



TO: Performance Oversight Committee
Representative Austin Davis
Representative Lori Mizgorski

FROM: Michelle Zmijanac, Committee Chair

DATE: October 12, 2020

SUBJECT: Performance Oversight Committee – October 15, 2020

The next meeting of the Performance Oversight Committee is scheduled for Thursday, October 15, 2020, being held virtually via WebEx and conference call-in, immediately following the 9:00 a.m. Finance Committee meeting. The preliminary agenda is as follows:

1. Approval of Minutes of the September 17, 2020 Performance Oversight Committee Meeting.
2. Proposed Resolutions:
 - a. Awarding of Bids (Tony Trona)
 - b. Authorization to Award General Construction, Plumbing Construction and Electrical Construction Contracts for the South Hills Village Rail Center Pit Restoration Project (David Huffaker)
 - c. Authorization to Enter into Agreements to Provide General Marketing Services (Jim Ritchie)
 - d. Authorization to Extend and Amend Agreements for Medical and Vocational Case Management Services (Mike Cetra)
 - e. Authorization to Extend and Amend Agreement with Interstate Acquisition Services to Provide Real Estate Consulting Services (Mike Cetra)
 - f. Authorization to Enter into First Amendment to Designated Service Agreement with Pittsburgh Public Schools (Pete Schenk)
3. Adjourn

cc: Other Port Authority Board Members

PERFORMANCE OVERSIGHT COMMITTEE MEETING

September 17, 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. Austin Davis

Jeff Letwin

Other Board Member

(all via Webex)

John Tague

Ann Ogoreuc

Jennifer Liptak

Stephanie Turman

1. Approval of Minutes:

The Committee approved the minutes from the July 16, 2020 Performance Oversight Committee meeting.

2. Proposed Resolutions:

The Committee first reviewed seven 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 \$2,507,329.

Mr. Keith Wargo presented four construction resolutions for the committee's review.

The first resolution seeks authorization to award a contract for the Central Business District Tunnel lighting and conduit replacement project. The work will include LED lighting fixtures, emergency blue light fixtures, electrical receptacles and conduit and wiring.

Mr. Wargo noted that the work will be performed nightly during non-peak and/or weekend single track operations.

Six bids were received, and the bid of Wellington Power Corporation has been determined to be the lowest responsible bid from responsible bidders.

The Performance Oversight Committee agreed to recommend awarding the contract to Wellington Power Corporation, in the amount of \$1,787,000, subject to completing pre-award requirements.

The next resolution seeks authorization to award a construction contract for improvements to the McKeesport Park and Ride. The work will include expanding the existing parking to 85 spaces, installing a new underground stormwater detention system, widening existing bus lanes to accommodate layover areas for articulated buses, and constructing new bus shelters with benches and ticket vending machines. The work also includes a new larger comfort building with break room and operator relief area.

Seven bids were received for the contact, and the bid of Tedesco Excavating & Paving, Inc., has been determined to be the lowest responsive bid from responsible bidders.

The Performance Oversight Committee agreed to recommend awarding the contract to Tedesco Excavating & Paving, Inc., in the amount of \$2,543,723.91, subject to completing pre-award requirements.

The next resolution seeks authorization to award a contract for the Mt. Lebanon Tunnel Ventilation Rehabilitation project. The work will include replacement of emergency ventilation fans and electrical control systems, and includes integration of software modifications at Rail Traffic Operations.

Mr. Wargo noted that the existing equipment is the original equipment and nearly 40 years old.

Five bids were received for the contract and the bid of Wellington Power Corporation has been determined to be the lowest responsive bid from responsible bidders.

The Performance Oversight Committee agreed to recommend awarding the contract to Wellington Power Corporation, in the amount of \$5,103,000, subject to completing pre-award requirements.

The final construction resolution reviewed by the Performance Oversight Committee seeks authorization to award three contracts for mechanical improvements at the South Hills Village Rail Center Maintenance Building.

The project includes replacement of seven HVAC air handlers, 11 pumps, 19 exhaust fans, 17 unit-heaters and controls, and expansion of the Building Management System.

Mr. Wargo noted that the existing equipment is the original equipment and nearly 40 years old.

The Performance Oversight Committee agreed to recommend awarding the General Construction Contract to Plavchak Construction Co, Inc. in the amount of \$493,000; the mechanical construction contract to Lugaila Mechanical, Inc., in the amount of \$1,980,000, and the electrical contract to Westmoreland Electric Services, LLC, in the amount of \$269,000, all subject to completion of pre-award requirements.

Mr. Cetra presented the next resolution seeking authorization to extend and amend agreements with a pool of firms to provide legal services in various areas of law, as described in Exhibit A attached to the resolution.

The Authority entered into five-year agreements with the firms in September 2014, with the option to extend the term of each agreement up to three additional years at the sole discretion of the Authority.

