

PORT AUTHORITY OF ALLEGHENY COUNTY  
MINUTES OF THE REGULAR BOARD MEETING  
FRIDAY, APRIL 23, 2021

The Regular Meeting of the Board of Port Authority of Allegheny County was held virtually on Friday, April 23, 2021, 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.

The following members participated virtually: Jeff Letwin, Chair, Senator Jim Brewster, Representative Austin Davis, Gerald Delon, Jennifer M. Liptak, Ann M. Ogoreuc, John L. Tague Jr., Stephanie Turman, Jessica Walls-Lavelle, Michelle Zmijanac, Representative Lori Mizgorski and Acting General Counsel, Sandy Garfinkel.

The Chair called the April 23, 2021 Regular Meeting to order.

A recommendation was made for approval of the minutes of the March 26, 2021 Regular Meeting. A motion was made, seconded, and both sets of minutes were unanimously passed.

The Chair called on Ms. Katharine Kelleman for a report of the Chief Executive Officer.

Ms. Kelleman first asked for a moment of silence for the following employees that we lost in March: operators Richard Marple, Joseph Holzer, Arthur Brennan and William Bradley; Operations Control Systems administrator Gary Chopyak; security officer William Reynolds; service person Richard Kottler; Maintenance person Wilson Ringeisen; and William Sanford.

Ms. Kelleman then thanked everyone who participated in a great discussion with ACTC about the fare proposal on Thursday night and our first public hearing on the changes yesterday. She said that she hopes we see more people at the upcoming meetings at 9 a.m. next Friday, and at 4 p.m. on Tuesday, May 4.

Please visit [www.portauthority.org/fares2021](http://www.portauthority.org/fares2021) to register to speak or to listen and to find more information.

Ms. Kelleman then addressed issues the Authority has been experiencing with some system-wide out-of-service that can be attributed, like a lot of things over the past year, to COVID. Now that employees are eligible to be vaccinated and the Authority is offering a bonus, paid time off, and affording time for employees to schedule their shot during work hours. There are fewer employees available to provide service. It's important to keep the Authority's employees, their families and our customers as safe as possible, and we believe the vaccine is the best way to go about that. Ms. Kelleman added that in addition to the publicly available vaccine locations, the Authority is also offering vaccine clinics to make sure any employee who wants to get their vaccine can get one.

Ms. Kelleman assured everyone that this is only temporary and will help the Authority get back to regular service and full capacity faster. "So, if it has happened to you or if it happens to you, we apologize for any disruptions that delay getting you to or from your destination. We're confident this is a sacrifice that will help make service more reliable in the long term."

That concluded the report of the Chief Executive Officer.

The Chair called on Ms. Zmijanac for a report of the Performance Oversight Committee.

Ms. Zmijanac reported that the Performance Oversight Committee met virtually last week, and she had six resolutions for consideration.

Ms. Zmijanac continued reporting that 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 recommended the award of bids listed in the resolution for the total amount of approximately \$1.2 million dollars.

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

The next resolution presented was seeking authorization to extend and amend agreements for executive search, outplacement, and coaching services. In May 2018, the Authority entered into agreements with a pool of firms to provide these services on an as-needed basis. The agreements were for an initial term of three years for a total not-to-exceed amount of \$272,671.00 and contained two additional option years to be exercised by the Authority in its sole discretion.

Ms. Zmijanac noted that the initial three-year term of the agreements expires on June 27, 2021.

The Performance Oversight Committee recommended exercising the first option to extend the term of the agreements with the firms for one additional year and to increase the previously authorized total not-to-exceed amount to \$441,671.

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

The next resolution presented was seeking authorization to enter into an agreement for environmental consulting services. In order to obtain a qualified firm to perform these services, a request for proposals was prepared and publicly advertised, and six proposals were received. The proposal submitted by Hatch Associates Consultants, Inc., was determined to be the highest rated proposal for the performance of services.

The Performance Oversight Committee recommended entering into an agreement with Hatch Associates Consultants, Inc., in an amount not-to-exceed \$600,000, to be allocated on an as-needed basis through task specific work orders, for an initial term of three years with the option to extend the term of the agreement up to an additional two years at the sole discretion of the Authority.

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

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

The next resolution presented was seeking authorization to extend and amend agreements to provide light rail transit systems contract services.

In May 2017, the Authority entered into agreements with WSP USA, Inc. and Mott MacDonald, LLC, to provide these services. The agreements were for an initial term of four years through June 30, 2021 and a total not-to-exceed amount of \$7 million dollars, with the option to extend the agreements up to one additional year at the Authority's sole discretion.

