



TO: Performance Oversight Committee
Representative Austin Davis
Representative Lori Mizgorski

FROM: Michelle Zmijanac, Committee Chair

DATE: April 12, 2021

SUBJECT: Performance Oversight Committee – April 15, 2021

The next meeting of the Performance Oversight Committee is scheduled for Thursday, April 15, 2021, being held virtually and conference call-in, immediately following the 9:00 a.m. Finance Committee meeting. The agenda is as follows:

1. Roll Call
2. Approval of Minutes of the March 18, 2021 Performance Oversight Committee Meeting.
3. Proposed Resolutions:
 - a. Awarding of Bids (Tony Trona)
 - b. Authorization to Extend and Amend Agreements for Executive Search, Outplacement and Coaching Services (Inez Colon)
 - c. Authorization to Enter into Agreement with Hatch Associates Consultants, Inc., for Environmental Consulting Services (Eric Bilsky)
 - d. Authorization to Extend and Amend Agreements to Provide Light Rail Transit Systems Contract Services (Eric Bilsky)
 - e. Authorization to Amend Agreements to Provide General Architecture and Engineering Contract Services (Eric Bilsky)
 - f. Authorization to Award Construction Contract for Negley Station Improvements Project (Eric Bilsky)
4. Adjourn

cc: Other Port Authority Board Members

PERFORMANCE OVERSIGHT COMMITTEE MEETING
March 18, 2021

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

Other Board Member
(all via Webex)
John Tague
Ann Ogoreuc
Jennifer Liptak
Jessica Walls-Lavelle

1. Approval of Minutes:

The Committee approved the minutes from the February 18, 2020 Performance Oversight Committee meeting.

2. Proposed Resolution:

The Committee 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 \$2.1 million dollars.

With no further business, the meeting was adjourned.

PROPOSED RESOLUTIONS

AWARDING OF BIDS

1. HERBICIDE APPLICATION SERVICES

This bid was publicly advertised and ebusiness documents were distributed. Two firms accepted the invitation and two bids were received for herbicide application services over a three-year period.

RECOMMENDATION: That a contract be awarded to the low responsible bidder that submitted a responsive bid, Allen Chase Enterprises Inc., in the estimated amount of \$166,537.86 over the three-year period.

There has been no recent purchase of these services, however, staff has determined the pricing to be fair and reasonable and consistent with the funds budgeted.

2. DIRECT FIXATION TIE PLATES (CHANGE ORDER TO EXERCISE OPTIONAL PURCHASE)

At its February 2021 meeting, the Board authorized a contract with L. B. Foster Company for direct fixation tie plates in the amount of \$578,089.50. The contract included an optional purchase of up to 5,000(qty) F20R0 plates, 5,000(qty) F20L0 plates and 7,500(qty) ductile iron inserts.

The Authority recently obtained additional funding for various track projects and the Technical Support & Way Departments wish to proceed with exercising the optional purchase for these items in support of various upcoming track projects.

RECOMMENDATION: That the contract be amended with L.B. Foster Company to exercise the optional purchase of items in the amount of \$873,375.00, bringing the total no-to-exceed contract value to \$1,451,464.50.

This price represents contract pricing and staff has determined the pricing to be fair and reasonable and consistent with the funds budgeted.

3. FORKLIFTS (CO-STARS STATE SCHEDULE)

The Commonwealth of Pennsylvania Department of General Services Cooperative Purchasing Program (Co-Stars) has awarded "Maintenance, Repair and Operation Equipment & Supplies" contracts to several firms.

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 October 11, 2021, and the Authority wishes to purchase a total of five forklifts under the terms and conditions of each of the respective contracts. These forklifts will replace units which are at least 10-years old and are 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 #08-541 – Operation Equipment (forklifts) to H&K Equipment for three diesel forklifts in the amount of \$112,647.00.
- Contract #08-541 – Operation Equipment (forklifts) to H&K Equipment for two electric forklifts in the amount of \$70,772.00.

Staff has determined the pricing on the Pennsylvania State Schedule 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.