In November 2019, the Authority's Board authorized the Authority to exercise the first option year to extend the term of each agreement for one year.

The Performance Oversight Committee agreed to recommend exercising the second and third option years, through December 31, 2022, to ensure critical legal services continue in an uninterrupted manner.

The final resolution seeks authorization to amend the agreement with Transdev, Inc. for ACCESS Program Services.

In April 2017, the Authority's Board authorized entering into an agreement with Transdev Services, Inc., to provide shared-ride paratransit service, known as ACCESS, for individuals with disabilities and elderly persons in Allegheny County. Due to the pandemic, ACCESS has experienced 56 percent lower ridership than historical levels, resulting in revenue shortfalls to service providers.

The Performance Oversight Committee agreed to recommend entering into an amendment with Transdev to permit the use of CARES Act funding for ACCESS operating cost increases caused by COVID-19 ridership impacts which will allow providers to maintain a state of operational readiness as ridership increases.

With no further business, the meeting was adjourned.

AWARDING OF BIDS

1. OPERATOR, SUPERVISOR AND MAINTENANCE UNIFORMS (CHANGE ORDER)

At its October 2018 meeting, the Board authorized a contract with Work America The Uniform Company for operator, supervisor and Maintenance uniforms over a two-year term with a one-year optional term.

The contractor has performed well throughout the initial term of the contract, and Operations and Maintenance staff wish to exercise the option period. The contract permitted a maximum three percent price escalation for the optional period. A total not-to-exceed amount to be added to the contract for the option period would be \$1,273,466.25.

Additionally, the Authority has identified a need to provide employees with uniform washable and reusable face coverings to combat the COVID 19 Pandemic. Staff has determined that the current contractor is best suited to provide these face coverings. The total not-to-exceed cost for these uniform face coverings would be \$130,000.00.

RECOMMENDATION: That the contract be amended with Work America The Uniform Company to exercise the option year and include face coverings in the amount of \$1,403,466.25, which would bring the total not-to-exceed contract value to \$3,876,216.25.

This option year price represents the contracted rates and staff has determined the pricing received for the face coverings (as well as the optional period pricing) to be fair and reasonable and consistent with the funds budgeted.

2. VEHICLES AND UP-FITS (STATE SCHEDULE CO-STARS)

The Commonwealth of Pennsylvania Department of General Services Cooperative Purchasing Program (Co-Stars) has awarded vehicle and vehicle up-fit contracts to several firms and the Authority wishes to make purchases under the terms and conditions of each of the respective State Schedule Co-Stars contracts indicated below.

These contracts are effective at least through November 19, 2021, and Port Authority wishes to purchase a total of two vehicles (and the respective up-fit packages) under the terms and conditions of each of the respective contracts. These vehicles will replace vehicles that are at least 10-years old and/or have in excess of 100,000 miles and beyond their useful service life.

RECOMMENDATION: That a contract be awarded under the same terms and conditions of PA DGS Co Stars as follows:

- Contract #025-246 – municipal work vehicles to Tri-Star Motors for two cab and chassis work trucks in the amount of \$91,500.00
- Contract #025-078 – municipal work vehicles to Sabre Equipment Inc. for two work truck up-fit packages (dump beds & snowplows) in the amount of \$64,310.00

Staff has determined the pricing on the Pennsylvania State Schedule to be fair and reasonable and consistent with the funds budgeted.

3. MAINTENANCE, INSPECTION, TESTING AND CERTIFICATION OF FIRE PROTECTION SYSTEMS

This bid was publicly advertised and ebusiness documents were distributed. Three firms accepted the invitation and two bids were received for maintenance, inspection, testing and certification of Fire Protection Systems over a two-year period.

RECOMMENDATION: That a contract be awarded to the low responsible bidder that submitted a responsive bid, Preferred Fire Protection Inc., in the estimated amount of \$165,620.00 over the two-year period.

This price represents a five percent increase over the previous contract prices for these services two years ago. Staff has determined the pricing to be fair and reasonable and consistent with the funds budgeted.

RESOLUTION

RESOLVED, that recommendations as set forth in the report are accepted and that the chief executive officer or chief financial officer be, and hereby are, authorized and directed to execute such documents on behalf of Port Authority of Allegheny County as shall be required for the entry of proper contracts covering those items recommended for acceptance.

