

PERFORMANCE OVERSIGHT COMMITTEE MEETING

April 18, 2019

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
Jen Liptak
Jeff Letwin

Other Board Member

John Tague
Ann Ogoreuc
Jessica Walls-Lavelle

1. Approval of Minutes:

The Committee approved the minutes from the March 21, 2019 Performance Oversight Committee meeting.

2. Proposed Resolutions:

There were three resolutions reviewed by the Performance Oversight Committee.

The Committee first reviewed two procurement items and determined that the bids were 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.

The Performance Oversight Committee agreed to recommends for award the two items listed in the resolution for the total amount of \$735,731.

The next resolution reviewed at the meeting seeks authorization to award a construction contract for the Mt. Washington South Portal Rail and Pavement Replacement Project. The work for the project will include establishing maintenance and protection of traffic; removal and replacement of reinforced concrete pavement, embedded track, concrete curbs and sidewalks; and signal loops and pavement markings.

It was reported at the meeting that the bid of Michael Facchiano Contracting, Inc. has been determined to be a responsive bid from a responsible bidder meeting the Authority's requirement for the Contract.

The Performance Oversight Committee agreed to recommend awarding the Contract to Michael Facchiano in the amount of \$1,802,800, subject to completing all pre-award requirements.

The final resolution discussed at the meeting seeks Authorization to Extend and Amend Agreements for Investigative Services.

It was reported that in May 2015, the Board authorized the award of agreements to four firms for an initial term of three years for a total not to exceed amount of \$300,000, to be allocated on an as-needed basis through task specific work orders. The Agreements also contain two option years to be exercised at the sole discretion of the Authority.

In April 2018, the Board authorized the exercise of the first option year with three of the four firms, extending the term of the Agreements until June 30, 2019, with no increase to the previously authorized total not-to-exceed amount.

The Performance Oversight Committee agreed to now recommend authorizing an additional amendment to the Agreements with those three firms (Specialty Private Investigators, Inc., CSI Corporate Security and Investigations, Inc., and Investigations by King, LLC) to extend the term of their Agreements for an additional year to June 30, 2020, with no increase in the previously authorized total not-to-exceed amount of the Agreements.

3. Financial Report:

At the meeting, Chief Financial Officer, Peter Schenk, reported that for the month of March 2019, Total Operating Income was below budget by \$141,553 primarily due to lower Passenger Revenues. Total Expenses for the month of March were under budget by approximately \$6.0 million. Approximately \$3.6 million of this variance is attributable to a payroll system upgrade that will normalize by fiscal year-end.

Operating Subsidies were under budget by \$2.4 million for the month due to a timing issue with state operating assistance.

With no further business, the meeting was adjourned.