**Port Authority of Allegheny County
Procurement Summary**

April 23, 2021

Item	Description	Number Of Bids	Lowest Responsive Bidder	Award Amount	2nd Bidder Amount	Annual Percentage Change to Previous Purchase
1	Herbicide Application Services	2	Allen Chase Enterprises Inc.	\$166,537.86	\$168,150.00	No Recent Contract
2	Direct Fixation Tie Plates (Change Order to Exercise Optional Purchase)	n/a	L.B. Foster Company	\$873,375.00	n/a	Contract Pricing
3	Fork Lifts (Co-Stars State Schedule)	n/a	H&K Equipment (3 Diesel units)	\$112,647.00	n/a	Contract Pricing / No recent Contract
			H&K Equipment (2 Electric units)	\$70,772.00	n/a	Contract Pricing / No recent Contract

Total Purchases: \$1,223,331.86

SUMMARY OF RESOLUTION

Authorization to Extend and Amend Agreements for Executive Search, Outplacement and Coaching Services

In February 2018, Port Authority of Allegheny County (Authority), in accordance with its Board-adopted Procurement Policy and Procedures for Competitive Negotiations for Professional and Technical Services, issued Request for Proposals No. 18-01 to obtain a pool of firms to provide Executive Search Services; a pool of firms to provide Outplacement Services and a pool of firms to provide Coaching Services (Services) that can be utilized on an as-needed basis.

In May 2018, the Authority's Board authorized the award of agreements (Agreements) to Krauthamer & Associates, Inc., The Bradley Partnerships, Inc., and Calfe & Associates, to provide Services for an initial term of three years and for a total not-to-exceed amount of \$272,671, to be allocated on an as-needed basis through task specific work orders. Agreements also contain two additional option years to be exercised by the Authority in its sole discretion.

To date, Services performed by Krauthamer & Associates, Inc., The Bradley Partnerships, Inc., and Calfe & Associates, have been satisfactory and in compliance with Agreements.

The initial three-year term of Agreements expires on June 27, 2021. The Authority has determined that it is in its best interest to exercise the first option year, extending the term of Agreements to June 27, 2022, and to increase the total not-to-exceed amount of Agreements by \$169,000, in order for Services to continue to be performed.

The attached resolution authorizes an amendment to Agreements to exercise the first option to extend the term of Agreements for one additional year to June 27, 2022, and to increase the previously authorized total not-to-exceed amount from \$272,671 to \$441,671.

RESOLUTION

WHEREAS, in May 2018, Port Authority of Allegheny County's (Authority) Board, following issuance of Request for Proposals No. 18-01, authorized the award of agreements (Agreements) to Krauthamer & Associates, Inc. and The Bradley Partnerships, Inc. to provide Executive Search Services; Calfe & Associates and The Bradley Partnerships, Inc., to provide Outplacement Services and The Bradley Partnerships, Inc. and Calfe & Associates, to provide Coaching Services (Services) for an initial term of three years for a total not-to-exceed amount of \$272,671; 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, the initial three-year term of Agreements expires on June 27, 2021; and

WHEREAS, Services performed by the contractors have been satisfactory and in compliance with Agreements; and

WHEREAS, the Authority has determined that it is in its best interest to exercise the option year and extend the term of Agreements to June 27, 2022; and

WHEREAS, the Authority has also determined that an increase of \$169,000 to the previously authorized total not-to-exceed amount of Agreements is necessary to perform Services, increasing the total not-to-exceed amount of Agreements to \$441,671.

NOW, THEREFORE, BE IT RESOLVED, that the chief executive officer and/or chief Human Resources officer be, and hereby are, authorized to execute an amendment to Agreements with Krauthamer & Associates, Inc., The Bradley Partnerships, Inc., and Calfe & Associates, in a form approved by counsel, to extend the term of Agreements for one additional year to June 27, 2022, and to increase the total not-to-exceed amount for Agreements from \$272,671 to \$441,671, 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 Agreement with Hatch Associates Consultants, Inc., for Environmental Consulting Services

Description

Port Authority of Allegheny County (Authority) requires a contractor to provide Environmental Consulting Services (Services). Work tasks would be assigned to the contractor through task-specific work orders on an as-needed basis for the performance of various assignments in accordance with federal, state and local regulations, including, but not limited to: (1) developing, updating and/or revising the environmental plans, policies and procedures manuals; (2) completing environmental permit application packages; performing environmental compliance audits of Authority operating facilities; (3) compliance sampling, studies and audits of water and wastewater; (4) evaluation of the storage of hazardous materials; (5) storage tank inspection to certify integrity; (6) sampling to support disposal of hazardous substances, municipal, residual and hazardous waste; (7) air quality emissions evaluations; or (8) soil contamination remediation; all in accordance with requirements and regulations of various federal, state and local government regulatory agencies. The contemplated work also includes identifying issues of potential non-compliance, providing environmental training, making recommendations for required remediation and developing the associated cost of compliance. The agreement (Agreement) would be for a three-year period with the option to extend the term of Agreement up to an additional two years at the Authority's sole discretion.

