

PORT AUTHORITY OF ALLEGHENY COUNTY
MINUTES OF THE REGULAR BOARD MEETING
FRIDAY, MARCH 23, 2018

The Regular Meeting of the Board of Port Authority of Allegheny County was held on Friday, March 23, 2018, 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
Senator Jim Brewster
Representative Dom Costa
Ann Ogoreuc
John Tague
Rob Kania
Stephanie Turman
Joel Lennen, General Counsel

Media

Ed Blazina, Post-Gazette
Theresa Clift, Tribune Review

Port Authority Staff:

Katharine Kelleman, chief executive officer; Bill Miller, chief operations officer; Keith Wargo, assistant general manager Engineering and Technical Support; Barry Adams, assistant general manager Human Resources; Jim Ritchie, assistant general manager Marketing, Planning and Communications; Ed Typanski, director Grants and Capital Programs; Qazi Zahra, data analyst; Catherine Terrill, Professional Services contract specialist; Jerimaine Ward, manager Contract Administration; Fred Mergner, assistant manager Scheduling and Service Planning; Adam Brandolph, Public Relations representative; Deborah Skillings, Community Outreach representative; Missy Rubin, Public Relations coordinator; John DeAngelis, manager Contract Administrator; Breen Masciotra, TOD Project Manager; Darcy Cleaver, assistant manager Passenger Amenities; Mike Compel, manager Bus Operations; Amelia Keys, AFC Department; Diane Williamson, executive assistant.

Other

Carolyn Lenigan; Chandana Cherukupalli, Pittsburghers for Public Transit; Jim Robinson, ACTC; James Love, speaker; Brian Scholl, SAI; Laura Wiens, PPT; Glenn Walsh; R. Robyak, MSI, LLC
Kathryn Schlesinger, PCRG.

The Chair called the March 23, 2018 Regular Meeting of the Board to order.

After the recital of the pledge of allegiance, a recommendation was made for approval of the minutes of the February 23, 2018 Regular Meeting. A motion was made, seconded and unanimously passed.

The Chair called on Ms. Kelleman for a report of the Chief Executive Officer. Ms. Kelleman opened by remembering Port Authority retirees who have passed away this last month, operator, Thurman Kiefer and heavy equipment maintainer, Norman Geeger.

After a moment of silence for the retirees and their families, Ms. Kelleman stated that when she was hired, the Board made it very clear that there were a few items of priority, both to the Board, our

community and elected officials. One was the service options related to BRT and one was options to fare enforcement on the light rail.

First, Ms. Kelleman gave an update on BRT. She reported that since arriving in Pittsburgh, she has heard a lot of feedback on this issue, not just in the Mon Valley, but throughout the system. She has heard from community members that what we had delivered did not meet their expectations. She has also heard from our elected officials, Representative Paul Costa, Senator Jim Brewster, who sits on the Board, Senator Jay Costa, and newly-elected Representative Austin Davis. We have heard from our County Executive's office as well that this is an issue of priority and to make sure that we are taking another look and addressing this issue.

The BRT team has developed a few revised service options for the BRT, based on feedback from last year. We will be taking a few scenarios to community meetings around the area, anywhere from eight to 12 community meetings. Many of these options look to us like they are creative ways to reap the benefits of BRT but improve customer service. Ms. Kelleman stated, as she has said many times, we run the service and our communities own it. So we need to make sure that we are hearing our communities clearly, and that the options we have developed address their needs so that we can provide a way to continue to get folks in the neighborhoods to the Oakland corridor and to downtown.

Ms. Kelleman announced that the first of our meetings will be held on April 12 at 6 p.m. in Rankin, at the Rankin Christian Center. She continued that as we further our schedule, we will post this on our website, and look to make sure we have this information on bus interior cards as well.

Ms. Kelleman noted that we are holding onto details of the plans until we have the meetings and it's a lot of information to get through. But, again, it is a time for us to reconvene in our community and engage on this topic of how we can better provide service, address the costs for transfers in the corridor and preserve as much services as we can for folks in these areas.

On the other topic, fare enforcement, Ms. Kelleman stated that as you're aware, on her very first day, she directed staff to get together and try to sample our data and see what kind of fare enforcement compliance issue we thought we were facing. Based on our preliminary data, we thought we had a 96 percent tap rate. That means most of the ConnectCards are tapping 96 percent of the time. We've subsequently done more analysis and it looks like we have a 98 percent tap rate; that means 98 percent of our folks boarding or riding our rail system have a fare card. This means two percent are not tapping. That does not mean it's a two percent fare evasion.

