

PERFORMANCE OVERSIGHT COMMITTEE MEETING

Thursday, February 15, 2018

The meeting was called to order at 9:00 a.m. in Port Authority's Neal H. Holmes Board Room located on the fifth floor of the Heinz 57 Center with the following in attendance:

Board Committee Members

Michelle Zmijanac, Chair
Jennifer Liptak

Other Board Member

John Tague
Ann Ogoreuc

1. Approval of Minutes:

Minutes from the January 18, 2018 Performance Oversight Committee meeting were approved.

2. Proposed Resolutions:

There were three resolutions reviewed by the Performance Oversight Committee for recommendation.

Mr. Trona first reviewed eight procurement items and the Committee found the bids to be in accordance with the Authority's procurement policies and procedures, the prices to be fair and reasonable, and the bidders to be responsive and responsible.

The Performance Oversight Committee agreed to recommend the eight items outlined in the resolution for award for the total amount of \$2.5 million.

Mr. Wargo presented the next resolution requesting authorization to award a construction contract for the South Hills Junction Roof Preservation project. The contractor will renovate and preserve the existing metal roofs on Port Authority's South Hills Junction Buildings 2, 4 and 5 and replace metal walkways, access ladders, flashings, gutters and downspouts.

Mr. Wargo reported that bid documents were prepared and publicly advertised and five bids were received. After review of the bids by staff and counsel, it has been determined that the bid of Schultheis Roofing, Inc., in the amount of \$887,135.00, is the lowest responsive bid from a responsible bidder meeting the Authority's specifications for the contract.

The Performance Oversight Committee agreed to recommend that the contract be awarded to Schultheis Roofing in that amount.

Mr. Schenk presented the final resolution to the Committee requesting authorization to enter into an agreement for PeopleSoft Human Capital Management System Upgrade Services.

The contractor would be responsible for developing implementation options, detailed project plans, resource plans, schedules, training and supporting strategies to improve the Authority's PeopleSoft based Human Capital Management System, and to implement selected customizations and modifications.

Mr. Schenk reported that a request for proposals was prepared and publicly advertised and six proposals were received. The proposal submitted by GNC Consulting, Inc. has been determined to be the highest rated proposal for the performance of the services. A total not-to-exceed amount of up to \$1,418,642 was recommended for approval.

The Performance Oversight Committee agreed to recommend the award of this contract to GNC Consulting, Inc., in the amount of \$1,418,642.

3. Financial Report:

Mr. Schenk reported that total operating revenues through January for FY 2018 were approximately \$4.38 million higher than budget mainly due to higher passenger revenues. He also reported that total expenses for the fiscal year were approximately \$12.7 million under budget and total subsidies were approximately \$345,000 under budget, which is a timing issue.

With no further business, the meeting was adjourned.