Regular Meeting of the Board of Port Authority of Allegheny County was held on Friday, July 26, 2019 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, Chair
Jennifer Liptak
Michelle Zmijanac
John Tague
Stephanie Turman
Ann Ogoreuc
Representative Lori Mizgorski
Representative Austin Davis
Senator Jim Brewster (via phone)
Joel Lennen, General Counsel

Media

Ed Blazina, Post-Gazette
Joe Destio, KDKA

Port Authority Staff

Katharine Kelleman, chief executive officer, Vasti Amaro, chief of staff, Mike Cetra, chief legal officer, David Huffaker, chief development officer, Adam Brandolph, Public Relations manager, Jeffrey Devlin, chief information officer, Don Rivetti, deputy chief operations officer Maintenance, Inez Colon, chief Human Resources officer, Catherine Terrill, Professional Services contract specialist, Phillip St Pierre, director Service Development, Tony Trona, director Purchasing and Materials Management, Ed Typanski, director Grants and Capital Projects, Sarah Kastelic, Digital Communication Specialist, John DeAngelis, manager Contract Administration, Fred Buckner, associate contract specialist, Darcy Cleaver, assistant manager Passenger Amenities, Jerimaine Ward, manager Contract Administration, Michael Heidkamp, deputy chief operations officer Transportation, Cathy Frye, Insurance Administrator, Maria Nickerson, director Internal Audit, Diane Williamson, executive assistant.

Others

Carolyn Lenigan, Dave Haines, AECOM, Jeff Cappetta, Ashlee Wallace, ACAA, Margaret Kraus, WESA, Judi Anderson, WSP, April Gray, Cosmos Technologies.

The Chair called the July 26, 2019 Regular Meeting of the Board to order.

Following the pledge of allegiance, a recommendation was made for approval of the minutes of the June 28, 2019 Regular Meeting. A motion was made, seconded and unanimously passed.

The Chair called on Ms. Kelleman for the report of the Chief Executive Officer.

Ms. Kelleman started her report by asking for a moment of silence as she read the names of the employees and former employees that passed away last month: operators Robert Ridge, Robert Koman and Alan Gangloff; cyclone operator John Crunkleton; serviceperson Rapha Mitchell; supervisor of stores William Richter; janitor Charles Schumann; technician Terance Lassige; automotive mechanic David Nicholas; and assistant manager Electronic Maintenance Systems Joseph Ferlic.

Ms. Kelleman then reported that ridership was down one percent from May of this year through May of last year. This was not unexpected with the weather issues and incline closures we experienced this month. However, as of the end of May, fiscal year ridership was up 1.3 percent overall from the previous year. We continue to buck the national trend where we see agencies losing ridership. Ms. Kelleman noted that this is especially significant for us because the other agencies that are static or growing are very rail-attentive and we are, of course, 88 percent bus patrons. Therefore, we continue to be a great resource for folks getting around Allegheny County. Moreover, as we improve the quality of our transit options, we look forward to continued ridership growth.

Next, Ms. Kelleman reported that with the trucker's lawsuit against the Pennsylvania Turnpike Commission, PennDot's contribution to Port Authority has been frozen on the capital side for the last two years. Ms. Kelleman was happy to report that the lawsuit was recently dismissed. While it is under appeal, the Turnpike Commission has voted to proceed with bonds for its 2019 and 2020 obligations, and we will be restored our capital funding for last year, and this year, plus a slight bump in our operating assistance. We will be reviewing the projects that we have deferred, and with an eye toward safety, security and constant focus on our customer experience, we will be bringing back a modified capital budget as soon as we receive official notification from PennDot, and we are hopeful that the revised budgets will be here by September.

Ms. Kelleman next reported that this week we began installing digital real-time information displays throughout our system. The 55-inch waterproof monitors display when the next vehicle will arrive at the station. We will be using part of these for advertising space moving forward.

Ms. Kelleman announced that the installations have already been completed at the North Side, Allegheny, Gateway and Wood Street Stations, and one is currently being installed at the Steel Plaza Station. They will also be installed at the First Avenue Station, many high-volume platform rail stations in the South Hills and on our East and West Busways. The goal is to improve communications not just for customers but also for our operators and everyone out there navigating our system. Ms. Kelleman thanked Mr. Jeffrey Devlin, Port Authority's CIO, and his team, especially Mr. Scott Vetere who has been working on this project for a long time.

Ms. Kelleman concluded her remarks with the comment that many of us have seen the national news and reports of immigration raids going on throughout different parts of the country. We want to make sure our customers know that Port Authority police are not working with Immigration on these raids. All of our patrons deserve to feel safe in their travels and treated with respect and dignity, and no one should be living in fear that they can be detained or deported just for wanting more for themselves, their children, and their life.

