

**REGULAR MEETING OF THE BOARD
9:30 A.M., FRIDAY, JANUARY 25, 2019
PRELIMINARY AGENDA**

- I. Call to Order – Mr. Jeff Letwin, Chairman**
- II. Approval of Minutes:**
 - 1. December 7, 2018 Regular Meeting**
- III. Report of the Chief Executive Officer – Ms. Katharine Kelleman**
- IV. Report of Performance Oversight Committee – Ms. Michelle Zmijanac, Chair**
 - 1. Financial Statements**
 - 2. Awarding of Bids**
 - 3. Authorization to Award Construction Contracts for the Wash Rack Replacement at Ross and Collier Garages and Cyclone Installation at Ross and East Liberty Garages Project**
 - 4. Authorization to Purchase two 40-foot Low Floor Electric-Powered Coaches**
 - 5. Authorization to Enter into Agreements to Provide Governmental Relations and Legislative Consulting Services**
 - 6. Authorization to Extend and Amend Agreement with Parkway Parking of Pennsylvania, Inc., for South Hills Village Parking Garage Facility Management Services**
 - 7. Authorization to Enter into Deeds of Easement with the Municipal Authority of the City of McKeesport**
 - 8. Authorization to Amend the Collective Bargaining Agreement with Local 85, Amalgamated Transit Union Covering Rank-and-File Employees**
 - 9. Authorization to Enter into an Agreement to Provide Fare Model Development and Related Title VI Fare Equity Analysis Services**
 - 10. Authorization to Extend and Amend Agreement with Maher Duessel to Provide Financial Audit and Pension Plan Audit Services**
 - 11. Authorization to Apply for and Enter into Agreements for CY 2019 Operating and Capital Grant Funds**
- V. Report of Planning and Stakeholder Relations Committee – Mr. John L. Tague Jr., Chair**
- VI. Report of Technology Committee – Mr. Rob Vescio, Chair**

VII. New Business

VIII. Public Comment:

1. Gerald Chessman
2. Jonah McAllister-Erickson, PPT
3. Joshua Malloy, PPT
4. Khadeisia Pirl, PPT
5. Teireik Williams, PPT
6. Jamyra Miller, PPT

IX. NEXT REGULAR MEETING – February 22, 2019

X. Adjournment

REPORT OF PERFORMANCE OVERSIGHT COMMITTEE

FINANCIAL STATEMENTS



Port Authority of Allegheny County
CONSOLIDATED STATEMENT OF NET POSITION
For the Current Period
As of December 31, 2018

	<u>OPERN</u>	<u>CAPTL</u>	<u>TOTAL</u>
<u>ASSETS</u>			
CURRENT ASSETS			
Cash and cash equivalents	\$ 119,368,520.29	\$ 13,590,109.78	132,958,630.07
Capital grants receivable	9,523.51	16,228,788.81	16,238,312.32
Other receivables	7,809,149.04	0.00	7,809,149.04
Prepaid expenses	1,210,749.60	-	1,210,749.60
Materials & supplies	14,918,770.06	-	14,918,770.06
Total Current Assets	<u>143,316,712.50</u>	<u>29,818,898.59</u>	<u>173,135,611.09</u>
NONCURRENT ASSETS			
Restricted assets for capital additions and related debt	-	20,503,761.53	20,503,761.53
Designated for reserve fund	34,982,415.00	-	34,982,415.00
Capital assets, net of accumulated depreciation	-	1,310,623,738.27	1,310,623,738.27
Total Non-Current Assets	<u>34,982,415.00</u>	<u>1,331,127,499.80</u>	<u>1,366,109,914.80</u>
TOTAL ASSETS	<u>\$ 178,299,127.50</u>	<u>\$ 1,360,946,398.39</u>	<u>\$ 1,539,245,525.89</u>
<u>DEFERRED OUTFLOWS OF RESOURCES</u>			
Deferred charge on refunding	-	8,031,248.02	8,031,248.02
Related to pensions	59,850,178.00	-	59,850,178.00
Related to OPEB	60,976,741.00	-	60,976,741.00
TOTAL DEFERRED OUTFLOWS OF RESOURCES	<u>\$ 120,826,919.00</u>	<u>\$ 8,031,248.02</u>	<u>\$ 128,858,167.02</u>
<u>LIABILITIES</u>			
CURRENT LIABILITIES			
Accounts payable	7,339,363.62	2,056,856.66	9,396,220.28
Accrued compensation, benefits & withholdings	15,810,120.35	-	15,810,120.35
Unearned revenue	122,738,479.48	26,558,924.43	149,297,403.91
Reserves for claims & settlements	5,415,596.00	-	5,415,596.00
Current portion of bond payable	-	12,520,000.00	12,520,000.00
Other current liabilities	-	3,188,845.84	3,188,845.84
Total Current Liabilities	<u>151,303,559.45</u>	<u>44,324,626.93</u>	<u>195,628,186.38</u>
NONCURRENT LIABILITIES			
Bond payable, net	-	172,917,399.15	172,917,399.15
Reserves for claims & settlements	6,119,474.00	-	6,119,474.00
Accrued OPEB liability	631,119,563.00	-	631,119,563.00
Net pension liability	322,797,115.00	-	322,797,115.00
Total Non-Current Liabilities	<u>960,036,152.00</u>	<u>172,917,399.15</u>	<u>1,132,953,551.15</u>
TOTAL LIABILITIES	<u>\$ 1,111,339,711.45</u>	<u>\$ 217,242,026.08</u>	<u>\$ 1,328,581,737.53</u>
<u>DEFERRED INFLOWS OF RESOURCES</u>			
Related to pensions	\$ 60,624,852.00	\$ -	\$ 60,624,852.00
<u>NET ASSETS</u>			
TOTAL NET POSITION	<u>\$ (872,838,516.95)</u>	<u>\$ 1,151,735,620.33</u>	<u>\$ 278,897,103.38</u>