Procurement Summary

October 23, 2020

| Item | Description | Number Of Bids | Lowest Responsive Bidder | Award Amount | 2nd Bidder Amount | Annual Percentage Change to Previous Purchase |
|-------------|---|-----------------------|----------------------------------|---------------------|--------------------------|--|
| 1 | Operators, Supervisors & Maintenance Uniforms (Change Order) | n/a | Work America The Uniform Company | \$1,403,446.25 | n/a | contract pricing |
| 2 | Dump Trucks (State Co-Stars Contract) | | | | | |
| | Cab & Chassis (Municipal Work Vehicles) | n/a | Tri-Star Motors | \$91,500.00 | n/a | no recent purchase |
| | Up-Fit Dump Bodies & Accessories (Municipal Work Vehicles) | n/a | Sabre Equipment Inc. | \$64,310.00 | n/a | no recent purchase |
| 3 | Maintenance, Inspection, Testing & Certification of Fire Protection Systems | 2 | Preferred Fire Protection Inc. | \$165,620.00 | \$427,294.00 | 5% increase |

Total Purchases:

\$1,724,876.25

SUMMARY OF RESOLUTION

Authorization to Award General Construction, Plumbing Construction and Electrical Construction Contracts for the South Hills Village Rail Center Pit Restoration Project

Contract No. SHV-20-01-G REBID, General Construction Contract, provides for, but is not limited to, the furnishing of all engineering, labor, material, equipment, tools, supervision, and incidental items necessary for demolition and construction of concrete approaches, maintenance pit restoration, steel rail replacement and protective floor coating replacement as part of the South Hills Village Rail Center Pit Restoration project (Project).

Contract No. SHV-20-01-P REBID, Plumbing Construction Contract, provides for, but is not limited to, the furnishing of all engineering, labor, material, equipment, tools, supervision, and incidental items necessary for demolition and construction of compressed air piping, hot water supply and drainage system upgrades as part of Project.

Contract No. SHV-20-01-E REBID, Electrical Construction Contract, provides for, but is not limited to, the furnishing of all engineering, labor, material, equipment, tools, supervision, and incidental items necessary for demolition and construction of electrical system upgrades, emergency shut-off system and maintenance pit lighting as part of Project.

Bid documents were prepared and publicly advertised by the Port Authority of Allegheny County (Authority). Five bids for the General Construction Contract; two bids for the Plumbing Construction Contract; and four bids for the Electrical Construction Contract were received and opened on August 7, 2020.

After review of the responsive bids by the Authority staff and legal counsel, it has been determined that the bid of J.T. Thorpe & Sons, Inc., in the amount of \$9,229,069.53, for Contract SHV-20-01-G REBID General Construction; the bid of W.G. Tomko, Inc., in the amount of \$626,666.00, for Contract SHV-20-01-P REBID Plumbing Construction; and the bid of Merit Electric Group, Inc., in the amount of \$1,328,000.00, for Contract SHV-20-01-E REBID Electrical Construction are the lowest responsive bids from responsible bidders meeting the Authority's requirement for the Contracts.

It is recommended that the South Hills Village Rail Center Pit Restoration Contract SHV-20-01-G REBID, General Construction be awarded to J.T. Thorpe & Sons, Inc., in the amount of \$9,229,069.53, Contract SHV-20-01-P REBID, Plumbing Construction be awarded to W.G. Tomko, Inc. in the amount of \$626,666.00 and Contract SHV-20-01-E REBID, Electrical Construction be awarded to Merit Electric Group, Inc., in the amount of \$1,328,000.00, all subject to completing the pre-award requirements.

RESOLUTION

WHEREAS, Port Authority of Allegheny County (Authority) is engaged in the design and construction of the South Hills Village Rail Center Pit Restoration Project (Project); and

WHEREAS, the work for Project includes, but is not limited to, the furnishing of all engineering, labor, material, equipment, tools, supervision, and incidental items necessary for the demolition and construction of concrete approach, maintenance pit restoration, steel rail replacement, protective floor coating, compressed air piping, hot water supply, drainage system upgrades, electrical system upgrades, emergency shut-off system and maintenance pit lighting; and

WHEREAS, in order to perform the referenced work, bid documents were prepared for Contracts SHV-20-01-G REBID, General Construction, SHV-20-01-P REBID, Plumbing Construction, SHV-20-01-E REBID, Electrical Construction, South Hills Village Rail Center Pit Restoration Project (Contracts), and were publicly advertised;

WHEREAS, five bids for Contract SHV-20-01-G REBID, General Construction, two bids for Contract SHV-20-01-P REBID, Plumbing Construction and four bids for Contract SHV-20-01-E REBID, Electrical Construction were received and opened on August 7, 2020; and

WHEREAS, the bid of J.T. Thorpe & Sons, Inc., in the amount of \$9,229,069.53, is the lowest responsive bid, from a responsible bidder, among the bids received for Contract SHV-20-01-G REBID, General Construction; the bid of W.G. Tomko, Inc., in the amount of \$626,666.00, is the lowest responsive bid, from a responsible bidder, among the bids received for Contract SHV-20-01-P REBID, Plumbing Construction; and the bid of Merit Electrical Group, Inc., in the amount of \$1,328,000.00, is the lowest responsive bid, from a responsible bidder, among the bids received for Contract SHV-20-01-E REBID, Electrical Construction; and

WHEREAS, the respective bids of J.T. Thorpe & Sons, Inc, W.G. Tomko, Inc., and Merit Electrical Group, Inc., have been reviewed by the Authority staff and legal counsel and are recommended for award of the respective Contracts.