Based on a 98 percent report, we are comfortable that we have good fare adherence on our system. Next month, we will come back with a data sampling plan and a marketing plan so we can continue to tell our patrons why it's important to tap. We also will continue to look at the optimum way to employ our police and our fare enforcement personnel as ambassadors in securing the system.

Ms. Kelleman noted that we have all the pieces together but we don't have a final answer. She asked for everyone's patience in giving us another month to work this out and we'll come back to you in some form at the April Board meeting.

Ms. Kelleman concluded her report by thanking Port Authority's Police Department who have been, in addition to their regular shifts, focusing a lot of time and effort on the best use of police resources. Chief Porter has made a lot of strides in this area. You will see police officers on the trains and buses

more often. They are doing their job. They should be transit ambassadors answering questions and paying attention to security. You will see them because that is a job of every Port Authority employee to be out there within our community.

That concluded the report of the Chief Executive Officer.

In the absence of Ms. Zmijanac, the Chair called on Ms. Liptak for the report of the Performance Oversight Committee. Ms. Liptak reported that a meeting of the Performance Oversight Committee was held on March 15, 2018, and the minutes from the previous meeting were approved by the Committee.

At the meeting, it was reported that the Total Operating Revenues through February of the fiscal year were approximately \$4.5 million dollars higher than budget principally due to higher Passenger Revenues. Total Expenses midway through the fiscal year were approximately \$14.5 million dollars under budget. Total Subsidies were approximately \$5.7 million dollars under budget, which is a timing issue with operating assistance.

There were five resolutions reviewed by the Performance Oversight Committee and are being recommended for consideration by the Board.

The Committee first reviewed three procurement items and 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 therefore recommends for award the three items outlined in the resolution for the total amount of \$459,524.00.

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

The next resolution recommended by the Performance Oversight Committee was Authorization to Extend and Amend Agreements to Provide Legislative Consulting Services.

Ms. Liptak explained that the Board previously authorized the award of two agreements to Greenlee Partners, LLC and Buchanan Ingersoll & Rooney PC to provide the services. Subsequently, the Board authorized the Authority to extend the term of the Agreements and to increase the total not-to-exceed amount of the Agreements.

As the Agreements expire on March 31, 2018, the Performance Oversight Committee has determined that it is in Authority's best interest to further extend the term of the Agreements, on a month-to-month basis, for a period not to exceed an additional one year through March 31, 2019, with an increase to the total not-to-exceed amount of the Agreements of \$204,000. Ms. Liptak noted that it was reported at the meeting that the Authority shall maintain the ability to terminate the agreements on 10 days' written notice.

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

The next resolution recommended by the Performance Oversight Committee authorizes the Authority to Enter into an Agreement with Clever Devices Ltd. for Automatic Vehicle Monitoring Reporting System and Related Services.

Ms. Liptak reported that the Authority has previously and successfully implemented certain Clever Devices' software and hardware modules for performing the core functions of automated voice announcements, automated passenger counter and automated vehicle monitoring for buses. As part of the Authority's ongoing initiative to enhance the Authority's on-board Intelligent Transportation System, the Authority desires to provide its Operations and Maintenance staff with real-time vehicle health monitoring services. Ms. Liptak noted that it was reported at the meeting that Clever Devices' software and related hardware are proprietary to Clever Devices and may only be purchased from, integrated by, modified by and installed by Clever Devices.

The Performance Oversight Committee recommends entering into an Agreement with Clever Devices for the purchase of these additional services for a total not-to-exceed amount of \$1,732,489. On behalf of the Performance Oversight 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 presented the next resolution authorizing the Authority to Amend its Agreement with GIRO, Inc. She reported that the Board previously awarded an Agreement to GIRO to provide a software system to replace the existing Bid Dispatch System and Customer Service Complaint System.

Staff reported at the Performance Oversight Committee meeting that to date, GIRO has performed these services in a satisfactory manner and Authority has determined that it would benefit from applying GIRO's Bid and Bid-Web software to the Authority's Maintenance Personnel Pick and Job Vacancy Bidding process. Ms. Liptak noted that the software offered by GIRO is the only such software which can readily and economically interface with the Authority's existing Bid Dispatch System and allow the Authority to maintain the integrity of its system.

The Performance Oversight Committee recommends amending the Agreement with GIRO to increase the not-to-exceed amount of the Agreement by \$472,091 to \$4,000,263. On behalf of the Performance Oversight Committee, Ms. Liptak respectfully requested approval of the resolution. It was moved, seconded and unanimously agreed that the resolution be approved as presented.

The final resolution for consideration was Authorization to Award a Construction Contract for the Embedded Light Rail Turnout Replacement project.

Ms. Liptak explained that the work includes removal of the existing rail turnout and pavement, installation of a new supplied turnout, drainage, new reinforced concrete pavement and signal modifications. Ms. Liptak noted that it was reported at the meeting by staff that this is a very important turnout as it is the merging point between the Blue and Red lines.

