

PORT AUTHORITY OF ALLEGHENY COUNTY  
MINUTES OF THE REGULAR BOARD MEETING  
FRIDAY, JULY 27, 2012

The Regular Meeting of the Board of Port Authority of Allegheny County was held on Friday, July 27, 2012 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:**

John A. Brooks, Chairman  
Guy Mattola  
Jeff Letwin  
Amanda Green Hawkins  
Joe Brimmeier  
Eddie Edwards (via phone)  
Dean Richardson, General Counsel

**Media:**

Lauren Daley, City Paper

**Port Authority Staff:**

Stephen Bland, chief executive officer, Bill Miller, Bus Operations officer, Mike Cetra, assistant general manager Legal and Corporate Services, Wendy Stern, assistant general manager Planning and Development, Tawnya Moore-McGee, assistant general manager Human Resources, Tony Trona, director Purchasing and Materials Management, Jim Ritchie, Communications officer, Brenda Fink, director Internal Audit, Fred Mergner, assistant manager Scheduling, John DeAngelis, director Contract Administrator, Tom Noll, director Technical Support and Capital Programs, Deborah Skillings, Community Outreach coordinator, Dan DeBone, Community and Government Relations Officer, Heather Pharo, Public Relations & Communications Coordinator, Shelagh Joyce, Marketing and Communications intern, Jeff David, Environmental intern, Liza Fuller, manager Capital Programs, Rachel Foster, Engineering intern, William Wagner, Detective Port Authority Police, Diane Williamson, executive assistant

**Other**

Linda Hoffman, Speaker	Felicia Thomas, Sci-Tek Consultants
Karen Hoesch, ACCESS	John Tague, CAT
Holly Dick, ACCESS	Austin Davis, County Executive's Office
Jim Robinson, ACTC President	Carolyn Lenigan
Jonathan Robison, ACTC	Bill Heltzel, Public Service
Joan Natko, ACTC	Aaron Pittman, County Council
Joe Bianco, M.E.C.	
Annette Kroll	
Glenn Walsh	
Kevin Wagstaff, PWWG	

The Chairman called the meeting to order and recommendation was made for approval of the minutes of the June 22, 2012 Regular Board Meeting. The motion was moved, seconded and passed.

The Chairman called on Ms. Linda Hoffman for a report on the Beechview T-stop closures. Ms. Hoffman reported that on July 18, there was a community meeting with Mr. Steve Bland and other staff members. In attendance at the meeting were a number of representatives of Beechview,

specifically those who live around the Coast T-stop. The concern of the residence near the stop is the closing of the Coast stop. Ms. Hoffman presented a report highlighting the topography in the Beechview area reporting that the grades of the hills within Beechview are substantial, noting that it is the highest point in Pittsburgh. The individuals who have to travel up the hill in order to get to the other designated areas have a long haul to make, especially in the wintertime making it even more difficult to transverse across the hill.

Ms. Hoffman indicated that the proposed stop to be closed was the Hampshire stop since it is close to the Fallowfield stop, but for some reason, the Hampshire stop was saved and the Coast stop was closed. The Fallowfield stop has a platform and is used more frequently than the Hampshire stop because of the convenience of entering the T from a platform.

Ms. Hoffman continued reporting that there was a broadcast two years ago about the dangers of Beechview's hills between the Coast area and the other two T-stops. Ms. Hoffman also noted that the Coast stop is a five-way stop citing a number of publications from the Transportation Research Board, published in the last number of years, that specifically say that any five-point stop is a dangerous area and she herself has witnessed operators traveling over the speed limit by at least 10 miles per hour because they don't have to stop now.

Ms. Hoffman ended her report by asking the Board to reconsider re-opening the Coast stop for safety concerns.