NOW, THEREFORE, BE IT RESOLVED, that the chief executive officer, chief develop officer and/or the chief engineer, or their respective designee be, and hereby are, authorized to enter into an agreement, in a form approved by counsel, with J.T. Thorpe & Sons, Inc., in the amount of \$9,229,069.53, for Contract SHV-20-01-G REBID, General Construction; with W.G. Tomko, Inc., in the amount of \$626,000.00, for Contract SHV-20-01-P REBID, Plumbing Construction and with Merit Electrical Group, Inc., in the amount of \$1,328,000.00, for Contract SHV-20-01-E REBID, Electrical Construction, subject to successful completion of the pre-award requirements, and to take all such other actions as may be necessary and proper to carry out the purpose and intent of this resolution.

SUMMARY OF RESOLUTION

Authorization to Enter into Agreements to Provide General Marketing Services

Description

Port Authority of Allegheny County (Authority) requires a pool of contractors to provide various marketing services. The pool will consist of up to two firms for each listed category. The categories are Advertising/Marketing and Promotion, Public Relations, Community Outreach/Engagement, Market Research, Direct Mail Distribution and Video Production (Services). Services will be issued on a work order basis as needed and as they are approved to proceed by the Authority. The term of Agreements will be for a four-year period with the option to extend the term of Agreements for one additional year at the sole discretion of the Authority.

Evaluation Committee

Consistent with the Authority's Board-adopted Procurement Policy and Procedures for Competitive Negotiations for Professional and Technical Services, an Evaluation Committee (Committee) was convened to evaluate proposals and recommend the top-rated proposer(s) to perform Services. Committee consisted of six members representing the Finance Division, Technical Support Department and Marketing and Communications Division.

Schedule

Request for Proposals No. 20-04 (RFP) for Services was publicly advertised, and an informational meeting was held on July 16, 2020. A total of 19 proposals were received on July 30, 2020 and were distributed to Committee. Each of the firms proposed on one or more of the marketing services categories resulting in the following number of proposals per category.

| Marketing Category | Number of Proposals Received |
|-------------------------------------|------------------------------|
| Advertising/Marketing and Promotion | 10 |
| Public Relations | 7 |
| Community Outreach/Engagement | 5 |
| Market Research | 7 |
| Direct Mail Distribution | 6 |
| Video Production | 7 |

Evaluation Process

Committee determined that three of the proposers were in the competitive range for Advertising/Marketing and Promotion; four for Public Relations; four for Community Outreach and Engagement; and three for Video Production, that would potentially be able

to achieve the top ranked status. Committee elected to award Agreements to the top two proposers for Market Research and Direct Mail Distribution. Subsequently, interviews were conducted.

The top-rated proposers were selected primarily on the basis of the high evaluation score, depth of experience, case studies, project organization and management plan, and reasonableness of price. It was determined that MarketSpace Agency, Scottie Public Affairs, EHoldings, Inc., Beyond Spots & Dots, Fireman Creative and Productive Masters were not in the competitive range for Services. The proposals submitted by 535Media and the Superlative Group were determined to be unresponsive and as such, were not evaluated.

As a result of the review of the proposals and the interviews conducted, Committee has identified the following proposers with the highest rated proposals to perform the identified category of Services:

1). Advertising, Marketing and Promotion

- Red House Communications, Inc.

2). Public Relations

- Red House Communications, Inc.

3). Community Outreach/Engagement

- Gatesman, Inc.

4). Market Research

- Campos, LLC
- Widener-Burrows & Associates, Inc. d/b/a WBA Research

5). Direct Mail Distribution

- Direct Mail Service, Inc.
- CS-B2 Investments Inc. d/b/a AlphaGraphics in the Cultural District

6). Video Production

- Cut N' Run Productions, LLC

Summations of the Evaluation Committee for each of the top-rated proposers follows:

Red House Communications, Inc. for the following services:

Advertising/Marketing and Promotion, Public Relations

Red House Communications, Inc. (Red House) is a certified DBE/WBE integrated marketing communications agency based in Pittsburgh with remarkable and diverse experience, to include work on the previous Agreement with the Authority. The team proposed by Red House, and its proposed subcontractors, is strong and versatile. The project manager has 40 years of experience and has shown proficiency in the field while working as the project manager on the current Agreement with the Authority. The project manager and key personnel have displayed excellent experience and have already proven to be adept at performing Advertising/Marketing and Promotion and Public Relations for the Authority. Red House submitted detailed project work plans tailored for both categories, which highlighted the firm's understanding of the Authority's anticipated needs. Red House plans to subcontract 10 to 15 percent of meaningful work pertaining

to the contract services to Jones Printing Company as well as certified DB firms Ann Trondle-Price/Copywriter and Jones Worley Design. Red House's proposed costs were considered fair and reasonable and within the range of the Independent Cost Estimate.

