

PERFORMANCE OVERSIGHT COMMITTEE MEETING

November 12, 2020

The meeting was called to order and held virtually with the following in attendance:

Board Committee Members

(all via Webex)

Michelle Zmijanac, Chair
Rep. Lori Mizgorski
Representative Austin Davis
Jeff Letwin

Other Board Member

(all via Webex)

John Tague
Ann Ogoreuc
Jennifer Liptak
Stephanie Turman
Senator Jim Brewster
Jessica Walls-Lavelle

1. Approval of Minutes:

The Committee approved the minutes from the October 15, 2020 Performance Oversight Committee meeting.

2. Proposed Resolutions:

The Committee first reviewed five procurement items and determined the bids to be in accordance with the Authority's procurement policies and procedures, the prices fair and reasonable, the bidders to be responsible and the bids responsive.

The Performance Oversight Committee agreed to recommend the award of bids listed in the resolution for the total amount of approximately \$1.3 million dollars. My fellow members, I respectfully request the Board approve this resolution.

Before the next resolution presentation, Mr. Huffaker announced that this will be the last time Keith Wargo will be presenting a resolution as he will be retiring at the end of the year. He thanked Mr. Wargo for his dedication and hard work during the past 30 years, and in particular, thanked him for his support and for sharing of history when he arrived here at the Authority. He congratulated Mr. Wargo on his well-deserved retirement.

Mr. Wargo thanked the Board, especially Ms. Zmijanac and this committee, for their support. He thanked his dedicated staff, consultants and great mentors he worked with along the way, stating that it was an honor and a privilege to work for an organization as wonderful as Port Authority.

He then presented the next resolution seeking authorization to award construction contracts for the Manchester Garage Engine Test Facility project.

Mr. Wargo reported that the Manchester Main Shop rebuilds 40-60 bus engines a year and this facility is used to test the rebuilt engines. He also noted that the existing equipment is the original equipment and nearly 30 years old.

Five bids were received for the general construction contract, four bids for the mechanical construction contract, four bids for the plumbing construction contract, and seven bids were received for the electrical construction contract.

The Performance Oversight Committee agreed to recommend awarding the General Construction contract to Yarborough Development, Inc., in the amount of \$1,263,307; the mechanical construction contract to R&B Mechanical, Inc., in the amount of \$346,500, the plumbing construction contract to First American Industries, Inc., in the amount of \$424,900; and the electrical construction contract to R.E. Yates Electric, Inc., in the amount of \$164,000, all subject to completing pre-award requirements.

Chief Human Resources Officer, Inez Colon, presented the next resolution seeking authorization to enter into an agreement to provide employee benefits consulting services.

Ms. Colon reported that following a request for proposals seeking a firm to providing these services, three proposals were received and evaluated.

The highest-ranking proposer, Willis Towers Watson US LLC, is recommended for agreement award.

The Performance Oversight Committee agreed to recommend entering into an agreement with Willis Towers Watson US LLC for an initial term of three years, plus two option years to be exercised at the Authority's sole discretion, with a total not-to-exceed amount of \$825,000.

Ms. Colon then presented the next resolution seeking authorization to extend and amend agreement with Commercial Consulting to provide Drug and Alcohol Compliance Program services.

She reported that In January 2018, the Board authorized the Authority to enter into an agreement with Commercial Consulting for an initial three-year term not-to-exceed \$1,327,300, with two option years.

As the agreement is set to expire on February 28, 2020, the Performance Oversight Committee agreed to recommend exercising the first option year to extend the agreement through February 28, 2022, with no increase to the total-not-to-exceed amount.

The final resolution was presented by Chief Legal Officer, Mr. Mike Cetra, seeking authorization to extend and amend agreement with UPMC Work Partners to Provide Managed Care Services.

He reported that the Board authorized an award of agreement to UPMC Work Partners for an initial term of five years, with two option years, for a total authorized not-to-exceed amount of \$3.5 million. In November 2019, the Board authorized exercising the first option year with no increase in the total authorized not-to-exceed amount.

Mr. Cetra noted at the meeting that If the second option year is exercised, Port Authority anticipates a Diverse Business Utilization rate for off-site medical case management support in the five to eight percent range.

The Performance Oversight Committee agreed to recommend exercising the second option year to extend the agreement through January 31, 2022, with no increase in the current total authorized not-to-exceed amount.

The final item was an overview and summary of Pennsylvania's Rail Transit Safety Review Program by PennDot representatives, and an update on ongoing safety oversight activities at Port Authority over the past year.

With no further business, the meeting was adjourned.