

PORT AUTHORITY OF ALLEGHENY COUNTY
MINUTES OF THE REGULAR BOARD MEETING
FRIDAY, OCTOBER 28, 2016

The Regular Meeting of the Board of Port Authority of Allegheny County was held on Friday, October 28, 2016 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, Chair
Jeff Letwin
John Tague
Rob Vescio
D. Raja
Michelle Zmijanac
Senator Jim Brewster
Representative Dom Costa
Rob Kania
Joel Lennen, General Counsel

Media:

Mike Walton, Trib
Ed Blazina, Post-Gazette
Sarah Hughes, The Incline
Luke Travis, Pittsburgh City Paper
Ryan Deto, Pittsburgh City Paper

Port Authority Staff:

Ellen McLean, chief executive officer, Bill Miller, chief operations officer, Jim Ritchie, Communications officer, Pete Schenk, chief financial officer, Keith Wargo, assistant general manager Engineering and Technical Support, Barry Adams, assistant general manager Human Resources, Mike Cetra, assistant general manager Legal and Corporate Services, Breen Masciotra, Communications coordinator, Ed Typanski, director Grants and Capital Programs, Catherine Terrill, Professional Services contract specialist, Tom Noll, director Technical Support & Capital Projects, Jerimaine Ward, Sr. Professional Services contract specialist, Robert Sechler, Professional Services contract specialist, Sheila Dillard, director Internal Audit, Tony Trona, director Purchasing and Materials Management, Andrea Elcock, Community Planning coordinator Adam Brandolph, Public Relations representative, Deborah Skillings, Community Outreach coordinator, Amy Silbermann, data analyst, Diane Williamson, executive assistant.

Other

Jim Robinson, ACTC President, Molly Nichols, PPT, Carolyn Lenigan, Joan Natko, ACTC, Glenn Walsh, Mike Moorman, WSP Parsons, Judith Andersen, WSP/Parsons, Henry Nutbrown, Jacobs Engineering, Lakeisha Bigham, Mifflin Estates, Annmarie Rodriguez, Mifflin Estates, Kandis Greer, Mifflin Estates, Carol Hardeman, HDCG, Lynn Colosi, JRA Development, Herky Pollock, Tom Hartswick, Castle Shannon, Zrandria Greenley, Mifflin Estates, John Wejtagna, GAI, Patty Folan, GAI, Chandana Cherukupalli, PPT, Timeena Hudson, Mifflin Estates, Nana Howard, Donna Terry, Mifflin Estates, Carolyn Williams, Paul Vietmeier.

The Chairman called the meeting to order. Following recital of the pledge of allegiance, a recommendation was made for approval of the minutes of the September 23, 2016 Regular Meeting. A motion was moved, seconded and passed.

The Chairman called on Ms. McLean for a report from the chief executive officer. Ms. McLean provided an update on where we are as we prepare for our January 1 fare policy change. She reported that last month we surveyed more than 700 riders at select bus stops and light rail stations to gauge how much we've done and how much more we need to do to promote the changes. According to the study, eight percent of riders surveyed still used cash, 79 percent used ConnectCards and another 13 percent were a mix of the free fare, seniors or student IDs and others. 80 percent of that selected group said that they were generally aware that changes were coming but didn't necessarily know the details, while 60 percent of another group said they were both aware and knew more of the details. So while we've done a lot to promote the changes, there still remains work to be done to be sure that everyone is prepared for January 1. So over the next two months, the Communications and Marketing group will be rolling out a broad marketing campaign to make sure that happens. The plan is comprehensive and includes on-bus audio messages, take-one care, advertisements in local papers, social media campaigns, billboards, bus wraps and more. We'll even have teams of people on the streets reminding people about the changes.

Ms. McLean concluded her remarks by stating that our hope is that before the end of the year, riders are sick of hearing about the changes and at least then we'll know that we've gotten to everyone. People can visit simple.portauthority.org to find out more or you can send an email to farepolicy@portauthority.org and we will respond.

That concluded the report of the chief executive officer.