Gatesman, Inc. for the following service:

Community Outreach/Engagement

Gatesman, Inc. (Gatesman) is a full-service integrated marketing communications agency based in Pittsburgh. Gatesman displayed a comprehensive understanding of the Authority's Community Outreach/Engagement needs through their project work plan, which contained scaled and aligned approaches, as well as educated teams who will deliver collaborative planning and execution. Their experience record shows a good range of planning and managing integrated campaigns in various industries, including transportation, driving public behavior. Gatesman utilizes Omnichannel Connection campaigns in order to leverage advertising, public relations and street teams to support Community Outreach/Engagement initiatives. The proposed project manager and key personnel exhibit strong ties to the Pittsburgh region with experience executing local marketing campaigns. Gatesman did not propose any DB utilization to perform this category's contract services. Gatesman's proposed costs were considered fair and reasonable and within the range of the Independent Cost Estimate.

Campos, LLC for the following service:

Market Research

Campos, LLC (Campos) is a certified WBENC customer experience and brand planning firm based in Pittsburgh which specializes in Market Research. Campos has strong ties with the Pittsburgh area and has a substantial amount of experience working with the Authority, to include work on a previous marketing Agreement for the Authority. Campos submitted a concise work plan, which was broken down in phases revolving around different tactics of Market Research such as surveying, data analytics, focus groups, etc. The proposed project manager and key personnel team is composed of professionals with years of experience in marketing research, strategy, planning/development and execution. Campos plans to subcontract 10 percent of meaningful work pertaining to the contract services between Hersch Research and the DB certified company E. Holdings. Campos' proposed costs were considered fair and reasonable and within the range of the Independent Cost Estimate.

WBA Research, Inc. for the following service:

Market Research

WBA Research, Inc. (WBA) is a full-service market research and consulting firm based in Maryland with experience in the transit industry, as well as in the advertising, public relations, healthcare and financial services industries. WBA has performed marketing research services for wide range of clients within the public transit field, including but not limited to Maryland Transit Administration (MTA), Metropolitan Atlanta Rapid Transit Authority (MARTA) and Southeastern Pennsylvania Transportation Authority (SEPTA). WBA submitted a detailed methodology to their work plan which incorporates multi-step planning concerning data collection, analysis, strategic campaign development and execution. The proposed project manager has been with WBA for 21 years and has

strong experience performing market research services for numerous transit agencies and other government entities. The key personnel proposed for this project also possess relevant experience performing diverse market research services for public and private transportation agencies. WBA plans to subcontract 25 percent of meaningful work pertaining to the contract services between McAndrew Company and the DB certified company Ebony Marketing Systems, Inc. WBA and its proposed costs were considered fair and reasonable and within the range of the Independent Cost Estimate.

Direct Mail Service, Inc. for the following service:

Direct Mail Distribution

Direct Mail Service, Inc. (DMS) is a Pittsburgh based mail service provider with over 100 years of experience in the industry. DMS is headquartered near the USPS bulk mail acceptance unit which makes for fast and efficient direct mail distribution, a service that DMS has successfully provided for various organizations located both in Pittsburgh and elsewhere. DMS has experience performing direct mail distribution for the Authority through subcontracting with firms that had an Agreement with the Authority. DMS has proposed a flexible work plan, which will be broken down specifically per work order. The proposed project manager has over 40 years of experience with DMS and is a current member of the Greater Pittsburgh Postal Council. The staff of DMS has performed satisfactory services for the Authority and does not plan to utilize DB participation. DMS' proposed costs were considered fair and reasonable and within the range of the Independent Cost Estimate.

AlphaGraphics in the Cultural District for the following service:

Direct Mail Distribution

AlphaGraphics in the Cultural District (AlphaGraphics) is a certified WBENC firm based in Pittsburgh that operates as a full service, vertically integrated marketing, design and print communications provider. AlphaGraphics has experience with direct mail distribution for local organizations with wide networks such as the Presbyterian SeniorCare Network, The Eye & Ear Foundation of Pittsburgh and The Children's Institute. AlphaGraphics' project work plan for direct mail distribution is divided into five phases that walk through the process of intake, preflight, mail set-up, produce and delivery. The proposed project manager and key personnel have experience providing direct mailing support for the Pittsburgh organizations stated above by leading numerous direct mail campaigns to keep stakeholders up to date with current information. AlphaGraphics did not propose any DB utilization to perform this category's contract services. AlphaGraphics' proposed costs were considered fair and reasonable and within the range of the Independent Cost Estimate.

