

## PERFORMANCE OVERSIGHT COMMITTEE MEETING

October 15, 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

Rep. Lori Mizgorski

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 September 17, 2020 Performance Oversight Committee meeting.

#### 2. Proposed Resolutions:

The Committee first reviewed three 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 \$1.7 million dollars.

Mr. Greg O'Hare presented the next resolution seeking authorization to award construction contracts for the South Hills Village Rail Center Pit Restoration project.

He reported that the work includes concrete approach and pit restoration; steel rail and support replacement; protective floor coating; compressed air piping and drainage improvements with hot water supply modifications; Pit lighting improvements and new emergency shut-off system.

The Performance Oversight Committee agreed to recommend awarding the General Construction contract to J. T. Thorpe & Sons, Inc., in the amount of \$9,229,069.53; the plumbing construction contract to W.G. Tomko, Inc., in the amount of \$626,666.00; and the electrical construction contract to Merit Electrical Group, Inc., in the amount of \$1,328,000.00, all subject to completing pre-award requirements.

Mr. Ritchie presented the next resolution seeking authorization to enter into Agreements to provide general marketing services in the categories of advertising, marketing and promotion; public relations; community outreach; market research; direct mail distribution and video productions.

He noted that the agreements will be for four years for the not-to-exceed amount of \$5,650,000, plus one possible option year.

The six highest-ranking proposers are Red House Communications for the advertising, marketing and promotion and public relations categories; Gatesman, Inc. for the community outreach category; Campos Market Research & WBA Research for the Market Research category; Direct Mail Service & AlphaGraphics for the direct mail distribution category and CutN'Run Productions for the video production category.

Mr. Ritchie also noted that all but one of the six firms is either a registered DBE, WBE or MBE.

The Performance Oversight Committee agreed, with one abstention from Mr. Letwin, to recommend entering into agreements with the six highest-ranking proposers in the designated categories.

Mr. Cetra presented the next resolution seeking authorization to extend and amend agreements for medical and vocational case management services.

He reported that In December 2016, the Authority's Board authorized the award of agreements to Genex Services, LLC, Disability Care Management Professionals of Western Pennsylvania, Inc., Allegiant Managed Care, Inc. and Wellco Rehab, Inc. to provide the services 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.

Mr. Cetra noted that the 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 the agreements to November 30, 2020, at no increase in the previously authorized not-to-exceed amount.

Mr. Cetra noted that Wellco Rehab advised the Authority that they did not wish to extend their agreement due to key personnel retirements.

The services performed by the other three firms have been satisfactory and in compliance with the agreement.

The Performance Oversight Committee agreed to recommend extending the remaining agreements through November 2021, with no increase to the previously authorized not-to-exceed amount.

Mr. Cetra presented the next resolution seeking authorization to extend and amend an agreement to provide real estate consulting services. In September 2017, the Board authorized the Authority to enter into an agreement with Interstate Acquisition Services, a Division of Century Engineering, to provide expertise and technical support for all aspects of Port Authority's real estate interests.

The original agreement was for three years and included two option years.

The Performance Oversight Committee agreed to recommend exercising the first option year through December 31, 2021, and to increase the not-to-exceed amount by \$450,000 to \$1,512,000.

Mr. Schenk presented the final resolution seeking authorization to enter into a first amendment to the designated services agreement with the Pittsburgh Public Schools.

He reported that In May 2019, following successful pilot testing, Port Authority's Board authorized the Authority to enter into an agreement with Pittsburgh Public Schools to transition students from monthly paper flash passes to the Pittsburgh Public School-issued identification cards compatible to Port Authority's ConnectCard system.

Due to COVID-19 greatly affecting the current academic year, with online classes through the end of October and staggered in-school classes beginning in November, the Performance Oversight Committee recommends a temporary amendment between the parties for Port Authority to charge the Pittsburgh Public Schools one base fare per card tap versus monthly pass rate.

Mr. Schenk noted that staff will continue to review usage and adjust for monthly passes where still applicable for some student riders.

With no further business, the meeting was adjourned.