PORT AUTHORITY OF ALLEGHENY COUNTY
COMPARATIVE SUMMARY OF REVENUES AND EXPENSES

	Month of December 2018			6 Month Year-to-Date			Notes on Variances
	Budget	Actual	Variance	Budget	Actual	Variance	
REVENUE :							
Passenger revenue -							
Bus, Light Rail & Incline Plane	\$6,866,585	\$7,219,293	\$352,708	\$44,554,985	\$45,415,091	\$860,106	
ACCESS program service	925,758	874,790	(\$50,968)	5,903,778	5,600,295	(\$303,483)	
Advertising	229,166	400,846	\$171,680	1,374,996	1,489,661	\$114,665	
Interest income	162,047	179,170	\$17,123	543,712	921,886	\$378,174	
Other income	60,164	30,031	(\$30,133)	360,984	404,781	\$43,797	
Total Operating Income	\$8,243,720	\$8,704,130	\$460,410	\$52,738,455	\$53,831,714	\$1,093,259	Total Operating Income was \$460,410 above budget primarily due to higher Passenger Revenues. Year-to-date Total Operating Income is \$1,093,259 over budget primarily due to higher Passenger Revenues and Interest Income.
EXPENSE :							
Wages & salaries	\$13,447,360	\$13,130,490	\$316,870	\$80,879,636	\$80,424,832	\$454,804	
Employee benefits	12,301,728	12,095,047	\$206,681	74,821,997	73,162,752	\$1,659,245	
Materials & supplies	4,219,830	2,971,436	\$1,248,394	23,691,908	22,723,795	\$968,113	
Provision for injuries & damages	317,828	189,077	\$128,751	2,551,992	1,865,991	\$686,001	
Purchased services	1,215,844	968,942	\$246,902	7,705,907	6,575,059	\$1,130,848	
Utilities	733,552	574,789	\$158,763	3,916,264	3,131,820	\$784,444	
Other expense	1,028,256	635,835	\$392,421	6,290,394	4,260,281	\$2,030,113	
Interest	0	0	\$0	0	0	\$0	
ACCESS program service	2,348,592	2,409,545	(\$60,953)	14,091,552	13,765,710	\$325,842	
Total Expense	\$35,612,990	\$32,975,161	\$2,637,829	\$213,949,650	\$205,910,240	\$8,039,410	
Deficit before Subsidy	(\$27,369,270)	(\$24,271,031)	\$3,098,239	(\$161,211,195)	(\$152,078,526)	\$9,132,669	Total Operating Income for the month was \$2.6M under budget. Materials & Supplies contributed significantly to this variance by ending the month \$1.25M under budget. Year-to-date expenses are \$8.03M under budget. All expense categories are currently under budget.
Operating Subsidy:							
County Drink Tax Revenue			\$0			\$0	
RAD Assistance - Local	275,000	275,000	\$0	1,650,000	1,650,000	\$0	
Gen Operating Assist - State	19,591,541	18,617,629	(\$973,912)	117,549,246	119,551,539	\$2,002,293	
Defer State Operating Assist			\$0			\$0	
Cost of Contracting			\$0	3,207,690	3,543,554	\$335,864	
Redistribute to Vehicle Overhaul			\$0			\$0	
Redistribute to Capital Accounts	170,333	171,183	\$850	901,665	967,353	\$65,688	
Fringe Benefits Redistrib Cap Accts	85,000	94,704	\$9,704	510,000	479,570	(\$30,430)	
Preventive Maintenance	4,301,765	4,301,765	\$0	30,179,738	30,168,596	(\$11,142)	
ACM Capitalizations			\$0			\$0	
Third Party Reimbursements	57,650	2,782	(\$54,868)	136,800	102,649	(\$34,151)	
ACCESS-JARC/New Freedom	66,667		\$0	400,002		\$0	
ACCESS-5310 revenue	46,725	55,426	(\$66,667)	280,350	307,441	(\$400,002)	
ACCESS-PWD			\$8,701			\$27,091	
Total Subsidy	\$24,594,681	\$23,518,489	(\$1,076,192)	\$154,815,491	\$156,770,702	\$1,955,211	Total Subsidies are \$1.07M under budget for the month, but year-to-date are \$1.95 million over budget due to higher State Operating Assistance. This will normalize by year-end assuming Federal funding is accessible.
Surplus/Deficit	(\$2,774,589)	(\$752,542)	\$2,022,047	(\$6,395,704)	\$4,692,176	\$11,087,880	



PORT AUTHORITY OF ALLEGHENY COUNTY COMPARATIVE SUMMARY OF REVENUES AND EXPENSES

	Monthly Actuals		Year to Date Actuals		Notes on Year over Year Variances
	December 2017	December 2018	Variance	FY2019	
REVENUE :					
Passenger revenue -					
Bus, Light Rail & Incline Plane	\$6,816,229	\$7,219,293	\$403,064	\$45,934,141	(\$519,050)
ACCESS program service	997,769	874,790	(\$122,979)	6,188,328	5,600,295
Advertising	319,670	400,846	\$81,176	1,876,364	1,489,661
Interest income	78,504	179,170	\$100,666	458,118	921,886
Other income	22,326	30,031	\$7,705	407,642	404,781
					(\$2,861)
Total Operating Income	\$8,234,498	\$8,704,130	\$469,632	\$54,864,593	\$53,831,714
EXPENSE :					
Wages & salaries	\$12,488,895	\$13,130,490	(\$641,595)	\$75,620,000	\$80,424,832
Employee benefits	15,320,475	12,095,047	\$3,225,428	74,696,728	73,162,752
Materials & supplies	2,673,291	2,971,436	(\$298,145)	18,406,383	22,723,795
Provision for injuries & damages	214,501	189,077	\$25,424	1,483,288	1,865,991
Purchased services	1,181,032	968,942	\$212,090	4,418,086	6,575,059
Utilities	512,153	574,789	(\$62,636)	2,978,236	3,131,820
Other expense	306,213	635,835	(\$329,622)	2,238,132	4,260,281
Interest	0	0	\$0	0	\$0
ACCESS program service	2,333,300	2,409,545	(\$76,245)	14,426,186	13,765,710
					\$660,476
Total Expense	\$35,029,860	\$32,975,161	\$2,054,699	\$194,267,039	\$205,910,240
Deficit before Subsidy	(\$26,795,362)	(\$24,271,031)	\$2,524,331	(\$139,402,446)	(\$152,078,526)
Operating Subsidy:					
County Drink Tax Revenue			-		-
RAD Assistance - Local	275,000	275,000	-	1,650,000	-
Gen Operating Assist - State	18,244,268	18,617,629	373,361	115,566,066	119,551,539
Defer State Operating Assist			-		-
Cost of Contracting			-		-
Redistribute to Vehicle Overhaul	203,653		(203,653)	3,660,778	3,543,554
Redistribute to Capital Accounts	553,845	171,183	(382,662)	1,576,203	(1,576,203)
Fringe Benefits Redistrib Cap Accts	199,542	94,704	(104,838)	1,167,482	967,353
Preventive Maintenance	2,095,483	4,301,765	2,206,282	392,716	479,570
ACM Capitalizations			-	12,234,320	30,168,596
Third Party Reimbursements	16,476	2,782	(13,694)	158,687	102,649
ACCESS-JARC/New Freedom			-		-
ACCESS-5310 revenue			-		-
ACCESS-PWD	112,937	55,426	(57,510)	535,396	307,441
					(227,956)
Total Subsidy	\$ 21,701,205	\$23,518,489	\$ 1,817,284	\$ 136,941,649	\$156,770,702
Surplus/Deficit	\$ (5,094,157)	(\$752,542)	\$ 4,341,615	\$ (2,460,797)	\$4,692,176
					\$7,152,972
Total Expense is \$11.6M higher than last fiscal year. All categories except Employee Benefits and ACCESS Expense is above last fiscal year.					
Total Operating Income is \$1.0 below last fiscal year. However, last Fiscal Year had a \$1.3 million accounting adjustment.					
Total Subsidies are \$19.8M higher than last fiscal year due to higher usage of Preventive Maintenance dollars.					

Total Operating Income is \$1.0 below last fiscal year. However, last Fiscal Year had a \$1.3 million accounting adjustment.

Total Expense is \$11.6M higher than last fiscal year. All categories except Employee Benefits and ACCESS Expense is above last fiscal year.

Total Subsidies are \$19.8M higher than last fiscal year due to higher usage of Preventive Maintenance dollars.

PROPOSED RESOLUTIONS

AWARDING OF BIDS

1. WHEEL FLANGE LUBRICATION STICKS

This bid was publicly advertised and documents were distributed. Four firms accepted the invitation and three bids were received for wheel flange lubrication sticks used in the maintenance of the Authority's Light Rail Vehicle fleet over a two-year term.

RECOMMENDATION: That a contract be awarded to the lowest responsible bidder that submitted a responsive bid, Mersen USA BN Corp., in the estimated amount of \$284,000.00 over the two-year period.

This price represents a 15 percent decrease over the previous contract prices for these items two years ago. Staff has determined the pricing to be fair and reasonable and consistent with the funds budgeted.

2. BIO-DIESEL FUEL (CHANGE ORDER)

At its May 2018 meeting, the Board authorized an agreement with Guttman Energy for the purchase of bio-diesel fuel for a one-year period with an optional one-year extension period to be exercised at the Authority's sole discretion.