Evaluation Committee

Consistent with the Authority's Board-adopted Procurement Policy and Procedures for Competitive Negotiations for Professional and Technical Services, an Evaluation Committee was convened to evaluate proposals and recommend the top-rated proposer to perform Services. The Committee was comprised of five members and represented the Technical Support, Operations and Finance Divisions.

Schedule

Request for Proposals No. 20-14 for Services was publicly advertised, and an informational meeting was held on November 30, 2020. Six proposals were received on December 21, 2020 and were distributed to the Authority's Evaluation Committee.

Evaluation Process

The Evaluation Committee met to discuss and evaluate the proposals and determined those proposals which were in the competitive range that could potentially be able to achieve top ranked status. As a result of the review of the proposals, interviews were conducted.

As a result of the review of the proposals and the interviews, the Evaluation Committee identified Hatch Associates Consultants, Inc., as the proposer with the highest rated proposal to perform Services.

Summations of the Committee for the top proposers is set forth below:

Hatch Associates Consultants, Inc. (Hatch)

Hatch is a Pittsburgh-based multidisciplinary professional services firm with extensive experience providing environmental consulting to public sector firms, including the Authority. The project work plan was detailed and demonstrated a clear understanding of the Authority's requirements in the scope of services. Hatch's understanding was further demonstrated through the proposed staff and hours listed in the staffing table. The project organization and management plan were well developed and clearly described the staff and their roles on the project in the organizational chart. The project manager is experienced with more than 13 years working as the project manager on the Authority's environmental consulting agreements, as well as more than 31 years of experience in the field. Proposed key personnel are well qualified, with the majority having 20 years or more of experience and have worked together as a team on several projects. Hatch has proposed the use of two subcontractors, including a certified DBE firm, Collective Efforts, LLC. The DBE firm will accomplish approximately 30-35 percent of relevant work, showing a good faith effort.

Novel Geo-Environmental, LLC (NGE)

NGE is a Pittsburgh-based woman-owned environmental engineering consulting firm with very good experience working on similar projects with other public sector agencies. The project work plan was detailed and showed an understanding of the requirements in the Scope of Services. The hours listed in the staffing table were considered sufficient and broken down well by personnel. NGE's project organization and management plan presented a small but experienced team. The project manager is qualified with 17 years of experience working in the field. Proposed key personnel are qualified, with about half having 20 years or more of experience in the field. NGE proposes the use of one subcontractor who is not a DBE, however, NGE is a certified DBE and will be providing approximately 90 percent of the work. This shows a good faith effort.

Envirotrac, LTD (Envirotrac)

Envirotrac is a New York-based environmental consulting and contracting firm with good experience in the field, including holding the current environmental sampling and testing agreement with the Authority. The project work plan was presented in a clear and thoughtful manner and provided information regarding health and safety measures. The staffing table was well presented and broken down well by personnel, but the hours listed seemed to be low for some tasks. Envirotrac's project organization and management plan were thorough and well presented with clear lines of communication. The project manager is based out of New York and is well qualified with approximately 25 years of experience. Many of the proposed key personnel were also based in New York but were all qualified each with between 10 to 20 years of experience. Envirotrac

proposed the use of four subcontractors, all are certified DBEs. The DBEs will be performing approximately 35 percent of the work, most in relevant areas, showing a good faith effort.

Negotiations

A total not-to-exceed amount of up to \$600,000 is recommended for approval for Agreement, which is to be allocated by the Authority on an as-needed basis through task specific work orders. Agreement will be for a three-year term with the option to extend the term of Agreement up to an additional two years at the sole discretion of the Authority.

RESOLUTION

WHEREAS, Port Authority of Allegheny County (Authority) requires the services of a contractor to provide environmental consulting services (Services); and

WHEREAS, in order to obtain a qualified firm to perform Services, a Request for Proposals No. 20-14 detailing the required scope of services was prepared and publicly advertised; and

WHEREAS, six proposals were received on December 21, 2020. All proposals were reviewed and evaluated by the Authority's Evaluation Committee; and

WHEREAS, the proposal submitted by Hatch Associates Consultants, Inc., has been determined to be the highest rated proposal for the performance of Services; and

WHEREAS, negotiations with Hatch Associates Consultants, Inc., have been initiated and are progressing on a proposed Agreement to perform Services; and

WHEREAS, a total not-to-exceed amount of up to \$600,000 is recommended for approval for Agreement which would be allocated on an as-needed basis through task specific work orders.