Mr. Hurley commended Ms. McLean and staff for doing a fabulous job of helping us through this fare policy change. He believes it is going to have a great impact on the system overall and hopefully increase ridership in areas that previously paid more.

Before calling on the public for comment, the Chairman noted that we have a lot of folks from a new location, Mifflin Estates, on the agenda. He reminded everyone that the Board will allot three minutes to speak and the Board generally does not interact with speakers.

The Chairman called on the first speaker, Ms. Donna Terry from Garfield. Ms. Terry thanked everyone responsible for giving our neighborhood the Garfield bus on Saturdays and the 79 bus back. We had a big celebration in September and it was overwhelming. I would also like to urge you to take consideration of the residents of West Mifflin.

The next speaker was Ms. Maria Green a resident of Mifflin Estates. Ms. Green explained the hardships she and her neighbors have to face without bus service in their community. She explained how people need the bus for work and getting to the grocery store.

The next speaker was Ms. Joella Foglia, also a resident of Mifflin Estates for 13 years. She described the hardships of being a single mother of two children. Ms. Foglia stated that she is fortunate to have a good job which enables her to support her family, but unfortunately, she shared with the Board pictures of the one-mile hill she has to walk at night. Ms. Foglia noted that they live in a beautiful community and West Mifflin is a really good school for our children. But our whole lives have changed because we do not have our bus.

The next speaker Ms. Starr Magwood, also from Mifflin Estates and has lived there since 2009. In 2011, she was devastated when they were talking about taking away the buses. She said that as a single mother, it is hard because we do not have a way to connect with the outside world for doctor appointments, shopping, museums, or even to a movie. She noted that she wants to work and public transportation is something everyone needs.

The next speaker, Ms. Timeena Hudson, also from Mifflin Estates, stated that it is really important for us to get our buses back. She noted that it is dangerous for the residents to walk up the hill with no sidewalks and is safer and less expensive to get on a Port Authority bus than it is to get into someone's car that you do not know.

The next speaker was Ms. Annmarie Rodriguez from West Mifflin Estates. She stated that when she first moved there in 2001, there were two buses running at that time. She does not have a car and has to send her 17 year-old daughter in an Uber from work at 10:00 at night. She said at least she knew her daughter was safe if she is on a bus. Ms. Rodriguez also explained how hard it is to walk a mile up the hill in the dark with no sidewalks.

The Chairman called on the next speaker, Ms. Chandana Cherukupalli, the new community organizer with Pittsburghers for Public Transit who reiterated Ms. Donna Terry's remarks regarding the bus service celebration on Saturday, October 8. She stated that we marked the extension of the 79 in Penn Hills and restored weekend service on the 89 in Garfield. We had over 75 residents and supporters come. They filled the Kelly-Strayhorn Theater to commemorate the success and to share their experiences before and after the restored service. The residents talked about the difference having access to transit in living their lives, and after a year of campaigning, they can now live their lives and don't have to depend on others and struggle to meet basic daily needs.

Ms. Cherukupalli further stated that, however, as you have heard from a lot of folks here today, there are still many communities that are in need of transit and are stranded in transit deserts. Transit and mobility are human rights, and everybody deserves to have access to them. If our region cares about equity, residents must have these basic rights met.

Ms. Cherukupalli stated that as a member of PPT and a resident of Allegheny County, she stands with the folks in Mifflin Estates campaigning for bus service to their community. She also stands with residents in the Hill District who are looking to have better access to transit long term in their community.

In regard to the BRT project, she stated that PPT sees that Port Authority is selecting a consultant that's going to be working on community engagement, and we expect that they engage all the riders in that corridor for input on what the project should look like because it will affect all riders and not just the residents in uptown and Oakland.

Her final comment related to the sign-up process to speak at Board meetings. She noted that having a deadline that's a week before the actual board meeting date makes it really difficult to have public comment. Because as you can see from the list, there were a lot of people who

wanted to come and speak, but things happen in their lives last minute and it is hard to adjust the list if that is the case.

