PORT AUTHORITY OF ALLEGHENY COUNTY
MINUTES OF THE REGULAR BOARD MEETING
FRIDAY, JULY 29, 2022

The Regular Meeting of the Board of Port Authority of Allegheny County was held on Friday, July 29, 2022, 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 were in attendance in person: Jeff Letwin, Chair, Jennifer Liptak, Stephanie Turman and Michelle Zmijanac. The following members were in attendance virtually: Senator Jim Brewster, Representative Austin Davis, John L. Tague Jr., Representative Lori Mizgorski and Ali Doyle. Board Solicitor Sandy Garfinkel attended in-person.

The Chair called the July 29, 2022 Regular Meeting to order and requested everyone stand for the pledge of allegiance and a moment of silence for the war in Ukraine.

A recommendation was made for approval of the minutes of the June 24, 2022 Regular Meeting. A motion was made, seconded, and unanimously passed.

Before calling on Ms. Kelleman for her remarks, the Chair wanted to take a brief moment to express the Board's profound gratitude to Jessica Walls-Lavelle, with whom most of the members had served since her appointment by Governor Wolf in April 2019. Jessica submitted her letter of resignation the prior week.

He remarked that Jessica has been a wonderful colleague. She was very thoughtful, always listened, asked good questions, and, above all else, put riders first.

"We are very grateful for her service and wish her nothing but the best in the future."

Mr. Letwin also took this opportunity to welcome the newest member of our board, Ali Doyle, in attendance virtually, who was appointed by Governor Wolf to replace Jessica and serves as the Southwest Regional Director for the Governor's Office.

Mr. Letwin then called on Pittsburgh Regional Transit CEO, Katharine Kelleman for a report.

Ms. Kelleman first asked for a moment of silence for the following retired employees who passed away since June. They were Operators Robert G. Walker, Craig Allen, Louis Mittlemeier, Charles Fryer, William Barker, Samuel St. Julien, Wilbert Stewart, and John Stanisic; bus assignment shifters Kenneth Fagley and Cora Rogers; Fareperson Teddy Ault; Special work repairperson and driver James Skirtich; and seat and sign repairman Arthur Pannill.

Ms. Kelleman continued reporting that last month PRT recognized operators who achieved 30 years without a recorded accident. This month, she wanted to recognize those operators who have achieved 20 years without a recorded accident. And again, this is truly an impressive feat. Ms. Kelleman recognized the following operators at this time:

From the Ross Division, James Alexander; From East Liberty: John Roberts and Doran Bowser; From the Rail Center: Craig Davis, John Lorenzato; and from West Mifflin: Derek Nowlin.

Approved

Next, Ms. Kelleman reported that last Tuesday morning, the LRT Systems and Power and Way Departments responded to a call of a tree down on the line between Munroe and Sarah on the Silver Line.

While they were repairing and cleaning up, a member of the Way Department became pinned between two trees. Members of both departments sprang into action, running into the woods to rescue the trapped man and called 911 for medical assistance.

Their quick response resulted in medical care in less than 13 minutes from the time the injury occurred, and according to the surgeons at Mercy hospital, their quick response prevented the loss of a limb.

The actions are in keeping with the finest traditions of the Way and LRT Systems & Power departments and reflect great credit upon themselves, ATU 85, and Pittsburgh Regional Transit.

Ms. Kelleman recognized the following members of the Way and LRT Systems & Power Departments, some of whom were unable to join us today but she read their names so they can be recognized: Pete Nuovo, Chris Brown, Ben Clanton, Sascha Craig, Shaun Dickey, Carmen Grimaldi, Stephen Jackson, Paul Kress, Russell Matiasic, David Rauenswinter, Lamont Watts, Heath Zwigart, Nathan Delaney, Ben Claus, Jeff King, Alex Roguski, Regis Bender, George Bucar, John Diggans, Brandon Froelich, Joe Gleormini, and Henry Pituch.

Ms. Kelleman continued her report by discussing the delivery of our Strategic Plan last week by our Strategic Planning Division. “As our nation, our region, and our industry evolves, Pittsburgh Regional Transit must remain resilient, competitive, and a catalyst for positive change in the communities we serve.”