NOW, THEREFORE, BE IT RESOLVED that the chief executive officer, chief development officer and/or director Capital Programs be, and hereby are, authorized to enter into an Agreement with Hatch Associates Consultants, Inc., in a form approved by counsel, to provide Services in an amount not-to-exceed \$600,000, to be allocated on an as-needed basis through task specific work orders, for an initial three-year term with the option to extend the term of Agreement up to an additional two years 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 to Provide Light Rail Transit Systems Contract Services

In May of 2017, Port Authority of Allegheny County's (Authority) Board authorized the award of Agreement No. R17-03-A to WSP USA, Inc. (formerly Parsons Brinckerhoff, Inc.) and Agreement R17-03-B to Mott MacDonald, LLC (Agreements) to provide Light Rail Transit Systems Contract Services for LRV and LRT Systems Design and Way and Facilities Systems Design (Services).

Agreements were for an initial term of four years through June 30, 2021 and a total not-to-exceed amount of \$7,000,000, with the option to extend Agreements up to one additional year at the Authority's sole discretion.

To date, Services have been completed in a satisfactory manner. The Authority has determined that it is in its best interest to extend the term of Agreements through June 30, 2022 to continue the completion of Services on current and future projects, and to increase the total not-to-exceed amount of Agreements by \$1,200,000, to ensure adequate funding for Services is maintained.

The attached resolution authorizes amendments to Agreements with WSP USA, Inc. and Mott MacDonald LLC, to extend the term of Agreements through June 30, 2022, and increase the total not-to-exceed amount of Agreements from \$7,000,000 to \$8,200,000.

4/23/21
M. Zmijanac

RESOLUTION

WHEREAS, Port Authority of Allegheny County (Authority), in accordance with its Board-adopted Procurement Policy and Procedures for Competitive Negotiations for Professional and Technical Services, previously awarded Agreement No. R17-03-A to WSP USA, Inc. (formerly Parsons Brinckerhoff, Inc.) and R17-03-B to Mott MacDonald LLC (Agreements) to perform Light Rail Transit Systems Contract Services (Services); and

WHEREAS, in May of 2017, the Board authorized Agreements which were for an initial term of four years through June 30, 2021, and a total not-to-exceed amount of \$7,000,000, with the option to extend Agreements up to one additional year at the Authority's sole discretion; and

WHEREAS, to date, Services have been completed in a satisfactory manner and the Authority has determined that it is in its best interest to extend the term Agreements through June 30, 2022, to continue the completion of Services on current and future projects, and to increase the total not-to-exceed amount of Agreements by \$1,200,000, to ensure adequate funding for Services is maintained.

NOW, THEREFORE, BE IT RESOLVED that the chief executive officer, chief development officer and/or director Capital Programs be, and hereby are, authorized to execute amendments to Agreements with WSP USA, Inc. and with Mott MacDonald, LLC, in a form approved by counsel, to increase the total not-to-exceed amount of Agreements from \$7,000,000 to \$8,200,000, 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 Amend Agreements to Provide General Architecture and Engineering Contract Services

In May of 2017, Port Authority of Allegheny County's (Authority) Board authorized the award of Agreement No. R17-02-A to Gannett Fleming, Inc. and Agreement R17-02-B to AECOM Technical Services, Inc. (Agreements) to provide General Architecture and Engineering Contract Services for roadway and site work design and building and structure design (Services).

Agreements were for an initial term of four years through June 30, 2021 and a total not-to-exceed amount of \$6,000,000, with the option to extend Agreements up to one additional year at the Authority's sole discretion. In April of 2020, the Board authorized the extension of Agreements to June 30, 2022 and an increase of the total not-to-exceed amount to \$7,750,000.

To date, Services have been completed in a satisfactory manner. The Authority has determined that it is in its best interest to increase the total not-to-exceed amount of Agreements by \$1,850,000, to ensure adequate funding for Services is maintained.

The attached resolution authorizes amendments to Agreements with Gannett Fleming, Inc. and AECOM Technical Services, Inc., to increase the total not-to-exceed amount of Agreements from \$7,750,000 to \$9,600,000.