Mr. Hurley called on the final speaker, Ms. Carol Hardeman from the Hill District Consensus Group. On behalf of the residents of the Hill District, Ms. Hardeman requested more frequent service in the bus route along Wylie and Webster Avenues. The length of time between the 83 Bedford, which is around 35 minutes, and every hour on Sunday and holidays, is too long for people to wait on service. She noted that the regular bus service and route cuts have become a bothersome issue for the Hills District commuters.

Also, she stated that there's a large amount of residents who rely on public transit for traveling to and from work, school, grocery shopping, medical appointments, church and family. In conclusion, she stated that they are asking for shorter wait times for the 83 Bedford Hills bus, a return to the loop bus to Mercy Hospital Mondays through Fridays and the church loop bus on Sundays.

That concluded the public comment period.

The 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, October 20, 2016, and the minutes from the previous meeting were approved by the Committee.

The financial results for the month of September 2016 were reported at the meeting. It was reported that the total operating income was \$128,352 ahead of budget due to passenger revenue and advertising revenue exceeding budget. Total operating expenses were approximately \$2.47 million under budget predominantly due to vacant positions and lower diesel fuel expense. Total operating subsidies for the month were \$2.42 million under budget due to a timing issue with preventive maintenance invoicing.

From a year to year perspective, for the first quarter, it was reported that the total operating income was under last year by \$899,844 predominantly due to passenger revenue falling below last fiscal year's levels. Total operating expenses for the first quarter versus last fiscal year were \$654,715 higher due to higher employee benefits. Total operating subsidies were ahead of last fiscal year by \$529,861 due to higher State operating assistance.

There were four resolutions reviewed at the meeting by the Performance Oversight Committee for consideration by the Board.

Mr. Letwin reported that the Committee first reviewed three procurement actions and found the 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 therefore recommends for award the three items outlined in the resolution in the total amount of \$958,846.06.

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

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

Mr. Letwin stated that the next resolution authorizes the settlement of a public liability claim. It was reported at the meeting that an accident involving a Port Authority bus occurred on August 1, 2011 at Penn Avenue and 10th Street near the David L. Lawrence Convention Center. Ms. Jenny Brewer began crossing Penn Avenue when she was struck by the bus. Ms. Brewer suffered various alleged injuries as a result of the accident.

In February 2016, Ms. Brewer and her husband filed suit in the Court of Common Pleas of Allegheny County against the Authority and the bus operator seeking monetary recovery for injuries and damages allegedly sustained as a result of the accident. The parties have reached an amicable settlement agreement in the total amount of \$110,000.

The Performance Oversight Committee recommends authorizing the Authority to pay the not-to-exceed amount of \$110,000 to fully and finally settle this claim.

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

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

Mr. Letwin stated that the next resolution authorizes the Authority to award a construction contract to replace the emergency telephone system on Port Authority's Light Rail Transit System at the Central Business District Tunnel, Panhandle Bridge and the Mt. Washington and Mt. Lebanon Tunnels. Bid documents were prepared and publicly advertised and six bids were received. After review of the bids, it was determined that the bid of Wellington Power Corporation, in the amount of \$279,700, is the lowest responsive bid from a responsible bidder meeting the specifications for the contract.

The Performance Oversight Committee recommends that the Board award the contract to Wellington Power Corporation, in the amount of \$279,700, subject to completing all pre-award requirements.

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

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

Mr. Letwin reported that the final resolution seeks authorization to award an electrical construction contract to upgrade the lighting on Port Authority's busways and at the South Hills Village Rail Center. It was reported that to perform the work, bid documents were prepared and publicly advertised and eight bids were received. After review of the bids, it was determined

that the bid of Merit Electrical Group, Inc., in the amount of \$829,000, is the lowest responsive bid from a responsible bidder meeting the specifications for the contract.

The Performance Oversight Committee recommends that the contract be awarded to Merit Electrical Group Inc., in the amount of \$829,000, subject to completing all pre-award requirements.

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

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

Mr. Letwin also reported that the Director of Internal Audit provided the Committee a report on the results of an audit of the FY 2016 Annual Physical Inventory. It was noted at the meeting that the audit showed improvement from last year. The audit team made recommendations to further improve internal controls and business processes going forward.