That concluded the report of the Chief Executive Officer.

The Chair called on Ms. Zmijanac for a report of the Performance Oversight Committee. Ms. Zmijanac reported that the Performance Oversight Committee met last week and she had a few items to report.

At the meeting Port Authority's Chief Financial Officer, Peter Schenk, reported the unaudited financial results for the fiscal year-end. Total Operating Income exceeded budget by \$88,720, primarily due to higher investment income. Total Gross Expenses were \$22.44 million under budget, although this variance will decrease as year-end audit adjustments are made. Total Subsidies were \$7.8 million

under budget, but \$5.8 million of this variance was due to not having to utilize Deferred State Operating Assistance that was projected to be needed.

There were three resolutions reviewed by the Performance Oversight Committee.

The Committee first reviewed two procurement items and determined the bids to be in accordance with the Authority's procurement policies and procedures, the prices to be fair and reasonable, the bidders to be responsible and the bids responsive. Ms. Zmijanac stated that the Performance Oversight Committee recommended for award the two items listed in the resolution for the total amount of approximately \$2.3 million dollars.

On behalf of the Performance Oversight Committee, Ms. Zmijanac respectfully requested approval of the resolution. It was moved, seconded and unanimously agreed that the resolution be approved as presented.

Ms. Zmijanac reported that the next resolution sought authorization to extend and amend an Agreement for Property and Casualty Risk Management Services. In October 2016, the Authority's Board authorized the award of an agreement to Aon Risk Services, Inc. of Washington D.C. to provide these services for an initial term of three years for a total not-to-exceed amount of \$324,000. The agreement also contains two option years to be exercised by the Authority in its sole discretion. As the initial three-year term of the agreement expires on September 30, 2019, the Performance Oversight Committee recommends extending the agreement to September 30, 2020, and increasing the total not-to-exceed amount by \$108,000.

On behalf of the Performance Oversight Committee, Ms. Zmijanac respectfully requested approval of the resolution. It was moved, seconded and unanimously agreed that the resolution be approved as presented.

Ms. Zmijanac stated that the next resolution sought authorization to adopt and amend the Collective Bargaining Agreement Covering Sergeants and Lieutenants. It was reported at the meeting that the Authority's Collective Bargaining Agreement with the Authority Transit Police Association expires on July 31, 2019. Representatives from the Authority and the Police Association have agreed on the proposed terms and conditions for an amended agreement as set forth in the summary attached to the resolution. Ms. Zmijanac noted that the officers had ratified the proposed terms and conditions of the amended agreement.

Therefore, the Performance Oversight Committee recommended the Board approve and ratify the proposed amended agreement between the Authority and the Police Association effective August 1, 2019 through July 31, 2024.

On behalf of the Performance Oversight Committee, Ms. Zmijanac respectfully requested approval of the resolution. It was moved, seconded and unanimously agreed that the resolution be approved as presented.

That concluded the report of the Performance Oversight Committee.

The Chair called on Mr. Tague for a report of the Planning and Stakeholder Relations Committee. Mr. Tague reported that the Planning and Stakeholder Relations Committee met last week and he had two items to report to the Board, including one resolution.

First Mr. Tague reported that Port Authority has developed its first Bus Stop and Street Design Guidelines. The Guidelines will provide a guide for the internal evaluation of bus stops and the creation of new stops. The goal is to improve the customer experience through safety, security and efficiency. The Guidelines will be posted on Port Authority's website. Mr. Tague acknowledged Mr. David Huffaker and Ms. Darcy Cleaver from our Planning and Development Division who worked hard to make this report happen.

The second item Mr. Tague reported on pertained to the CAT and ACTC Committees. The Committee for Accessible Transportation met in June. Mr. Huffaker presented the group with an update on the Bus Rapid Transit project. Ms. Melissa Girty provided the committee with an update related to braille plaques, digital signage and priority seating.

Mr. Tague noted that the Allegheny County Transit Council met last night. Ms. Kelleman spoke briefly about current news related to the direction of Port Authority. Mr. Huffaker provided a detailed presentation on BRT and other departmental initiatives,

Next, Mr. Tague presented a resolution to enter into a cooperation agreement with the Pittsburgh Downtown Partnership for the Downton Pittsburgh Mobility Plan Development. The Downtown Mobility Plan is a joint effort of PDP, Pittsburgh Department of Mobility Infrastructure, SPC and Port Authority. The plan will identify existing conditions and develop guidelines for the future of downtown mobility. This agreement will formalize the Authority's participation in the project. The project will begin in August and is expected to take 12 months.