This contract permits the Authority staff to "lock in" futures pricing in order to stabilize the Authority's fuel budget. Staff is requesting that the option year be exercised at this time to enable the Authority to take advantage of the current futures market pricing at a time of low fuel prices that would benefit the Authority. In February 2018, Guttman Energy successfully completed the Authority's unleaded gasoline fuel contract, and Guttman has met its performance and fuel deliver obligations through the current term of the contract to date.

RECOMMENDATION: That an amendment be executed with Guttman Energy, in the estimated amount of \$27,711,360.00, to exercise the optional one-year period. This amendment is based upon the original bid amount utilized for contract award purposes, but staff anticipated by "locking in" futures pricing at this time that the overall expenditure for bio-diesel fuel during the optional one-year period would be much lower than the original bid amount.

Staff has determined that the pricing and anticipated fuel expenditure costs are fair and reasonable and consistent with the funds budgeted.

3. LEASING AND SERVICING OF COACH TIRES

This bid was publicly advertised and bid documents were distributed. Three bids were received for the purchase of leasing and servicing of coach tires over a three-year period with one two-year option period.

RECOMMENDATION: That a contract be awarded to the low responsible bidder that submitted a responsive bid, Michelin North America Inc., in the estimated amount of \$4,879,200.00 over the initial three-year period.

This price represents a 12 percent decrease over the previous bid price paid for this service five years ago. Staff has determined the pricing received to be fair and reasonable and consistent with the funds budgeted.

4. JANITORIAL SUPPLIES/CLEANING PRODUCTS

This bid was publicly advertised and ebusiness documents were distributed. A total of 12 firms accepted the invitation and 12 bids were received for the purchase of janitorial supplies/cleaning products over a three-year period.

The low bidder for one item proposed a chemical that does not meet the specification and the low bidder for one other item qualified their proposal by not committing to hold the prices over the duration of a resultant contract as required by the bid documents. As such, these low bidders for these two items are not eligible for award.

RECOMMENDATION: That a contract be awarded to the low responsible bidders that submitted responsive bids as follows:

- D.H. Bertenthal; two items in the estimated amount of \$40,557.50
- DeDeavors Corporation; one item in the estimated amount of \$23,100.00
- Lico Incorporated; five items in the estimated amount of \$31,134.00
- Pitt Specialty; two items in the estimated amount of \$4,649.80
- W.B. Mason; one item in the estimated amount of \$780.00

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

5. HI-RAIL CRANE

This bid was publicly advertised and ebusiness documents were distributed. Four firms accepted the invitation and one bid was received for the purchase of a hi-rail crane used in the maintenance of the Authority's rail right-of-way.

RECOMMENDATION: That a contract be awarded to the low responsible bidder that submitted a responsive bid, Modern Track Machinery, in the amount of \$865,360.00.

There has been no recent purchase of this equipment, however, staff has determined the pricing received 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**

January 25, 2019

Item	Description	Number Of Bids	Lowest Responsive Bidder	Award Amount	2nd Bidder Amount	Annual Percentage Change to Previous Purchase
1	Wheel Flange Lubrication Sticks	3	Mersen USA BN Corp.	\$284,000.00	\$318,000.00	15 percent decrease
2	Bio Diesel Fuel (Change Order)	n/a	Guttman Energy	\$27,711,360.00	n/a	Contract Pricing
3	Leasing & Servicing of Coach Tires	3	Michelin North American Inc.	\$4,879,200.00	\$5,076,768.00	12 percent decrease
4	Janitorial Supplies - Cleaning Products	12	D.H. Bertenthal (2 items)	\$40,557.50	\$42,547.50	No recent purchase
			DeDeavors Corp (1 item)	\$23,100.00	\$26,940.00	
			Lico Inc. (5 items)	\$31,134.00	\$35,287.20	
			Pitt Specialty (2 items)	\$4,649.80	\$4,820.80	
			W.B. Mason (1 item)	\$780.00	\$830.00	
5	Hi-Rail Crane	1	Modern Track Machinery	\$865,360.00	n/a	No recent purchase

Total Purchases: \$33,840,141.30

SUMMARY OF RESOLUTION

Authorization to Award Construction Contracts for the Wash Rack Replacement at Ross and Collier Garages and Cyclone Installation at Ross and East Liberty Garages Project

Contracts SYS-18-12 G, P, and E (Contracts) provide for the furnishing of engineering, labor, material, equipment, tools, supervision, and incidental items necessary for the removal and installation of wash racks at the Ross and Collier Garages and installation of cyclone vacuum systems at the Ross and East Liberty Garages (Project). Project also includes building modifications in the applicable wash rack areas at the garages.

The work for Contract No. SYS-18-12 G includes, but is not limited to, removing and installing wash racks at Ross and Collier Garages, removing and installing a cyclone system at the Ross Garage and installing a cyclone system at the East Liberty Garage. Building modifications needed for installation of the equipment are also included.

The work for Contract No. SYS-18-12 P includes, but is not limited to, plumbing and compressed air system work to install wash racks and cyclone equipment at the garages.

The work for Contract No. SYS-18-12 E includes, but is not limited to, electrical and fire detection system work to install wash racks and cyclone equipment at the garages.

To perform the work for Contracts, bid documents were prepared and publicly advertised. Three bids for the General Construction Contract, one bid for the Plumbing Construction Contract, and one bid for the Electrical Construction Contract, were received and opened on December 5, 2018.

After review of the bids by the Authority's staff and counsel, it has been determined that the bid of: Waller Corporation, in the amount of \$3,623,400.00, for the General Construction Contract; Wheels Mechanical Contracting & Supplier, Inc., in the amount of \$191,100.00, for the Contract Plumbing Construction Contract; and Merit Electrical Group, Inc., in the amount of \$362,979.00 for the Electrical Construction Contract are the lowest responsive bids from responsible bidders meeting the Authority's specifications for the respective contracts and the prices are fair and reasonable.

It is recommended that Contract SYS-18-12G be awarded to Waller Corporation, in the amount of \$3,623,400.00, Contract SYS-18-12P be awarded to Wheels Mechanical Contracting & Supplier, Inc., in the amount of \$191,100.00, and Contract SYS-18-12E be awarded to Merit Electrical Group, Inc., in the amount of \$362,979.00, all subject to completing the pre-award requirements.

1/25/19
M. Zmijanac

RESOLUTION

WHEREAS, Port Authority of Allegheny County (Authority) is engaged in the design and construction of wash rack replacements at the Ross and Collier Garages and cyclone installation at the Ross and East Liberty Garages (Project); and

WHEREAS, the work for Project includes, but is not limited to, the furnishing of engineering, labor, material, equipment, tools, supervision and incidental items necessary for the removal and installation of wash racks at the Ross and Collier Garages and installation of cyclone systems at the Ross and East Liberty Garages. Project also includes building modifications in the applicable wash rack areas at the garages; and

WHEREAS, in order to perform Project, bid documents were prepared for Contracts SYS-18-12 G, P & E Wash Rack Replacement at Ross, Collier Garages and Cyclone Installation at Ross, East Liberty Garages (Contracts), and publicly advertised; and

WHEREAS, three bids for the General Construction Contract, one bid for the Plumbing Construction Contract, and one bid for the Electrical Construction Contract were received and opened on December 5, 2018; and

WHEREAS, the Authority has determined that: the bid of Waller Corporation, in the amount of \$3,623,400.00, is the lowest responsive bid from a responsible bidder, among the bids received for the General Construction Contract; the bid of Wheels Mechanical Contracting & Supplier, Inc., in the amount of \$191,100.00, is a responsive bid from a responsible bidder for the Plumbing Construction Contract, and the bid of Merit Electrical Group, Inc., in the amount of \$362,979.00, is a responsive bid from a responsible bidder for the Electrical Construction Contract; and

WHEREAS, the respective bids of Waller Corporation, Wheels Mechanical Contracting & Supplier, Inc., and Merit Electrical Group, Inc. have been reviewed by the Authority's staff and legal counsel and are recommended for award of Contracts.