“To plan for these challenges and opportunities, we developed this five-year Strategic Plan to provide direction to our agency, communicate goals and objectives, and guide all of us here at PRT.”

“This plan establishes the framework for the agency to proactively plan and respond to the needs of our employees, riders, and stakeholders by re-establishing our values, redefining our mission, and setting goals that align with them.”

She believes that as long as PRT is “looking through the lens of collaboration, customer service, equity, flexibility, integrity, and safety, we can achieve those goals.”

Ms. Kelleman added that she implores everyone, but especially employees and those who care about the future of this agency and our region, to read the document or the condensed companion document, both of which can be found at www.rideprt.org/StrategicPlan.

That concluded the report of the Chief Executive Officer.

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

The Performance Oversight Committee met last week, and Ms. Zmijanac had five resolutions for the Board’s consideration.

Approved

The Committee first reviewed five procurement items and determined the bids to be in accordance with PRT'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 $2,838,513.85.

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 next resolution seeking authorization to enter into agreements to purchase clean diesel and battery electric powered 40-foot low floor and/or 60-foot low floor articulated transit buses.

In order to obtain new transit buses to replace previously purchased buses that are nearing the end of their useful life, a request for proposals was prepared and publicly advertised for the purchase of up to 107 new 60-foot low floor articulated buses and/or 30 new 40-foot low floor buses with an option to purchase up to 50 additional 60-foot low floor articulated buses and/or bus rapid transit-styled buses, 270 additional 35-foot and/or 40-foot low floor buses, diesel buses and/or battery electric buses, and associated components, training, special tools and equipment needed to maintain the buses.

The proposal submitted by Gillig, LLC, has been determined to be the highest rated proposal to purchase 40-foot low floor buses at a unit price of $553,775 per clean diesel bus.

The proposal submitted by New Flyer of America, Inc., has been determined to be the highest rated proposal to purchase 60-foot articulated low floor buses that includes a unit price of $794,400.00 per clean diesel bus with a bus rapid transit alternative styling option cost addition of $12,138.37 per unit and $1,414,000.00 per battery electric powered bus with a BRT alternative styling option cost of $8,064.51 per 60-foot bus.

The Performance Oversight Committee recommended entering into agreements for a five-year term with Gillig for the purchase of the 40-foot buses in an amount not to exceed $17,777,951.00 and with New Flyer for the 60-foot buses in an amount not to exceed $100,125,954.61.

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 next resolution seeking authorization to award a construction contract for the rehabilitation of bridges along PRT's East Busway.

To perform the work for the contract, bid documents were prepared and publicly advertised, and three bids were received. After review of the responsive bids, it has been determined that the bid of Mosites Construction Company, is the lowest responsive bid from a responsible bidder meeting the requirements for the contract.

Approved

The Performance Oversight Committee recommended that a contract be awarded to Mosites Construction Company, in the amount of $6,057,777.00, subject to completing all pre-award requirements.

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 continued reporting that in November 2021, the Board authorized PRT to award construction contracts for the Monongahela Incline Rehabilitation project.

In finalizing the schedule and work plan for the project, staff identified the need to enter onto and utilize property owned by the City of Pittsburgh for completion of certain structural repairs, and to complete slope stabilization work above and below McArdle Roadway.

This resolution authorizes PRT to enter into an Easement Agreement with the City of Pittsburgh in a form approved by legal counsel.

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 to acquire remaining right of way for the Bus Rapid Transit ("BRT") project.

Over the past several months, PRT staff, with support from its design and real estate consultants, has acquired various right-of-way interests from property owners voluntarily in lieu of condemnation, including 116 license agreements for sidewalk work and 54 temporary construction easement agreements for roadway, station and utility work. Exhibit A attached to the resolution is a list and description of remaining BRT right of way where despite PRT's efforts to reach amicable agreements to acquire the interests, agreements with the property owners have not been reached to date.

This resolution will authorize PRT to exercise its right of eminent domain and condemn the remaining right-of-way necessary to complete the construction of the BRT Project, if required.

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.