4/23/21
M. Zmijanac

RESOLUTION

WHEREAS, Port Authority of Allegheny County (Authority), in accordance with its Board-adopted Procurement Policy and Procedures for Competitive Negotiations for Professional and Technical Services, previously awarded Agreement No. R17-02-A to Gannett Fleming, Inc. and R17-02-B to AECOM Technical Services, Inc. (Agreements) to perform General Architectural and Engineering Services (Services); and

WHEREAS, in May of 2017, the Board authorized Agreements for an initial term of four years through June 30, 2021 and a total not-to-exceed amount of \$6,000,000, with the option to extend Agreements up to one additional year at the Authority's sole discretion; and

WHEREAS, in April of 2020, the Board authorized the extension of Agreements to June 30, 2022 and an increase of the total not-to-exceed amount to \$7,750,000; and

WHEREAS, to date, Services have been completed in a satisfactory manner and the Authority has determined that it is in its best interest to increase the total not-to-exceed amount of Agreements by \$1,850,000 to ensure adequate funding for Services is maintained.

NOW, THEREFORE, BE IT RESOLVED that the chief executive officer, chief development officer and/or director Capital Programs be, and hereby are, authorized to execute amendments to Agreements with Gannett Fleming, Inc. and with AECOM Technical Services, Inc., in a form approved by counsel, to increase the total not-to-exceed amount of Agreements from \$7,750,000 to \$9,600,000, 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 Award Construction Contract for Negley Station Improvements Project

Contract SYS-21-03 provides for the furnishing of all engineering, labor, material, equipment, tools, supervision and incidental items necessary for improvements to Negley Station, including but not limited to, demolition and construction of paved bus travel lanes, underground stormwater utilities, stormwater bio-detention basins, site upgrades and improvements, bus canopies, LED lighting upgrades and passenger drop-off/pick-up pavilion.

Bid documents were prepared and publicly advertised by Port Authority of Allegheny County (Authority). Five bids for Contract SYS-21-03 (Contract) were received and opened on February 9, 2021.

After review of the bids by the Authority's staff and legal counsel, it has been determined that the bid of Plavchak Construction Co., Inc., in the amount of \$2,462,550.00, for Contract is the lowest responsive bid from a responsible bidder meeting the Authority's specifications for the project and the bid price is fair and reasonable.

This resolution would authorize the Authority to award Contract to Plavchak Construction Co., Inc., in the amount of \$2,462,550.00, subject to completion of all pre-award requirements, in an agreement form approved by legal counsel. This resolution would further authorize the Authority to enter into any necessary agreements, in a form approved by legal counsel, with the Pittsburgh Water and Sewer Authority (PWSA) to tie the newly constructed stormwater utilities for the Negley Station Improvements project into PWSA's sanitary sewer water system.

RESOLUTION

WHEREAS, Port Authority of Allegheny County (Authority) is engaged in the design and construction of the Negley Station Improvements project (Project); and

WHEREAS, the work for Project includes the furnishing of all engineering, labor, material, equipment, tools, supervision, and incidental items necessary for improvements to Negley Station, including but not limited to, demolition and construction of paved bus travel lanes, underground stormwater utilities, stormwater bio-detention basins, site upgrades and improvements, bus canopies, LED lighting upgrades and passenger drop-off/pick-up pavilion; and

WHEREAS, in order to perform Project, bid documents were prepared for Contract SYS-21-03, Negley Station Improvements Project (Contract), and publicly advertised; and

WHEREAS, five bids for Contract were received and opened on February 9, 2021; and

WHEREAS, the bid of Plavchak Construction Co., Inc., in the amount of \$2,462,550.00, is the lowest responsive bid from a responsible bidder among the bids received for Contract; and

WHEREAS, the respective bid of Plavchak Construction Co., Inc., has been reviewed by the Authority's staff and legal counsel and is recommended for award of the respective Contract.

NOW, THEREFORE, BE IT RESOLVED, that the chief executive officer, chief development officer and/or director Capital Programs, or their respective designee, be, and hereby are, authorized to enter into an agreement, in a form approved by counsel, with Plavchak Construction Co., Inc., in the amount of \$2,462,550.00, for Contract, subject to successful completion of the pre-award requirements in an agreement form approved by legal counsel, and to take all such other actions as may be necessary and proper to carry out the purpose and intent of this resolution.

NOW, THEREFORE, BE IT FURTHER RESOLVED, that the chief executive officer, chief development officer and/or director of Capital Programs, or their respective designee, be, and they hereby are, authorized to enter into any necessary agreements, in a form approved by counsel, with the Pittsburgh Water and Sewer Authority (PWSA) to tie the newly constructed stormwater utilities for Project into PWSA's sanitary sewer water system, and to take any and all other actions necessary and proper to carry out the purpose and intent of this resolution.