NOW, THEREFORE, BE IT RESOLVED, that the chief executive officer and/or chief engineer be, and hereby are, authorized to enter into an agreement, in a form approved by counsel, with Waller Corporation., in the amount of \$3,623,400.00, for Contract SYS-18-12 G; with Wheels Mechanical Contracting & Supplier, Inc., in the amount of \$191,100.00, for Contract SYS-18-12 P; and with Merit Electrical Group, Inc. in the amount of \$362,979.00, for Contract SYS-18-12 E, all 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 Purchase two 40-foot Low Floor Electric-Powered Coaches

This resolution authorizes Port Authority of Allegheny County (Authority) to enter into an agreement with New Flyer of America, Inc. (New Flyer) for the purchase of two 40-foot low floor electric-powered coaches and the provision of training, special tools and equipment for the coaches.

The Authority was previously notified that discretionary funding for the Federal FY 2017 Low or No Emission Program (Low-No Program) was available, through the Federal Transit Administration (FTA), pursuant to 49 U.S.C. § 5339. Low-No Program permits transit agencies to partner with a private bus manufacturer in order to be eligible for funding award.

The Authority subsequently developed a Low-No Program proposal in partnership with New Flyer. The proposal sought funding for electric buses including rapid electric charging stations and funding for training and development. Thereafter, the Authority was awarded \$500,000 through Low-No Program to purchase electric buses and related equipment. Low-No Program requires a 15 percent non-federal local match.

Pursuant to the federal guidance, as Low-No Program proposal went through a competitive process, the Authority has been deemed to satisfy the requirements for a competitive procurement for the coaches.

The unit price of each 40-foot low floor electric-powered coach will be \$1,081,805.42. The total not-to-exceed amount recommended for approval for the agreement with New Flyer for the coaches, including training, special tools and equipment is \$2,278,587.92. This price is considered fair and reasonable based on the proposed price and on the price of similar coaches operating in other cities.

In order to procure the coaches, the Authority will use Low-No Program funds, other permitted federal formula funds and the local match. The coaches would be scheduled to be delivered to the Authority in September 2019.

1/25/19
M. Zmijanac

RESOLUTION

WHEREAS, Port Authority of Allegheny County (Authority) maintains a fleet of more than 700 transit coaches of various lengths to provide daily transit service; and

WHEREAS, the Authority wishes to begin incorporating electric-powered coaches into its fleet to provide daily transit service; and

WHEREAS, the Authority, in partnership with New Flyer of America, Inc. (New Flyer), applied for and received funding through the Federal FY 2017 Low or No Emission Program (Low-No Program), through the Federal Transit Administration (FTA), pursuant to 49 U.S.C. § 5339; and

WHEREAS, Low-No Program requires a 15 percent non-federal local match; and

WHEREAS, the Authority wishes to utilize Low-No Program funds received, along with permitted Federal Formula funds and a 15 percent local match to procure two 40-foot low floor electric-powered buses from New Flyer; and

WHEREAS, the application for Low-No Program funds involved a competitive process which is deemed to meet the requirements for a competitive procurement; and

WHEREAS, the proposal submitted by New Flyer has been determined to be fair and reasonable for the 40-foot electric-powered coaches, which includes a unit coach price of \$1,081,805.42.

NOW, THEREFORE, BE IT RESOLVED, that the chief executive officer, chief operations officer, deputy chief operations officer (Maintenance) and/or chief financial officer be, and hereby are, authorized to enter into an agreement, subject to meeting all pre-award requirements and in a form approved by counsel, with New Flyer for the purchase of two 40-foot low floor electric-powered transit coaches, training, special tools and equipment for a total not-to-exceed amount of \$2,278,587.92, and also take all such 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 operations officer, deputy chief operations officer (Maintenance) and/or chief financial officer be, and hereby are, authorized to enter into any necessary agreements and take all other steps necessary and proper to procure the required local match for the purchase of the coaches from New Flyer.

SUMMARY OF RESOLUTION

Authorization to Enter into Agreements to Provide Governmental Relations and Legislative Consulting Services

Description

Port Authority of Allegheny County (Authority) requires a pool of firms to provide governmental relations and legislative consulting services (Services). Services under the proposed agreements (Agreements) include assisting in properly representing the Authority before various political bodies and similar organizations, as deemed necessary by the Authority, in the following categories:

1. The executive and legislative branches of the federal government
2. The executive and legislative branches of the state and local governments

Agreements will be for a three-year period, with the option to extend the term up to two additional years 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 assembled to evaluate the proposals and recommend the top-rated proposers to perform Services. Committee was comprised of five members and represented the Communications, Legal and Corporate Services, Human Resources and Finance Divisions.

Schedule

Request for Proposals (RFP) No. 18-08 for Services was publicly advertised and an informational meeting was held on October 10, 2018. On November 1, 2018, two proposals were received for the federal government portion of Services, and four proposals were received for state and local governments portion of Services.

Evaluation Process

Committee met to discuss and evaluate the proposals. As a result of the review and analysis of the proposals, Committee identified the following firms as the proposers with the highest rated proposals to perform the respective portions of Services:

Federal Government:

- 1) Buchanan Ingersoll & Rooney PC

State and Local Governments:

- 1) Greenlee Partners, LLC
- 2) Buchanan Ingersoll & Rooney PC

A summation of Committee for the submitted proposers is set forth below:

Buchanan Ingersoll & Rooney PC (Buchanan)

Buchanan is a full service law firm with significant legislative consulting experience, in both Washington D.C. and the Commonwealth of Pennsylvania, which includes prior, significant work for the Authority. The proposed project work plan demonstrated a clear understanding of the Authority's needs and current position by highlighting critical pieces of legislation that could affect the Authority. The project organization and management plan further demonstrated a clear understanding of the Authority's needs as the plan proposed utilizing a specialized team for each category to ensure strategic positioning for the Authority in the political arena. Buchanan proposed two Project Managers, one leading each team. The proposed Federal Services Project Manager has a significant amount of relevant experience providing strategic guidance on federal transportation issues; he has also gained a reputation for being proactive and reliable. The proposed Project Manager for State and Local Services has strong experience within the State government, and exceptional experience within local governments, particularly as it relates to the Allegheny County legislative delegation. Buchanan has proposed staff for each team with a significant amount of experience, as to both public transit funding and other critical public transit legislative issues and within their specified legislative arenas. Though Buchanan's costs appear higher, this is because they were the only proposer that proposed viable Federal Services that would meet the Authority's needs. Their state and local costs were the lowest of all proposers, and their federal costs were in line with current costs that the Authority pays for these services. Buchanan proposes using the Diverse Business (DB) firm Lincoln Concepts for approximately 16 percent of the work in meaningful areas, showing a good faith effort to utilize DB professionals in the course of providing legislative services to the Authority.