Cut'N'Run Productions LLC for the following service:

Video Production

Cut'N'Run Productions (CNR) is a Pittsburgh based certified MBE operating as a full-service multimedia firm that performs all stages of media development from pre to post-production. CNR has provided premium video production services to locally renowned organizations such as the Rivers Casino, the Pittsburgh Steelers and The Woodland Foundation. CNR proposed a methodology and approach to the project work plan that is

customizable, treating each project as its own, with adaptable video production capabilities. CNR has worked with the Authority previously, completing non-contractual video production services. The proposed project manager is the principal of the firm and has firsthand experience supporting the Authority's previous marketing efforts. The key personnel are tenured, with direct experience skillfully providing the services required for this category. CNR did not propose any DB utilization to perform this category's contract services. CNR's submitted costs were considered fair and reasonable and within the range of the Independent Cost Estimate.

Negotiations have been initiated and are progressing on a proposed agreement to perform Services. A total not-to-exceed amount of \$5,650,000.00 is recommended for approval for Services and to be allocated by the Authority on an as-needed basis through task specific work orders. Agreements will be for a four-year period with the option to extend the term of Agreements for one additional year at the sole discretion of the Authority.

RESOLUTION

WHEREAS, Port Authority of Allegheny County (Authority) requires, from time to time, a pool of firms to provide certain General Marketing Services, including Advertising/Marketing and Promotion, Public Relations, Community Outreach/Engagement, Market Research, Direct Mail Distribution and Video Production (Services); and

WHEREAS, in order to obtain qualified firms to perform Services, Request for Proposals No. 20-04 (RFP), detailing the required Scope of Services, was prepared and publicly advertised; and

WHEREAS, 19 proposals were received on July 30, 2020 and were reviewed and evaluated by the Authority's previously appointed Evaluation Committee; and

WHEREAS, the proposals submitted by Red House Communications, Inc. for Advertising/Marketing and Promotion and Public Relations; Gatesman, Inc. for Community Outreach/Engagement; Campos LLC and WBA Research, Inc. for Market Research; Direct Mail Service, Inc. and AlphaGraphics, Inc. for Direct Mail Distribution; and Cut'N'Run Productions, LLC for Video Production have been determined to be the highest rated proposals for the performance of Services; and

WHEREAS, negotiations with the firms are progressing on a proposed agreement to perform the respective categories of Services; and

WHEREAS, a total not-to-exceed amount of up to \$5,650,000.00, to be allocated on an as-needed basis through task specific work orders, is recommended for approval for the agreements for Services.

NOW, THEREFORE, BE IT RESOLVED that the chief executive officer and/or chief communications officer be, and hereby are, authorized to enter into agreements with Red House Communications, Inc.; Gatesman, Inc.; Campos, LLC.; WBA Research, Inc.; Direct Mail Service Inc.; AlphaGraphics, Inc.; and Cut'N'Run Productions, LLC, in a form approved by counsel, to provide Services, in the identified categories, for a total not-to-exceed amount of \$5,650,000.00, to be allocated on an as-needed basis through task specific work orders, for an initial four-year period with the option to extend the term of the agreements for one additional year at the sole discretion of the Authority, and also to take all such other actions necessary and proper to carry out the purpose and intent of this resolution.

SUMMARY OF RESOLUTION

Authorization to Extend and Amend Agreements for Medical and Vocational Case Management Services

In August 2016, Port Authority of Allegheny County (Authority), in accordance with its Board-adopted Policy and Procedures for Competitive Negotiations for Professional and Technical Services, issued Request for Proposals No.16-05 to obtain firms to provide medical and vocational case management services (Services) that can be utilized on an as-needed basis.

In December 2016, the Authority's Board authorized the award of agreements (Agreements) to Genex Services, LLC, Disability Care Management Professionals of Western Pennsylvania, Inc., Allegiant Managed Care, Inc. and Wellco Rehab, Inc., to provide Services for an initial term of three years and for a total not-to-exceed amount of \$300,000 to be allocated on an as-needed basis through task specific work orders. Agreements also contain two additional option years that can be exercised by the Authority in its sole discretion.

In September 2019, the Authority's Board authorized the exercise of the first option year, extending the term of Agreements to November 30, 2020, at no increase in the previously authorized not-to-exceed amount. Wellco Rehab, Inc. advised the Authority that its principal and other key personnel retired and their Agreement was not extended.

To date, Services performed by Genex Services, LLC, Disability Care Management Professionals of Western Pennsylvania, Inc. and Allegiant Managed Care, Inc., have been satisfactory and in compliance with Agreement.