At the meeting, Ms. Kelleman and PRT's chief strategy officer, Mr. Hamilton, presented an overview of the five-year Strategic Plan. The Plan was developed over a comprehensive process over a six-month period this year. It is intended to provide strategic direction, communicate goals and objectives, and guide PRT's leadership and workforce while providing insight on our priorities to customers and stakeholders.

This five-year Strategic Plan is the product of extensive collaboration with PRT's Leadership Team and an analysis of the current and future state of Pittsburgh Regional Transit. It establishes the framework for the agency to proactively plan and respond to the changing environment, enabling the organization to remain resilient and be a catalyst for positive change in the region.

Approved

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.

The Planning and Stakeholder Relations Committee met last week, and Mr. Tague had several updates for the Board.

First, the Committee received a presentation on the September service changes. There were no major service changes.

There were two division changes. PRT is planning to use battery electric buses on the P3 bus route, and the electric changing station are being installed at East Liberty Garage. So, we are moving the P3 from West Mifflin to East Liberty. Route 64 is currently operating out of both the East Liberty and West Mifflin Divisions. In September the route will operate out of West Mifflin only.

Mr. Tague also reported that several routes have minor time adjustments. Public notice will be provided 30 days before the changes occur.

Next, the Committee was updated on the Mon Incline Rehabilitation Project. While the incline is out of service, a shuttle bus is operating from 5:30 am until 12:30am on weekdays and Saturdays from 8:30am until midnight on Sunday. The shuttle is scheduled to run every 30 minutes, but Mr. Tague noted that frequency may be impacted by available operators. Service was increased on Bus Route 40 to help provide additional service in the area.

The Committee was also provided an update on the June Service changes that went into effect last month. The main component of the June Service Changes was to improve reliability. “We reduced scheduled service with the goal of increasing the ’extra board’ and therefore the reducing our ’out of service’ number.” Over the last few weeks the “out of service” is down to two percent, which is a great improvement. “We would still like to see that number get closer to zero.”

The Committee was also provided an overview of the Smithfield Street Bus Stop Balancing Project. PRT evaluated bus stops on Smithfield Street Downtown between Sixth Avenue and The Boulevard of the Allies in conjunction with a City of Pittsburgh project. Stops evaluated were not well spaced. There are three stops very close together, followed by several blocks with no stops.

The PRT Transit Amenities team recommended removing two existing stops and adding one new stop. PRT shared the recommended changes and solicited feedback from riders at the impacted stops. Based on mostly positive rider feedback, we are planning to remove the existing bus stops at Smithfield and Forbes Avenue and Smithfield and Third Avenue, and, create a new stop at Smithfield and Fourth Avenue, better adhering to our bus stop guidelines and providing adequate spacing. Changes will be implemented in 2024 when the City’s project is complete.

Lastly, the Committee was provided an update on the Bus Rapid Transit Project. It was reported that the FTA has been conducting a risk assessment of the BRT project for the past year. This assessment demonstrated that the project was too big with too much risk, so we divided the project into phases.

Approved

The Scope Revisions to the project include advancing the Downtown Loop (Phase I) in advance of Uptown and Oakland (Phase II); branch infrastructure is moved to a future phase; BRT service will continue through the branches; the Highland Park Layover will be implemented following the PWSA Raising Main project; electrification of the bus fleet has been moved to a parallel project; and Smart Signals project will begin after BRT construction activities.

PRT has conducted significant outreach over the past two months. Public Meetings are scheduled for August 2nd at 6pm and August 11th at noon. Anyone who wants to attend one of the public meetings, or learn more about the project, should visit www.PortAuthority.org/brt

Mr. Tague then reported on the Allegheny County Transit Council and The Committee on Accessible Transportation. ACTC met on July 27 and were provided with an overview of NEXTransit Downtown project and the South Busway Rehabilitation project. They also received an update on Bus Rapid Transit project. The next meeting is scheduled for September 21.

The Committee on Accessible Transportation did not meet in June.

Per Mr. Tague's report, the Chair presented a resolution regarding the authorization to enter into Bus Rapid Transit Project Phase II Agreement of Cooperation with the Pittsburgh Water and Sewer Authority. This item was previously described to the Board in prior presentations concerning the BRT project.

Mr. Letwin 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 Planning and Stakeholder Relations Committee.