Greenlee Partners, LLC (Greenlee)

Greenlee is a full-service lobbying and governmental affairs consulting firm with excellent experience within the Commonwealth of Pennsylvania, which includes prior, significant work for the Authority. Greenlee collaborated with the Keystone Transportation Funding Coalition (KTFC), gaining access and insight for the Authority to participate in critical discussions regarding the Act 89 State Transportation funding bill. The Project Work Plan showed their understanding of the Authority's needs and proposed proactive steps in order to anticipate the Authority's needs on the state level. The project organization and management plan was straightforward and effective, highlighting items relevant to the Authority's state and local legislative needs moving forward. The Project Manager has a very extensive and diverse background, giving him a unique ability to spot items and advocate in areas that would directly affect the Authority. Staff resumes demonstrated an experienced and knowledgeable staff to provide the State and Local Services.

Proposed costs are in line with the other proposers for the State and Local Services. Greenlee proposed the use of DB firm Aspire Grant & Development LLC for approximately 20 percent of the work in meaningful areas, showing a good faith effort to utilize DB professionals in the course of providing legislative services to the Authority. Though Greenlee also proposed for the Federal Services category, Greenlee's experience in this area appeared limited and insufficient to provide the scope and breadth of the services required by the Authority in this area.

Triad Strategies, LLC (Triad)

Triad is a bipartisan lobbying and strategic communications firm with experience within the Commonwealth of Pennsylvania. Triad has some transit experience representing the highway construction industry in the KTFC during the passage of Act 89, but does not appear to have any demonstrated legislative consulting or lobbying experience specific to public transit advocacy. The project work plan demonstrated a basic understanding of the Authority's requirements, and it was considered a fairly standard approach to Services. Triad's project organization and management plan presented its team and showed the resources available to the Authority, though the overall lack of public transit experience was a consistent concern voiced by Committee. The Project Manager has government experience, though Committee was concerned by his short tenure at Triad and lack of experience within the public transit industry. Triad's team has some experience in transportation funding by working on Act 89, though their involvement with transportation was more in terms of construction, building bridges and highways, not with public transit. Costs proposed for the state and local services category were comparable to the other proposers in the same category. Triad proposed the use of DB Firm Salvo Strategies, LLC for approximately 25 percent of the work in meaningful areas, showing a good faith effort to utilize DB professionals in the course of providing legislative services to the Authority.

Maverick Strategies, LLC (Maverick)

Maverick is a government relations, crisis management, marketing and design firm with some experience working within the public sector. There was a noticeable lack of transit related experience, and the provided experience was not as strong as the other proposers were. The Project Work Plan was straightforward in terms of government relations, but it was not detailed and did not appear to understand the full breadth and scope of the Authority's need in the State and Local Services area. Maverick's project organization and management plan did not provide a clear plan, but went straight into general organizational charts and personnel resumes. Additionally, there was a significant concern with Maverick's statement that it would hire additional key personnel at a later date; which the Committee felt created a problem as Committee was not be able to evaluate those individuals that would perform the bulk of the work as required. The Project Manager has experience in the state and a reputation for being a hard worker, but he does not have as much transit or transportation experience as the project managers for the other proposers. Staff has experience with government relations although no specifics relevant to the Authority's needs. Maverick's costs were comparable to the other proposers, though Committee was concerned that the additional staff may cause an

increase in the overall cost. Maverick did not propose the use of a DB firm, but did say it was willing to obtain one.

Negotiations

A total not-to-exceed amount of \$888,000 is recommended for approval. Agreements will be for a three-year period with the option to extend the term of Agreements up to an additional two years at the sole discretion of the Authority.

1/25/19
M. Zmijanac

RESOLUTION

WHEREAS, Port Authority of Allegheny County (Authority) requires a pool of firms to provide governmental relations and legislative consulting services before the federal, state and local governments (Services); and

WHEREAS, in order to obtain qualified firms to perform Services, Request for Proposals (RFP) No. 18-08 detailing the required scope of Services was prepared and publicly advertised; and

WHEREAS, on November 1, 2018, two proposals for the federal government portion of Services and four proposals for the state and local governments portion of Services were received. The proposals were reviewed and evaluated by the Authority's Evaluation Committee; and

WHEREAS, the proposal submitted by Buchanan Ingersoll & Rooney PC has been determined to be the highest-rated proposal for the performance of the services in the federal government category; and

WHEREAS, the proposals submitted by Greenlee Partners, LLC and Buchanan Ingersoll & Rooney PC have been determined to be the highest-rated proposals for the performance of the services in the state and local governments category; and

WHEREAS, a total not-to-exceed amount of \$888,000 is recommended for approval for the agreements for Services (Agreements).

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 the firms listed above for the identified categories of Services, in a form approved by counsel, for a total not-to-exceed amount of \$888,000, for the initial three-year period of Agreements, with the option to extend the term of Agreements up to an additional two years at the sole discretion of the Authority, and to also 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 Parkway Parking of Pennsylvania, Inc., for South Hills Village Parking Garage Facility Management Services

Port Authority of Allegheny County (Authority) entered into Agreement No. R14-09 (Agreement) with Parkway Parking of Pennsylvania, Inc. (Parkway), a subsidiary of Parkway Corporation, in May of 2015 to provide Parking Garage Facility Management Services at the Authority's South Hills Village Parking Garage (Contract Services). Contract Services include, but are not limited to, general management and operation of the parking garage, customer assistance and support, monitoring of parking and fare collection equipment, general cleaning, inspection and preventive and routine maintenance in and around the parking garage structure. Agreement was for a three-year period with the option to extend the term of Agreement up to an additional two years at the sole discretion of the Authority. The total authorized not-to-exceed amount for Agreement was \$500,000.

In December 2017, the Authority's Board authorized the exercise of the first option year to extend the term of Agreement until April 30, 2019 and to increase the total not-to-exceed amount of Agreement to \$675,000.

Agreement with Parkway currently expires on April 30, 2019. Parkway has performed Contract Services in a satisfactory and efficient manner. Staff has therefore determined that it is in the Authority's best interest to exercise the second option year of Agreement, extending Agreement term for one additional year through April 30, 2020, and to increase Agreement's total authorized not-to-exceed amount by \$180,000 for continued performance of Contract Services.

In accordance with the Authority's Limits of Authority Policy, the attached resolution authorizes an amendment to extend the term of Agreement for one additional year through April 30, 2020, and to increase the total authorized not-to-exceed amount of Agreement from \$675,000 to \$855,000.

1/25/19
M. Zmijanac

RESOLUTION

WHEREAS, Port Authority of Allegheny County (Authority) entered into Agreement No. R14-09 (Agreement) in May of 2015 with Parkway Parking of Pennsylvania (Parkway), a subsidiary of Parkway Corporation, to provide the Authority with Garage Facility Management Services at the Authority's South Hill Village Parking Garage (Contract Services); 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 initial term of Agreement expired on April 30, 2018; and

WHEREAS, in December 2017, the Authority's Board approved the first option year to extend the term of Agreement until April 30, 2019, and to increase the total authorized not-to-exceed amount by \$175,000; and

WHEREAS, Contract Services performed by Parkway have been both satisfactory and efficient; and

WHEREAS, the Authority has determined that it is in its best interest to exercise the second option year, extending the term of Agreement through April 30, 2020, and increasing Agreement's total authorized not-to-exceed amount by \$180,000 in order to continue to have Contract Services performed.

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 Agreement with Parkway, in a form approved by counsel, to extend the term of Agreement one additional year, through April 30, 2020, and to increase Agreement's total authorized not-to-exceed amount from \$675,000 to \$855,000, and to take all such actions as may be necessary and proper to carry out the purpose and intent of this resolution.

SUMMARY OF RESOLUTION

Authorization to Enter into Deeds of Easement with the Municipal Authority of the City of McKeesport

Port Authority of Allegheny County (Authority) owns and operates a park and ride and bus transit facility located on Lysle Boulevard in the City of McKeesport, which is commonly known and referred to as the McKeesport Transportation Center (Center).