The Chairman called on Mr. Jonathan Robison for a report. Mr. Robison reported that he has rejoined ACTC after his second one-year sabbatical and was chosen for the vacant position of vice president working with President, Jim Robinson. Mr. Robison said that he shares the cautious optimism about the funding that we need to prevent the service cuts. In fact, his rejoining is basically an act of faith that we will prevent the service cuts and retain the transit system.

Mr. Robison wanted to relay two policy concerns that ACTC's Policy Committee voted to recommend.

The first issue is that every community with a substantial demand for service should have at least minimal service. That means they might not have enough people for a bus every hour, but they can still support three or four buses a day. That is a policy implementation that will require defining "substantial" support and "minimal," as well as a modest amount of money.

The second issue is that if Port Authority is going to discontinue some stops because people can always walk three or four blocks to a nearby one, there should be minimal local service on that line that will serve every stop for people that cannot walk three blocks.

Mr. Robison then recommended that we use PAT and not Port Authority. Pittsburgh is a major inland port and it gets confusing. Mr. Robison concluded his report by saying that he is not suggesting we repaint all of our buses or signs to reflect the change, but when new buses arrive, they should simply say PAT.

The Chairman then called on Mr. Bland for a report.

Mr. Bland reported that this is the last scheduled Board meeting before the September service cuts but is hopeful that we will be scheduling a special meeting of the Board between now and then.

He continued reporting that there is a huge amount of interest and concern about the pending service reductions scheduled for September, and quite a few people are investing an awful lot of energy to avoid them. As previously reported, discussions started up several weeks ago under the leadership of Allegheny County Executive, Rich Fitzgerald, to seek possible solutions to our FY 2013 Operating deficit in a manner that would allow current service levels to be sustained. Those talks continue and involve the State, Allegheny County, Port Authority management, as well as ATU Local 85 leadership.

Mr. Bland said that at this point he remains optimistic that a solution can be reached in time to avoid the service cuts and reassured everyone that the parties will continue to meet. Beyond that, it is important that we all honor our agreement not to discuss any details until there is something of significance and substance to report publicly by all four parties. It is fair to say that everyone at that table, the State, County, Port Authority management, as well as ATU, are working very hard to avoid the 35 percent service cuts, and that is the ultimate goal. As we all know, those cuts would be devastating to the community. As reported last month, Mr. Bland reiterated that the cuts can still be avoided but we are clearly running short of precious time.

Although our scheduled service cuts would not go into effect until September 2, 2012, the challenge of maintaining our current service level grows with every passing day. That is due, in part, to the abnormally high number of retirements we have had this year attributed to the uncertainty of our situation.

Mr. Bland reported that we currently have about 60 openings in our Operating Division. As Mr. Bill Miller, Port Authority's Chief Operations Officer, can attest to, every day it gets a little harder filling open work and open shifts and maintaining the high level of service integrity that people in the Pittsburgh region are used to. It is a difficult situation to overcome, both from a management perspective and for those employees that remain. We have an awful lot of people putting in an awful lot of overtime just to sustain the current level of service. So far, everyone involved from management to ATU Local 85 leadership, and most especially, our Operating employees, have gone well above and beyond the call of duty to keep services as reliable as possible, just another reason to push us to resolve the funding issue sooner than later.

Mr. Bland concluded his report by announcing that this is Ms. Tawnya Moore-McGee's last day at Port Authority. Tawnya accepted a leadership position at our sister agency, the Washington Metropolitan Area Transit Authority in Washington, DC. On a personal note, Mr. Bland said that in addition to being the consummate professional, Tawnya has been a valued confidant and a terrific advisor. She has always handled the toughest situations, not only with skill and professionalism, but with grace, style and confidence, and we are truly going to miss that.

The Chairman thanked Ms. Moore-McGee for her service.

This concluded Mr. Bland's report.

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

Mr. Letwin reported that a meeting of the Performance Oversight Committee was held on Wednesday, July 18, and the notes from the previous meeting were approved by the committee.

The committee reviewed four resolutions that are being recommended by the Performance Oversight Committee for approval.