In the absence of Ms. Ann Ogoreuc, Chair of the Finance Committee, Mr. Letwin gave the following report.

The Finance Committee met on Thursday, July 21, 2022.

At the meeting, Controller Peter Schenk reported on the unaudited June financial results.

Mr. Schenk stressed that these financial results are unaudited and exclude a significant year-end Salary and Wage accrual as well as accruals related to July invoices for materials, supplies and services received in June.

He reported that Total Operating Income for the month of June was $5.4 million and under budget by $2.5 million. Total Operating Income was $350,000 higher than May primarily due to increased weekly pass sales.

Total Operating Income for FY 2022 was $44.9 million under budget for the fiscal year with every income category performing below budget.

Mr. Letwin noted that Federal ARPA funding will be utilized to make-up for this revenue shortfall.

Total Operating Expenses in June were $10.5 million below budget with Purchased Services being the largest contributor to this variance.

Approved

Total Unaudited Operating Expenses for the fiscal year is $51.9 million below budget. Lower Materials & Supplies and Purchased Services account for $21.2 million of this variance.

Total Subsidy for the month was $5.7 million over budget due to a $10.3 million ARPA invoice in June. Total Subsidy for the fiscal year is $1.8 million below budget due to lower federal stimulus invoicing and Preventive Maintenance invoicing.

Finally, it was reported that the operating deficit stands at $6.3 million. A final ARPA invoice will be submitted to eliminate the deficit once all accrual entries have been booked.

Mr. Letwin concluded the Finance report by stating that PRT ended the month of June with approximately $162.4 million in cash 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, July 21, and she had three resolutions for the Board's consideration.

The Committee first reviewed two procurement items, one of which was a change order and the other a bid. The Committee determined both items to be in accordance with PRT's procurement policies and procedures, the prices fair and reasonable, the bidders to be responsible and the bids responsive.

The Technology Committee recommended the award of change order and bid as listed in the resolution for the total amount of $1,615,125.36.

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

Ms. Liptak presented the next resolution extending and amending the agreement with TransAmerica Training Management, Inc. to provide Oracle/PeopleSoft Training Services

The initial three-year term expired on Oct 31, 2021, with the first option year approved last year.

The agreement provides for the option to extend up to an additional two years, at the sole discretion of PRT.

This resolution is to exercise the second year of that option, with no increase in the previously authorized not-to-exceed amount of $200,000. The Technology Committee recommended that PRT enter into the requested one-year extension on this contract.

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

Ms. Liptak presented the final resolution seeking authorization to extend and amend the agreement with Masabi, LLC to provide Mobile Ticketing Services.

Approved

The initial three-year term expires on August 8, 2022. The agreement provides for the option to extend up to an additional two years, at the sole discretion of PRT.

This resolution is to exercise the first year of that option, with an increase in the previously authorized not-to-exceed amount from $2,850,000 to $ 3,658,735

The Technology Committee recommended the requested one-year extension on this contract.

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

Following the business items, Mr. Jeffrey Devlin provided an update on the Mobile Ticketing Services project, including adoption rate at this stage, university pass activations, and status of the rail installation.

That concluded the report of the Technology Committee.

There was no new business, so the Chair moved into the public comment portion of the meeting.

There were three speakers addressing the Board this month.

The first speaker Mr. Ralph Williams, President of ACTC, discussed his concerns with the June service reductions and driver shortage and urged PRT to bring back the experienced drivers. He suggested a marketing campaign to earn the public's trust again. He also urged Senator Brewster and Representative Davis to look into getting funding for PRT from the casinos and gas drilling.

There were also two speakers, Mr. Ramesh Bambwani and Mr. John Kohl, who discussed their concerns with bus stops along Cedar Boulevard in Mt. Lebanon/Upper St. Clair. They are seeking to have a bus stop established at the intersection of Cedar Boulevard and Gilkeson Road. They also requested PRT to make stops in this area safer and more accessible and a safe pathway to/from the stop. Both speakers also stated their concerns with the service reductions.

The Chair announced the next Regular meeting of the Board will be Friday, September 23, 2022.

With no further business the meeting was adjourned.

Approved