The Municipal Authority of the City of McKeesport (MACM) owns and operates sanitary lines in the City of McKeesport. MACM has sold its wastewater management system to Pennsylvania American Water (PAW), and as part of this sale, is in the process of surveying and confirming the various lines that PAW will own and operate.

A MACM sewage line extends through two parcels that are part of Center property (Sewage Line). MACM has requested that the Authority enter into Deeds of Easement and Rights of Way (Easement Agreements) with MACM to affirm MACM and PAW, as its successor, and assign ownership and maintenance responsibility for Sewage Line. The Authority staff and legal counsel have negotiated Easement Agreements acceptable to the Authority.

This resolution authorizes the Authority to enter into Easement Agreements with MACM, in a form approved by legal counsel.

RESOLUTION

WHEREAS, Port Authority of Allegheny County (Authority) owns and operates a park and ride and bus transit facility located on Lysle Boulevard in the City of McKeesport, which is commonly known and referred to as the McKeesport Transportation Center (Center); and

WHEREAS, the Municipal Authority of the City of McKeesport (MACM) owns and operates sanitary lines and system in the City of McKeesport; and

WHEREAS, MACM has sold its wastewater management system to Pennsylvania American Water (PAW), and as part of this sale, is in the process of surveying and confirming the various lines that PAW will own and operate; and

WHEREAS, a MACM sewage line extends through two parcels that are part of Center property (Sewage Line); and

WHEREAS, MACM has requested that the Authority enter into Deeds of Easement and Rights of Way (Easement Agreements) with MACM to affirm MACM and PAW, as its successor, and assign ownership and maintenance responsibility for Sewage Line; and

WHEREAS, the Authority's staff and legal counsel have negotiated Easement Agreements acceptable to the Authority.

NOW, THEREFORE, BE IT RESOLVED, that the Authority's chief executive officer, chief legal officer and/or chief development officer be, and hereby are, authorized to enter into Easement Agreements, 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.

SUMMARY OF RESOLUTION

Authorization to Amend the Collective Bargaining Agreement with Local 85, Amalgamated Transit Union Covering Rank-and-File Employees

Port Authority of Allegheny County's (Authority) Collective Bargaining Agreement (Agreement) with Local 85, Amalgamated Transit Union (Local 85), covering terms and conditions of employment for rank-and-file employees, including certain represented transit vehicle operators, was ratified by the Authority and Local 85 in December of 2016 for the period July 1, 2016 through June 30, 2020 (Agreement).

Among other terms and conditions, the Agreement provides that the parties would continue discussions concerning potential revisions to Part III of Agreement relating to work rules for transit vehicle operators. Since the 2016 ratification of Agreement, the Authority and Local 85 representatives have been engaged in discussions and good faith negotiations concerning revisions and clarifications to be made to Part III of Agreement (Operator Work Rules Amendment). Recently, the Authority and Local 85 have agreed upon the proposed terms and conditions of the Operator Work Rules Amendment, which is attached to the resolution as Exhibit "A," subject to ratification by both Local 85 membership and the Authority's Board. Local 85 recently notified the Authority that its membership has ratified the proposed Operator Work Rules Amendment.

This resolution seeks approval and ratification of the Operator Work Rules Amendment on behalf of the Authority and further authorization and approval to amend Agreement to incorporate same.

RESOLUTION

WHEREAS, Port Authority of Allegheny County's (Authority) Collective Bargaining Agreement (Agreement) with Local 85, Amalgamated Transit Union (Local 85), covering terms and conditions of employment for rank-and-file employees, including certain represented transit vehicle operators, was ratified by the Authority and Local 85 in December of 2016 for the period July 1, 2016 through June 30, 2020; and

WHEREAS, among other terms and conditions, Agreement provides that the parties would continue discussions concerning potential revisions to Part III of Agreement relating to work rules for transit vehicle operators; and

WHEREAS, since the 2016 ratification of Agreement, the Authority and Local 85 representatives have been engaged in discussions and good faith negotiations concerning revisions and clarifications to be made to Part III of the Agreement (Operator Work Rules Amendment) and have come to an agreement on same, subject to ratification by Local 85 membership and Authority's Board; and

WHEREAS, the proposed Operator Work Rules Amendment is attached hereto as Exhibit "A"; and

WHEREAS, the Authority has been advised that Local 85 has voted to accept the terms and conditions of proposed Operator Work Rules Amendment; and

WHEREAS, the Authority staff and legal counsel recommend that Operator Work Rules Amendment be approved and ratified by the Board.

NOW, THEREFORE, BE IT RESOLVED, that the proposed terms and conditions of Operator Work Rules Amendment between the Authority and Local 85, as summarized in Exhibit "A" attached hereto, be, and hereby are, ratified, confirmed and approved.

RESOLVED FURTHER, that the chief executive officer, chief operations officer, chief legal officer and/or chief human resources officer be, and hereby are, authorized to make such changes in the precise language of the final written amended Agreement (Amended Agreement) as may be necessary in their opinion, and in the opinion of labor counsel, to clearly express and memorialize the complete intent and understanding of the parties consistent with the material language set forth in Operator Work Rules Amendment attached hereto as Exhibit "A."

RESOLVED FURTHER, that upon completion of the final written agreement incorporating Operator Work Rules Amendment into Amended Agreement, the chief executive officer, chief operations officer, chief legal officer and/or chief human resources officer be, and hereby are, authorized and directed to execute Amended Agreement on behalf of the Authority, in a form approved by legal 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.

EXHIBIT A

TENTATIVE MEMORANDUM OF UNDERSTANDING

Between

PORT AUTHORITY OF ALLEGHENY COUNTY

And

AMALGAMATED TRANSIT UNION, LOCAL 85

The following is a tentative memorandum of understanding reached by the Parties that lists changes to the Collective Bargaining Agreement that have been agreed to by the Parties. All changes are prospective and shall take effect after ratification by both Parties on the date specified as the effective date for each change.

This TENTATIVE MEMORANDUM OF UNDERSTANDING, hereinafter "MOU," is entered into by and between PORT AUTHORITY OF ALLEGHENY COUNTY, hereinafter "Port Authority," and the AMALGAMATED TRANSIT UNION, LOCAL 85, hereinafter "Local 85," (collectively referred to hereinafter as the "Parties").

WHEREAS, the Parties operate pursuant to the terms of a Collective Bargaining Agreement ("CBA"), with effective dates of July 1, 2016 through June 30, 2020;

WHEREAS, the Parties as part of their negotiations for a successor collective bargaining agreement have agreed that if changes to Part III of the existing CBA were agreed upon those changes would be integrated into the CBA;

WHEREAS, Section 305, Subparagraph A of the CBA currently provides, in relevant part, that the pay time for trippers shown on the schedule shall include the required sharking time of thirteen (13) minutes for bus service;

WHEREAS, Section 301, Subparagraph J of the CBA currently provides, in relevant part, that the pay for bus operators shall include thirteen (13) minutes sharking time;

WHEREAS, the Parties have agreed to increase the pay time for trippers in bus service by three (3) minutes, to a total of sixteen (16) minutes, so as to provide additional time to perform required pre-trip safety inspections; and

WHEREAS, the Parties have also agreed to amend Section 310, Subparagraph B of the CBA as it pertains to the penalties assessed operators who shark as defined by that Section.