The committee first reviewed five procurement actions listed in the Board packet for a total amount of \$1,779,226. The Performance Oversight Committee found these bids to have been submitted 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 amount of \$1,779,226.

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

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

The next resolution reviewed by the Performance Oversight Committee authorizes the Authority to award construction contract LRT-12-03, Stage One Substations Bus Duct Replacement project. The contract provides for replacement of the secondary bus ducts for the transformers at several substations. The work includes demolition of existing bus ducts; fabrication and installation of new bus ducts; and testing of new bus ducts, existing transformers, cables and switchgears.

After review of the bids by staff of the Authority and its Legal counsel, it was determined that the bid from Merit Electrical Group, in the amount of \$947,900, is the lowest responsive bid from a responsible bidder meeting the Authority's specifications for the contract. The Performance Oversight Committee recommends that the contract be awarded to Merit Electrical Group in the amount of \$947,900, subject to completing the pre-award requirements.

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

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

The next resolution reviewed by the Performance Oversight Committee authorizes the Authority to award construction contract LRT-12-04 for Warrington Avenue Rehabilitation from Haberman Avenue to Arlington Avenue project. As a joint project with the City of Pittsburgh, through a cooperation and reimbursement agreement, this contract provides for the rehabilitation of approximately 3,090 feet of pavement on Warrington Avenue.

After review of the bids by Port Authority staff and its Legal counsel, it was determined that the bid of Gulisek Construction Company in the amount of \$2,231,475.50 is the lowest responsive bid meeting the Authority's specifications for the contract. The Performance Oversight Committee recommends that the contract be awarded to Gulisek Construction Company in such amount, subject to completing pre-award requirements.

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

It was moved by Mr. Brimmeier, seconded by Ms. Green Hawkins, and unanimously agreed that the resolution be approved as presented.

The final resolution reviewed by the Performance Oversight Committee authorizes the Authority to enter into agreements to provide architectural design services. The Authority requires a pool of up to two firms to provide architectural design services on an as-needed basis through task specific work orders. An Evaluation Committee was convened to evaluate the proposals received and recommend the top-rated proposers to perform the services. As a result of the proposals and the interviews, the Evaluation Committee identified DRS Architects and Maynes Associates Architects, LLC, as the proposals to perform the services. The total not-to-exceed amount recommended for approval for services is \$3.5 million and is allocated by the Authority on an as-needed basis through task specific work orders among the pool of two firms. The agreement will be for a three-year period with the option of extending the agreement up to an additional two years at the sole discretion of the Board.

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

It was moved by Mr. Mattola, seconded by Ms. Green Hawkins, and unanimously agreed that the resolution be approved as presented.

Mr. Letwin then reported that the financial statements were presented at the meeting of the Performance Oversight Committee. It was reported that passenger revenue for FY 2012 is up \$3,329,781, reflecting a ridership increase of 3.15 percent over FY 2011. Operating income through June is up approximately \$3,866,546 million over budget. As of June 30, FY 2012 expenses are favorable to budget by \$17.5 million, mostly as a result of Highmark's healthcare premium freeze and locks on utilities and diesel fuel, as well as general cost controls across the organization. We are projected year-end to have a \$4,285,892 surplus.

The Cash Flow Statement for the month ending June 30, 2012 was also reviewed by the Performance Oversight Committee. It was reported that cash on-hand totaled \$18,078,000. It was also reported at the meeting that the FY 2013 line of credit was funded on July 3, 2012.

Dan Hauber, project manager for PENNDOT's Rail Transit Safety Review Program, provided the committee with an overview of the program that provides statewide safety oversight for light rail, busway, and incline operations and maintenance activities, as well as the stations and maintenance facilities related to those modes of transportation. Mr. Hauber then provided some details about the results of Port Authority's 2011 audit report. He reported that program concerns about the reportable incidents, and structural challenges continue to be timely and properly addressed by the Authority's System Safety, Transit Police Operations, and Facilities personnel. He also directed the committee's attention to the full 2011 report that was included in the July Performance Oversight Committee packet for further details on open and closed finding for calendar year 2011.