The Performance Oversight Committee recommends awarding the contract to Delta Railroad Construction, Inc., in the amount of \$1,011,962.00, subject to completing all pre-award requirements. On behalf of the Performance Oversight Committee, Ms. Liptak 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 three updates to report.

First, Ms. Breen Masciotra presented a conceptual design for our Station Square Rail Station. The station is served by four bus stops, three light rail routes and the Mon Incline. It is the third largest station throughout the system with 5,800 riders daily.

Mr. Tague mentioned that staff had sought community input through community meeting and a station user survey. The survey results indicate a desire for better design and safety enhancements. The conceptual design process proposes enhancements such as wider sidewalks, improved light and a landscaped buffer between pedestrians and traffic. The conception design also proposes enhancements at the Incline, including the addition of a small plaza, additional ConnectCard machines, entrance way improvements and creating a better access to the facility for Port Authority's Maintenance personnel.

Next, Mr. Tague updated the Board on the Allegheny County Transit Council. The ACTC group met on February 21, 2018. Police Chief Matt Porter came to the meeting with another officer and gave a presentation on Port Authority's Police Department and its outreach activities. It is important to note that it was reported at the meeting that the Department responds to an average of 8,000 incidents each year. Mr. Tague reported that he had been told that the committee really enjoyed the presentation. Mr. Tague acknowledged Mr. Jim Robinson, president of ACTC, who was in attendance at today's Board meeting.

The final subject pertained to the Committee for Accessible Transportation. Mr. Tague reported that he attended the group's quarterly meeting on March 1 at the School for the Blind in Oakland. Port Authority's CEO attended the meeting and was well received. The Committee spent some time talking about the history of the Committee and how well CAT has worked with the Authority over the years. It was their hope that Ms. Kelleman would continue that good-working relationship.

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

Under new business, the Chair presented a resolution to adopt Sponsorships and Charitable Contributions Guidelines. The Chair stated that the Authority's goal is to be a public transit leader, supporting regional growth and prosperity by providing public transit services and by supporting and participating in the communities of Allegheny County.

From time to time, the Authority is asked to make charitable contributions and/or provide sponsorships with and for external organizations that directly and substantially relate to the operation of the Authority and/or advance its overall mission. The Board has reviewed the attached proposed guidelines.

Mr. Letwin requested a motion to adopt the attached guidelines for charitable contributions and/or sponsorships. It was moved, seconded and unanimously agreed that the resolution be approved as presented.

The Chair then called on the first speaker under public comment. The first speaker, Mr. Keith Moses, noted that the NAACP has organized multiple freedom rides, which are tours of prominent areas of black influence and he would like to recreate this endeavor in the Pittsburgh region. Mr. Moses requested that Port Authority provide a bus for the tours. He also requested that if Port Authority was unable to provide a bus that perhaps it could advertise the event scheduled for mid-June.

He concluded by saying that he hopes to have the Board's support as we move forward to educate our youth about experiences past, present and future and how such events shape us moving forward.

The next speaker, Mr. James Love, addressed the Board regarding his concerns with the BRT project and the six Class 3 mass transit systems overlapping Port Authority's work.

The next speaker, Chandana Cherukupalli, thanked the Board for listening to PPT's concerns around the BRT proposal and the impacts on the Mon Valley community. Ms. Cherukupalli submitted a BRT Organizational Sign-on Letter addressed to the URA, Allegheny County and Port Authority. The letter reiterates some of the things the community has been asking for regarding this project. The letter was signed by a total of 38 community organizations.

The final speaker Ms. Laura Wiens, from PPTA, also wanted to reiterate that PPT appreciates that CEO Kelleman has been so responsive and timely in researching concerns around the fare enforcement and BRT service.

Ms. Wiens then addressed the Board regarding PPT's concerns with the Mon-Oakland Connector. She stated that in the latest round of city-run community meetings, it was claimed that the Mon-Oakland shuttle will serve as a first-last mile connection. It's apparently going to be free public transit for the discussed corridor. She said it is pretty distasteful that the city is proposing to offer fully subsidized on-demand, state of the art public transit to tech employees that will presumably be working at Hazelwood Green in a few years. As it is proposed, this on-demand micro transit ACV shuttle would actually compete with existing public transit, and it does not seem to be connected in any particular way to the BRT corridor in Oakland.

Ms. Wiens asked the Board to insist that the City not proceed with "public transit" projects without having our public transit agency at the table from the outset.

There being no further business to conduct, the meeting was adjourned.

The next Regular Meeting of the Board will be Friday, April 27, 2018.