The term of Agreements expires on November 30, 2020. The Authority has determined that it is in its best interest to exercise the final option year, extending the term of Agreements with Genex Services, LLC, Disability Care Management Professionals of Western Pennsylvania, Inc. and Allegiant Managed Care, Inc., through November 30, 2021, with no increase to the previously authorized total not-to-exceed amount in order for Services to continue to be performed.

The attached resolution authorizes an amendment to Agreements to extend the term of Agreements with the above-referenced firms for one additional year through November 30, 2021, with no increase to the total not-to-exceed amount.

RESOLUTION

WHEREAS, Port Authority of Allegheny County's (Authority) Board, following issuance of Request for Proposals No. 16-05, authorized the award of agreements (Agreements) to Genex Services, LLC, Disability Care Management Professionals of Western Pennsylvania, Inc., Allegiant Managed Care, Inc., and Wellco Rehab, Inc., to provide medical and vocational case management services (Services) for an initial term of three years and for a total not-to-exceed amount of \$300,000; and

WHEREAS, Agreements provide for an option to extend the term of Agreements for up to two additional years at the sole discretion of the Authority; and

WHEREAS, in September 2019, the Board approved the exercise of the first option year, extending the term of Agreements to November 30, 2020, at no increase to the previously authorized not-to-exceed amount; and

WHEREAS, Wellco Rehab, Inc. advised the Authority that its principal and other key personnel would be retiring and Wellco Rehab, Inc. would no longer be able to provide Services to the Authority, therefore Agreement with Wellco Rehab was not extended; and

WHEREAS, Services performed by Genex Services, LLC, Disability Care Management Professional of Western Pennsylvania, Inc. and Allegiant Managed Care, Inc., have been satisfactory and in compliance with Agreements; and

WHEREAS, the Authority has determined that it is in its best interest to exercise the final option year and extend the term of Agreements with Genex Services, LLC, Disability Care Management Professional of Western Pennsylvania, Inc. and Allegiant Managed Care, Inc. through November 30, 2021; and

WHEREAS, the Authority has also determined that no increase to the previously authorized total not-to-exceed amount of Agreements is necessary.

NOW, THEREFORE, BE IT RESOLVED, that the chief executive officer and/or chief legal officer be, and hereby are, authorized to execute an amendment to Agreements with Genex Services, LLC, Disability Care Management Professionals of Western Pennsylvania, Inc., and Allegiant Managed Care, Inc., in a form approved by counsel, to extend the term of Agreements for one additional year through November 30, 2021, with no increase to the total not-to-exceed amount of Agreements, and to take all such other actions as may be necessary and proper to carry out the purpose and intent of this resolution.

SUMMARY OF RESOLUTION

Authorization to Extend and Amend Agreement with Interstate Acquisition Services to Provide Real Estate Consulting Services

In accordance with its Board-adopted Procurement Policy and Procedures for Competitive Negotiations for Professional and Technical Services, Port Authority of Allegheny County (Authority) previously solicited proposals to obtain consulting services providing expertise and technical support to the Authority for all aspects of its real estate interests, including day-to-day property management services, asset management services, Park and Ride Program management services, acquisition and disposal of property services, appraisal/review appraisal services, database and file management services, capital project support and services, support and assistance with transit-oriented development initiatives and other real estate related services for the Authority's current property interests, public transit operations and future transit improvement programs (Services).

On September 29, 2017, the Authority's Board authorized the award of Agreement R17-07 (Agreement) to Interstate Acquisition Services, a division of Century Engineering (Century), to provide Services on an as-needed basis, through task-specific work orders. Agreement provides for an initial term of three years, with the initial term expiring on December 31, 2020, and with the option to extend the term of Agreement up to an additional two years at the sole discretion of the Authority.

Century has provided Services in a satisfactory manner, being responsive to day-to-day property management and support needs, and providing additional expertise and technical support when additional real estate related projects or initiatives have arisen during the initial term of Agreement. As Services are critical to the Authority's continued oversight and stewardship of its real estate assets and transit operations, there is a demonstrated need to continue Services. Staff has therefore determined that it is in the Authority's best interest to exercise the first option year of Agreement, extending the term for one additional year through December 31, 2021 and to increase the not-to-exceed amount to \$450,000 to ensure there is sufficient funds to continue to pay for Services.

In accordance with the Authority's Limits of Authority Policy, the attached resolution authorizes an amendment to Agreement with Century to extend the term of Agreement one additional year through December 31, 2021 and increase the previously authorized total not-to-exceed amount of Agreement from \$1,062,000 to \$1,512,000.