NOW, THEREFORE, the parties hereto intending to be legally bound hereby, subject to ratification by the Port Authority Board of Directors and the membership of Local 85, agree as follows:

1. Effective with the March 2019 pick, Section 305, Subparagraph A of the CBA is amended to read as follows:

A. All scheduled trippers or other movements of cars or buses shall pay not less than four (4) hours' time when this is the only work performed. Over four (4) hours and up to five (5) hours shall pay straight time. The pay time for trippers shown on the schedule shall include the required sharking time of sixteen (16) minutes for bus service and ten (10) minutes for rail service, the turn-in allowance of two (2) minutes, as well as any necessary traveling time or waiting time to catch cars or buses to a relief point, which allowances may be offset by time to make four (4) hours.

2. Effective with the March 2019 pick, Section 301, Subparagraph J of the CBA is amended to read as follows:

J. In passenger service, bus operators shall be paid from the time they are required to report for work, including sixteen (16) minutes sharking time, until they are relieved from duty. Sharking time includes pre-trip inspections and equipment cycling. All necessary traveling and waiting time from and to relief points other than the regular reporting place shall be shown on the schedules for all runs and shall be paid for. Swing operators pay shall include five (5) minutes sharking time on the second half of their work day. Sharking time includes pre-trip inspection and equipment cycling.

3. Effective January 1, 2019, Section 310, Subparagraph B of the CBA is amended to read as follows:

B. PENALTIES FOR SHARKING

1. Operators missing their runs (sharking) four (4) or fewer times in a calendar year shall for each miss serve one (1) day at the foot of the extra list and shall be paid for Time on Report protecting the service.

2. Operators missing their runs (sharking) more than four (4) times but less than eleven (11) times in a calendar year shall for each such miss serve one (1) day at the foot of the extra list but shall receive no pay for Time on Report protecting the service.

3. In addition to the penalty described in 2. above, an operator missing their runs (sharking) six (6) times in a calendar year shall receive a one-day suspension without pay.

4. In addition to the penalty prescribed in 2. above, an operator missing their runs (sharking) eight (8) times shall receive a three-day suspension without pay.

5. In addition to the penalty prescribed in 2. above, an operator missing their runs (sharking) ten (10) times shall receive a five-day suspension without pay.

6. In addition to the penalty prescribed in 2. above, an operator missing their runs (sharking) eleven (11) or more times shall be subject to additional disciplinary suspension or discharge.

4. In all other respects and except as specifically modified by this Memorandum of Understanding, the CBA shall continue in full force and effect.

5. The Parties are continuing to discuss changes to Part III of the CBA, and should any agreement on additional changes be reached, one (1) or more subsequent memoranda may be executed so as to integrate these changes into the CBA, subject to any necessary ratification by Port Authority's Board and/or Local 85's Executive Board or Membership prior to execution.

PORT AUTHORITY OF ALLEGHENY COUNTY

ATTEST:



BY:



RATIFIED:

Date: _____

AMALGAMATED TRANSIT UNION,
LOCAL 85

ATTEST:

Victoria R. Locke

BY: James M. Davis

RATIFIED:

Date: _____

SUMMARY OF RESOLUTION

Authorization to Enter into an Agreement to Provide Fare Model Development and Related Title VI Fare Equity Analysis Services

Description

Port Authority of Allegheny County (Authority) requires a qualified contractor to provide Fare Model Development and Related Title VI Fare Equity Analysis Services (Services). Services are to be issued on a work order basis that will include, but may not be limited to, review of the Authority's current fare structure, ridership and passenger revenue, review of the current fare policy and provide strategies for improvement, develop a fare model and analyze alternative fare structures, present alternative fare structures and propose a "best case" fare structure, provide services in support of internal and public meetings and presentations, and provide related Title VI Fare Equity analysis. Additional Services that may be completed at the Authority's option include updating the fare model or other related "as-needed" services.

The agreement for Services (Agreement) will be for a three-year period with the option to extend the term of Agreement up to two additional years 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 assembled and convened to evaluate proposals and recommend the top-rated proposer to perform Services. Committee consisted of seven members representing the Human Resources, Finance, and Planning and Evaluation Divisions and Engineering and Technical Support Department.

Schedule

Request for Proposal (RFP) No. 18-10 for Services was publicly advertised and an informational meeting was held on November 1, 2018. Two proposals were received on November 19, 2018 and were distributed to Committee.

Evaluation Process

The Committee met to discuss and evaluate the proposals, and subsequently conducted interviews with proposers, Four Nine Technologies and Effective Data Associates. As a result of the review of the proposals, supplemental information provided at the request of Committee and the interviews, Committee identified Four Nines Technologies as the highest rated proposer to perform Services.

A summation by the Committee for each of the two top rated proposers is set forth below:

Four Nines Technologies (FNT):

FNT is a consulting firm, specializing in, and with evidence of, extensive national experience in fare modelling projects and management. The proposed team, consisting of FNT and three subcontractors provide experience covering all aspects of the scope of services including, modeling, planning, analysis, public engagement and other areas. FNT's project organization and management and work plans were detailed and logical, with clear lines of accountability, task-specific responsibilities and experience, showing a team capable to perform Services effectively. The Project Manager has experience on similar projects with over 20 agencies in the transit industry, and has previously managed similar projects. The team proposed is comprised of five individuals from FNT and three individuals from three different subcontractors, all highly experienced in their respective proposed roles for the project. The key personnel commitment is comprised of two individuals from FNT and the three individuals from the three subcontractors. FNT proposed an approximate 10 percent Disadvantaged Business usage with one PA UCP-certified firm that would be utilized for meaningful work in its respective professional discipline.

Effective Data Associates (EDA):

EDA, formed in 2016, is a single-employee consulting firm specializing in, and with evidence of, national experience in fare modelling projects and management. The principal of EDA, under previous employment, provided analysis services for the development of the Authority's current fare model. EDA's proposed team would be the principal from EDA who would serve as the Project Manager and Lead Analyst and two individuals from the sole subcontractor. All demonstrated knowledge in similar projects and presented their ability to meet the complexity of the services and needs of the Authority. EDA's organization and management plan and work plan were adequate, but not as detailed as the highest ranked proposer. EDA's approach to the project, although not as thorough or detailed as the highest ranked proposer, showed an understanding of the work requirements. The proposed Project Manager possesses experience with analysis but limited experience as a project manager. The key personnel commitment is comprised of two individuals, one from EDA and one individual from the sole subcontractor. Committee believed that the team of three individuals would be inadequate over the life of the project. EDA proposed an approximate 23 percent Disadvantaged Business usage with one PA UCP-certified firm that would be utilized for meaningful work in its respective professional discipline.

Negotiations

Negotiations with FNT have been initiated and are progressing on a proposed agreement to perform Services. A total not-to-exceed amount of up to \$210,000 is recommended for approval. The term of Agreement will be for a three-year period with the option to extend the term of Agreement up to two additional years, at the sole discretion of the Authority.

1/25/19
M. Zmijanac

RESOLUTION

WHEREAS, Port Authority of Allegheny County (Authority) requires the services of a contractor to provide Fare Model Development and Related Title VI Fare Equity Analysis Services (Services). Services are to be issued on a work order basis that will include, but may not be limited to, review of the Authority's current fare structure, ridership and passenger revenue, review of the current fare policy and provide strategies for improvement, develop a fare model and analyze alternative fare structures, present alternative fare structures and propose a "best case" fare structure, provide services in support of internal and public meetings and presentations, and provide related Title VI Fare Equity analysis. Additional Services that may be completed at the Authority's option include updating the fare model or other related "as-needed" services; and

WHEREAS, in order to obtain a qualified contractor to perform Services, a Request for Proposals No. 18-10, detailing the required scope of services, was prepared and publicly advertised; and

WHEREAS, two proposals were received on November 19, 2018 and were reviewed by the Authority's Evaluation Committee; and

WHEREAS, the proposal submitted by Four Nines Technologies has been determined to be the highest rated proposal for the performance of Services; and

WHEREAS, negotiations with Four Nines Technologies have been initiated and are progressing on a proposed agreement to perform Services; and

WHEREAS, a total not-to-exceed amount of up to \$210,000 is recommended for approval for the agreement for the performance of Services.