This concluded the report of the Performance Oversight Committee.

The Chairman called on Mr. Guy Mattola for a report of the Planning and Development Committee.

Mr. Mattola reported that although the Planning and Development Committee did not meet this month, he does have some new business to offer for Board consideration. Rather than wait until the new business portion of the meeting, Mr. Mattola presented these items as part of the Planning and Development Committee report. Mr. Mattola reported that PENNDOT has identified a one-term supplemental funding that will enable ACCESS to maintain its current level of service through at least September 1, 2013. This funding is made available through the Federal Job Access and Reverse

Commute, or JARC, and the New Freedom Programs, both of which are matched by PENNDOT. As reported last month, our current budget calls for a 35 percent reduction of our fixed route system and severely reduces ACCESS service hours and service area starting on September 2, 2012.

This funding temporarily prevents the cuts in the ACCESS Program that would have left so many people with disabilities in Allegheny County without transportation options. Now the disability community can focus on advocating for a long-term solution for ACCESS funding and for transit funding that also protects bus and light rail routes, as both are critical to people with disabilities. The identification of this funding followed a legislative initiative to add Allegheny County to the list of eligible counties in the State for Persons with Disabilities Shared Ride Program. Although this effort could not be finalized prior to the end of the legislative session earlier this month, it raised awareness and prompted others to seek solutions.

Although there are so many people to thank, and we will formally thank them in a public release later today, Mr. Mattola thanked PENNDOT, Allegheny County Chief Executive, Rich Fitzgerald, State Representatives, Randy Vulakovich and Dom Costa, and the entire Allegheny County legislative delegation that supported efforts to maintain viable transportation options for seniors and riders with disabilities throughout Allegheny County.

At this time, Mr. Mattola presented two resolutions that have been included in the July Board packet. The first resolution authorizes the Authority to adopt a revised Operating Budget for the fiscal year beginning July 1, 2012 and ending August 31, 2013.

On behalf of the Planning and Development Committee, Mr. Mattola respectfully requested approval of the resolution as presented.

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

The second resolution requests authorization to maintain current service levels of the Authority's ACCESS Program through August 31, 2013, with the hope that a permanent funding solution will be in place by that time avoiding the reductions altogether.

On behalf of the Planning and Development Committee, Mr. Mattola respectfully requested approval of the resolution as presented.

It was moved by Mr. Brimmeier, seconded by Ms. Green Hawkins, and unanimously agreed that the resolution be approved as presented.

That concluded the report of the Planning and Development Committee.

There is no report from the Stakeholders Relations Committee.

The Chairman reported that with the recent changes in Board composition and membership, the Governance Committee believes that a reduced number of standing committees will allow for fuller member involvement in detailed discussion of issues of strategic importance to the Authority.

The Governance Committee recommends consolidating the functions and responsibilities of the currently separate Planning and Development Committee and External/Stakeholder Relations

Committee into one merged Planning and Stakeholder Relations Committee to allow for more comprehensive utilization of the stakeholder relationships built up over the past several years by the External/Stakeholder Relations Committee. Consolidation of these committees into one merged committee will allow member talents and resources to be more effectively and comprehensively deployed in planning for the future and long-term sustainability of the Authority.

Mr. Brooks noted that the functions and responsibilities of the existing Governance Committee and Performance Oversight and Monitoring Committee will remain unchanged.

On behalf of the Governance Committee, Mr. Brooks respectfully requested approval of the resolution as presented.

It was moved by Ms. Green Hawkins, seconded by Mr. Brimmeier, and unanimously agreed that the resolution be approved as presented.

There being no further business, the meeting was adjourned.

The next Regular Meeting of the Board will be Friday, September 28, 2012.