That 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 the Committee met on October 20 and reviewed five resolutions for consideration by the Board.

Mr. Tague stated that staff first presented on the Transit Oriented Development and explained how the proposed general planning services agreement would support our efforts to attract and work with developers along with other related station improvement efforts. It was reported that the general planning services agreement provides for services in three categories: urban planning; economic analysis; and environmental planning.

Mr. Tague reported that the resolution would authorize the Authority to enter into an agreement with the Community Solutions Group, a GAI Consultants, Inc., Service Group, to provide services in all three categories and with Parsons Brinckerhoff, Inc. to provide service for the urban planning services category. The agreements have a not-to-exceed amount of \$3,080,000 for the initial four-year term with one option year.

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.

Mr. Tague stated that the Committee next reviewed and discussed the Authority's proposed strategic initiative document, which provides an overview of the agency's efforts for the fiscal 2016 to 2021 and the goals and strategies to achieve the identified initiatives.

This resolution would approve adoption of the FY 2017-2021 strategic initiatives document as of November 1, 2016. The Board reserves the power to, at any time, make revisions or amendments to the document for any reason.

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.

Next, Mr. Tague stated that the Committee was given a presentation of the Shannon Transit Village project by the Shannon Transit Village Development Team. The project will be constructed on a 6.3-acre lot at the Castle Shannon Park and Ride Lot across from the Authority's light rail station. The lot currently has 507 parking spaces.

The Authority initially entered into an exclusive lease negotiation in 2009 with Shannon Transit Village, L.P., which had the highest rated responsive proposal. The developer proposed to build the Shannon Transit Village, which is mixed use development that includes 152 apartments in an eight-story building along with ground level retail. The original project plan also included a two-story parking facility. The developer and the Authority earlier this year negotiated a proposed lease for the site. In 2015, FTA provided the Authority with written concurrence to proceed with the project and enter into the lease.

The Board, in March, authorized the Authority to enter into that lease. However, following Board approval but before final execution of the lease, the developer advised the Authority that it proposed a material change to the project, which was to modify the original planned two-story parking deck structure to a four-story structure. Subsequently, the Authority and developer have renegotiated the lease to reflect the proposed changes. On October 7, the FTA provided the Authority with written concurrence to enter into the amended lease. Mr. Tague stated that this resolution authorizes the Authority to enter into the amended lease with Shannon Transit Village, L.P.

On behalf of the Planning and Stakeholder Relations Committee, Mr. Tague respectfully requested approval of the resolution.

Before the vote was taken, Mr. Hurley stated that he wanted to make note that in his professional life, he will be reviewing this project for funding in a number of categories that the county will assist with. He has clarified with legal counsel that there are no conflicts of interest, as there is no direct involvement of funding from his agency, which is the Allegheny County Department of Economic Development. He then asked for a motion to approve the resolution as presented by Mr. Tague.

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

Mr. Tague reported that the next resolution would provide for an easement agreement that is required to move forward with the construction of the new bus station at the intersection of Fifth Avenue and Atwood Street in Oakland. The proposed station would be an open-air, steel

and glass structure that would measure about 19 feet wide and 107 feet long. The station would be on the property owned by Children's Hospital of Pittsburgh of UPMC.

To advance this project, the Authority and UPMC have negotiated an easement agreement, the material terms of which are included in your packet as Exhibit A to the resolution. This resolution would authorize the Authority to enter into the Station Easement Agreement with UPMC.

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.

Mr. Tague stated that the final resolution would provide a contractor for the Bus Rapid Transit project management and engineering services. The proposed work consists of overseeing and directing efforts towards completing the NEPA review and identifying the local preferred alternative, completing a preliminary engineering to support a federal final design and construction grant application and supporting a variety of other related project tasks.

This resolution would authorize the Authority to enter into an agreement with CDM Smith to provide services in an amount not-to-exceed \$3.4 million for an initial two-year period with one option year.

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.

There was no further business to conduct.

The next Regular Meeting of the Board will be Friday, November 18, 2016.

The meeting was adjourned.