Ms. Zmijanac reported that to continue the completion of services on current and future projects, the Performance Oversight Committee recommended extending the term of the agreements through June 30, 2022, and to increase the total not-to-exceed amount to \$8.2 million dollars.

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

The next resolution presented was seeking authorization to amend agreements to provide general architecture and engineering contract services.

In May 2017, the Authority's Board awarded contracts to Gannett Fleming, Inc., and AECOM Technical Services Inc, to provide these services for roadway and site work design and building and structure design. The agreements were for an initial term of four years through June 30, 2021, and a total not-to-exceed amount of \$6 million dollars, with the option to extend the agreements up to one additional year at the Authority's sole discretion.

In April 2020, the Board authorized the extension of the agreements to June 30, 2022 and an increase of the total not-to-exceed amount to \$7,750,000.

Ms. Zmijanac continued reporting that to ensure adequate funding for the services is maintained, the Performance Oversight Committee recommended increasing the total not-to-exceed amount to \$9,600,000 at this time.

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

Ms. Zmijanac presented the final resolution seeking authorization award a construction contract for the Negley Station Improvements project.

The Performance Oversight Committee recommended awarding the contract to the lowest responsible bidder, Plavchak Construction Company, Inc., in the amount of \$2,462,550.00, for the furnishing of all engineering, labor, material, equipment, tools, supervision and incidental items necessary for the improvements to the Negley Station.

Ms. Zmijanac noted that this resolution also authorizes the Authority to enter into any necessary agreements with the Pittsburgh Water and Sewer Authority to tie the newly constructed stormwater utility for the project into PWSA's sanitary sewer water system.

On behalf of the Performance Oversight Committee, Ms. Zmijanac 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 did not meet this month but had updates on the Committee for Accessible Transportation and Allegheny County Transit Council.

The CAT Committee did not have a regular quarterly meeting scheduled in April. However, the Committee, along with the City County Task Force on Disabilities, was offered a special opportunity to meet with Port Authority staff on Wednesday, April 14 to participate in a question and answer session related to the proposed fare changes. This gave the Committee an opportunity to learn more about the proposed changes in advance of the public hearings.

ACTC held their regular monthly meeting on Wednesday April 21 from 5:30-7pm. The Council had the opportunity to meet with Port Authority staff and ask questions about the proposed fare changes in advance of the public hearings. The Council was also provided an update on the Title VI Analyses for November 2022. The next General Council meeting will be May 26 from 5:30-7pm using Microsoft Teams.

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

The Chair called on Ms. Ogoreuc for a report of the Finance Committee.

Ms. Ogoreuc reported that the Finance Committee met on Thursday, April 15 and had a resolution for the Board's consideration.

The resolution is seeking authorization to enter into a grant agreement with the Redevelopment Authority of Allegheny County to receive Community Infrastructure and Tourism funding. This funding allows authorities like Port Authority to carry-out important economic development for current and future use.

The funds of \$65,000 would be applied to planning and design of improved wayfinding at approximately 69 locations near the rail system and busways.

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

Ms. Ogoreuc then summarized the March 2021 Financial Statements. She reported that Total Operating Income for the month of March was \$4.9 million under budget. Through March, Total Operating Income is \$49.6 million below budget. Every Operating Income category was below

budget for the month and on a fiscal year-to-date perspective due to the pandemic. Lower Passenger Revenues and ACCESS Program Service Revenues constitute most of this shortfall.

Total Expenses for the month of March were \$2.9 million under budget due to lower fringe benefit expenses and \$34.72 million under budget for the fiscal year. Mr. Ogoreuc noted that it was reported at the meeting that if these trends continue, the Authority will not have to use any deferred revenues for operating purposes and may even have limited CARES ACT funds remaining to be utilized next fiscal year.

Total Subsidy for the fiscal year is \$5.87 million above budget due to CARES Act receipts that have offset lower Passenger Revenue.

It was also reported at the meeting that the Authority ended March with approximately \$142.4 million in Operating Reserves.

That concluded the report of the Finance Committee.

The Chair called on Ms. Liptak for a report of the Technology Committee. Ms. Liptak reported that the Technology Committee met on Thursday, April 15 and there was no contract or bid resolutions for presentation. She noted that the Committee was provided an update on the annual technology work plan.

That concluded the report of the Technology Committee.

The Chair announced the next Regular meeting of the Board will be Friday, May 28, 2021.

With no further business the meeting was adjourned.