On behalf of the Planning and Stakeholder Relations Committee, Mr. Tague respectfully requested approval of the resolution. It was moved, seconded and unanimously agreed that the resolution be approved as presented.

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

The Chair called on Ms. Liptak for the Technology Committee report. Ms. Liptak reported that the Committee met on Thursday, July 18, and she had two items to present to the Board. The first item was for support services for Authority's telephone system.

Ms. Liptak reported that the bid of Advent Communications had been determined to be the lowest responsive bid from a responsible bidder and the price to be fair and reasonable. The Technology Committee, therefore, recommended awarding the contract to Advent Communications to provide support services, in the amount of \$240,948.57.

On behalf of the Technology Committee, Ms. Liptak respectfully requested approval of the resolution. It was moved, seconded and unanimously agreed that the resolution be approved as presented.

Ms. Liptak stated that the final item is a request to extend and amend various agreements to provide information technology consulting services. The Authority currently utilizes a pool of firms to provide these services in a variety of categories. To date, the services performed by the contractors have been satisfactory and in compliance with the agreements. The Technology Committee therefore recommended exercising the final option year extending the Agreements until September 30, 2020, and increasing the total not-to-exceed amount by \$2,147,250.

On behalf of the Technology Committee, Ms. Liptak respectfully requested approval of the resolution. It was moved, seconded and unanimously agreed that the resolution be approved as presented.

Ms. Liptak concluded her report by thanking Port Authority's CIO, Jeffrey Devlin, for his team's efforts, under Katharine's leadership, and we look forward for more things ahead.

That concluded the report of the Technology Committee.

Under new business, Mr. Letwin presented two resolution for the Board's consideration.

The first resolution pertained to the Bus Rapid Transit project. Mr. Letwin reported that along with the County, City and URA, Port Authority has been engaged over the past several years in the planning and design of the BRT project to connect the central business district of the City with Oakland and other East End neighborhoods. In October of 2014, the parties entered into an MOU for the project under which an Alternatives Analysis, a final National Environmental Policy Act study and preliminary design work was completed as part of efforts to seek Federal Transit Administration (FTA) funding for construction of the BRT project.

To further advance the project, the parties wish to terminate that existing MOU and replace it with a Cooperation Agreement that defines additional responsibilities and cooperative efforts among the parties, including identifying Port Authority as the grantee for the FTA funding efforts and designating the Authority as the lead agency to oversee final design and construction of the BRT project.

Mr. Letwin requested approval of the proposed Cooperation Agreement that was included in the Board packet and approval of the resolution. It was moved, seconded and unanimously agreed that the resolution be approved as presented.

Mr. Letwin thanked Board member, Ann Ogoreuc, for her continued involvement in the project.

Mr. Letwin stated that the second item under New Business is a resolution that seeks to extend and amend Port Authority's contract with DQE Communications, LLC for its provision of Wide Area Network Fiber Optics Connectivity Services. Mr. Letwin explained that Port Authority has an existing contract with DQE that currently ends on August 6, 2019, and the total not-to-exceed amount of that contract is \$948,600. Following approval of a contract in May 2019, Port Authority is in the process of transitioning to a new Wide Area Network Services provider. In order to maintain the existing WAN services while the transition is completed, and in order to maintain a backup system for emergency operations, Port Authority proposes to extend and amend the contract with DQE to extend the term for one year through August 6, 2020, and to increase the total not-to-exceed amount from \$948,600 to \$1,138,720.

Mr. Letwin requested approval of the resolution. It was moved, seconded and unanimously agreed that the resolution be approved as presented

Mr. Letwin thanked DQE at this time for working with us on this and believes that it shows their continued professionalism and commitment to the community.

Also under New Business, Mr. Letwin stated that he believes this County has been greatly served by the increasing involvement of women in leadership positions in the County. In most of our major authorities, and a lot of our agencies and organizations, women are heading the leadership positions.

He congratulated Ms. Kelleman and Ms. Liptak, who were featured in Pittsburgh Magazine and recognized as being two women who have had a significant impact on our community, especially involving Port Authority.

Two speakers then addressed the Board. The first speaker, Mr. Quincy Kofi Swatson, announced that he is a life-long resident of the North Side and currently running for City Council in his district. His remarks pertained to the number of residents of the North Side who depend heavily on cars. He stated that he would like to change our region and his district, in particular, to be able to depend more on public transportation.

The second speaker, Mr. David Tessitor, addressed the Board pertaining to the Morningside area. Mr. Tessitor gave examples of how the buses could be better detoured through the area.

There being no further business, the meeting was adjourned.

The next Regular Meeting of the Board will be Friday, September 27, 2019.

Approved