RESOLUTION

WHEREAS, in accordance with its Board-adopted Procurement Policy and Procedures for Competitive Negotiations for Professional and Technical Services, Port Authority of Allegheny County (Authority) previously awarded Agreement No. R17-07 (Agreement) to Interstate Acquisition Services, a division of Century Engineering (Century), to provide real estate consulting services (Services) for the Authority on an as-needed basis through task-specific work orders; and

WHEREAS, Agreement provides for an initial term of three years with the option to extend the term of Agreement up to an additional two years at the sole discretion of the Authority; and

WHEREAS, the term of Agreement expires on December 31, 2020; and

WHEREAS, Century has performed Services in a satisfactory manner; and

WHEREAS, the Authority has determined that it is in its best interest to exercise the first option year of Agreement, extending the term for one additional year through December 31, 2021, and to increase the previously authorized total not-to-exceed amount of Agreement \$450,000 to ensure adequate funding to pay for continued Services.

NOW, THEREFORE, BE IT RESOLVED, that the chief executive officer, chief legal officer and/or chief financial officer be, and hereby are, authorized to execute an amendment to Agreement with Century, in a form approved by counsel, to extend the term of Agreement an additional year through December 31, 2021, and to increase the previously authorized total not-to-exceed amount of Agreement from \$1,062,000 to \$1,512,000, and to take all such other actions necessary and proper to carry out the purpose and intent of this resolution.

SUMMARY OF RESOLUTION

Authorization to Enter into First Amendment to Designated Service Agreement with Pittsburgh Public Schools

Port Authority of Allegheny County (Authority) is organized and exists pursuant to Pennsylvania's Second Class County Port Authority Act, as amended, to provide public transportation services in Allegheny County. For several years, Pittsburgh Public Schools (PPS) purchased monthly paper flash passes from the Authority to distribute to PPS students designated by PPS to utilize the Authority's public transportation system to travel to and from school.

In May of 2019, and following successful pilot testing, the Authority's Board authorized the Authority to enter into an agreement with PPS to transition students designated by PPS from monthly paper flash passes to PPS-issued identification cards compatible with the Authority's smart card-based Automated Fare Collection System (Agreement). Among other terms and conditions, Agreement provides that PPS will pay the Authority its standard monthly pass rate for each unique PPS card tap in a given month, pro-rated at the start and end of the typical PPS academic year.

Due to the COVID-19 pandemic, PPS started the 2020-21 academic year with all students learning remotely through at least October 31, 2020. PPS intends to resume classroom instruction with students on staggered in-school schedules in November 2020. Due to PPS' plans to only have students in-school on a staggered basis, designated PPS students are only using the Authority's public transportation system on a limited basis. PPS has requested, and the Authority has agreed, subject to Board review and approval, to temporarily amend Agreement to charge PPS per PPS card tap at a total not-to-exceed the Authority's standard monthly pass rate per unique PPS card until such time that PPS resumes normal in-class instruction for all designated PPS students (First Amendment). First Amendment would also provide that the Authority would continue to evaluate individual PPS card usage and may invoice at the Authority's monthly pass rate for those PPS cards utilized in a manner consistent with monthly pass usage in a given month.

This resolution authorizes the Authority to enter into First Amendment with PPS, in a form approved by counsel.

RESOLUTION

WHEREAS, for several years, Pittsburgh Public Schools (PPS) purchased monthly paper flash passes from Port Authority of Allegheny County (Authority) to distribute to PPS students designated by PPS to utilize the Authority's public transportation system to travel to and from school; and

WHEREAS, in May of 2019, and following successful pilot testing, the Authority's Board authorized the Authority to enter into an agreement with PPS to transition students designated by PPS from monthly paper flash passes to PPS-issued identification cards compatible with the Authority's smart card-based Automated Fare Collection System (Agreement). Among other terms and conditions, Agreement provides that PPS will pay the Authority its standard monthly pass rate for each unique PPS card tap in a given month, pro-rated at the start and end of the typical PPS academic year; and

WHEREAS, due to the COVID-19 pandemic, PPS started the 2020-21 academic year with all students learning remotely through at least October 31, 2020, and PPS intends to resume classroom instruction with students on staggered in-school schedules in November 2020; and

WHEREAS, due to PPS' plans to only have students in-school on a staggered basis, PPS has requested, and the Authority has agreed, subject to Board review and approval, to temporarily amend Agreement to charge PPS per PPS card tap at a total not-to-exceed the Authority's standard monthly pass rate per unique PPS card until such time that PPS resumes normal in-class instruction for all designated PPS students (First Amendment). First Amendment would also provide that the Authority would continue to evaluate individual PPS card usage and may invoice at the Authority's monthly pass rate for those PPS cards utilized in a manner consistent with monthly pass usage in a given month.

NOW, THEREFORE, BE IT RESOLVED, that the Authority's chief executive officer and/or chief financial officer be, and hereby are, authorized to enter into First Amendment with PPS, in a form approved by counsel, and to also take any and all other such actions as may be necessary and proper to carry out the purpose and intent of this resolution.