NOW, THEREFORE, BE IT RESOLVED that the chief executive officer and/or chief financial officer be, and hereby are, authorized to enter into an agreement with Four Nines Technologies, in a form approved by counsel, to provide Services for an amount not-to-exceed \$210,000 for an initial three-year period, with the option to extend the term of the agreement up to two additional years, at the sole discretion of the Authority, and also 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 Maher Duessel to Provide Financial Audit and Pension Plan Audit Services

In December 2015, 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 a request for proposals to obtain the services of a firm to provide Financial Audit and Pension Plan Audit Services (Services). Services include, but are not limited to, performing single audits and financial audits in accordance with OMB's Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards (Uniform Guidance); and performance of an annual audit, in accordance with generally accepted auditing standards, of each of the Authority's three pension plans.

In February 2016, the Authority's Board authorized the award of Agreement No. R15-09 (Agreement) to Maher Duessel to provide Services for an initial three-year term at a total not-to-exceed amount of \$343,500. Agreement also contains two additional option years to be exercised by the Authority in its sole discretion.

To date, Services performed by Maher Duessel have been satisfactory and in compliance with Agreement

The Authority has determined that it is in its best interest to exercise the first option year extending the term of Agreement to March 25, 2020, and to increase the total not-to-exceed amount of Agreement by \$104,500 in order for Services to continue to be performed.

The attached resolution authorizes an amendment to Agreement to exercise the option to extend the term of Agreement for an additional year to March 25, 2020, and to increase the previously authorized total not-to-exceed amount from \$343,500 to \$448,000.

RESOLUTION

WHEREAS, Port Authority of Allegheny County's (Authority) Board, following issuance of Request for Proposals No. 15-09, authorized the award of an agreement (Agreement) to Maher Duessel to provide Financial Audit and Pension Plan Audit Services (Services) for an initial term of three years at a total not-to-exceed amount of \$343,500.00 for the initial three-year term of Agreement; and

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

WHEREAS, the initial three-year term of Agreement will expire on March 25, 2019; and

WHEREAS, in order for Services to continue to be provided, the Authority has determined that it is in its best interest to exercise the first option year and extend the term of Agreement to March 25, 2020; and

WHEREAS, the Authority has also determined that an increase of \$104,500 to the previously authorized total not-to-exceed amount of Agreement is necessary to perform Services, which will increase the total not-to-exceed amount for Agreement to \$448,000.

NOW, THEREFORE, BE IT RESOLVED, that the chief executive officer and/or chief financial officer be, and hereby are, authorized to execute an amendment to Agreement with Maher Duessel, in a form approved by counsel, to increase the previously authorized total not-to-exceed amount for Agreement from \$343,500 to \$448,000 and to extend the term of Agreement for one additional year to March 25, 2020, 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 Apply for and Enter into Agreements for CY 2019 Operating and Capital Grant Funds

On an annual basis, Port Authority of Allegheny County (Authority) applies for and enters into agreements with various federal, state and local governments and other entities, including the Federal Transit Administration (FTA), the Federal Department of Homeland Security, the Pennsylvania Department of Transportation (PENNDOT), Allegheny County (County), the Allegheny County Regional Asset District (RAD) and the Southwestern Pennsylvania Commission for various grants to support the Authority's operating and capital budgets.

These grants include, but are not necessarily limited to, formula program grants administered by FTA for Section 5303 Metropolitan Planning funding, Section 5307 Urbanized Area Formula Program funding, Section 5307 Flex Program funding, Section 5310 Enhanced Mobility for Seniors funding, Section 5337 State of Good Repair Program funding, Section 5339 Bus and Bus Rail Facilities Formula Program funding, along with related local match funding from PENNDOT and the County (Federal Formula Grants). These grants also include, but are not necessarily limited to, formula program grants administered by PENNDOT for the Commonwealth of Pennsylvania for Section 1513 operating assistance and Section 1514 capital assistance pursuant to the provisions of Act 89 of 2013, along with related local match funding from County and RAD (State Formula Grants).

In addition to Federal Formula Grants and State Formula Grants, the Authority is eligible, from time to time, to apply for and enter into agreements for various discretionary grants that may become available throughout the calendar year, including, but not necessarily limited to, Federal Transit Security Grant funding, Federal Low or No Emission Program funding, Federal Congestion Mitigation Air Quality funding and Commonwealth of Pennsylvania Multi-Modal Transportation funding, along with discretionary grants that may be offered by private and non-profit entities and related local match requirements (Discretionary Program Grants).

In many instances, the time period for developing and submitting the application for a grant is limited requiring the Authority to move promptly in order to timely submit the application for the available funds. This resolution will allow the Authority to submit applications for the grants that become available in CY 2019 in a timely fashion. Specifically, this resolution authorizes the Authority's chief executive officer, chief financial officer, director Grants and Capital Programs and chief development officer to apply for and enter into grant agreements for Federal Formula Grants, State Formula Grants and Discretionary Program Grants that the Authority is eligible for, or may become eligible for, in CY 2019 to support the Authority's operating and capital budgets.

This resolution further requires the Authority's chief financial officer to provide regular reports to the Performance Oversight Committee of the Authority's Board concerning grants applied for and awarded to the Authority during CY 2019.

RESOLUTION

WHEREAS, on an annual basis, Port Authority of Allegheny County (Authority) applies for and enters into agreements with various federal, state and local governments, and other entities, for various grants to support the Authority's operating and capital budgets; and

WHEREAS, these grants include, but are not necessarily limited to, formula program grants administered by the Federal Transit Administration for Section 5303 Metropolitan Planning funding, Section 5307 Urbanized Area Formula Program funding, Section 5307 Flex Program funding, Section 5310 Enhanced Mobility for Seniors funding, Section 5337 State of Good Repair Program funding and Section 5339 Bus and Bus Rail Facilities Formula Program funding, along with related local match funding from the Pennsylvania Department of Transportation (PENNDOT) and Allegheny County (County) (Federal Formula Grants); and

WHEREAS, these grants also include, but are not necessarily limited to, formula program grants administered by PENNDOT for the Commonwealth of Pennsylvania for Section 1513 operating assistance and Section 1514 capital assistance pursuant to the provisions of Act 89 of 2013, along with related local match funding from County and the Allegheny County Regional Asset District (State Formula Grants); and

WHEREAS, in addition to Federal Formula Grants and State Formula Grants, the Authority is eligible, from time to time, to apply for and enter into agreements for various discretionary grants that may become available throughout the calendar year, including, but not necessarily limited to, Federal Transit Security Grant funding, Federal Low or No Emission Program funding, Federal Congestion Mitigation Air Quality funding and Commonwealth of Pennsylvania Multi-Modal Transportation funding, along with discretionary grants that may be offered by private and non-profit entities and related local match requirements (Discretionary Program Grants).

NOW, THEREFORE, BE IT RESOLVED, that the Authority's chief executive officer, chief financial officer, director Grants and Capital Programs and chief development officer be, and hereby are, authorized to: apply for and enter into grant agreements for Federal Formula Grants, State Formula Grants and Discretionary Program Grants that the Authority is eligible for, or may become eligible for, in CY 2019 to support the Authority's operating and capital budgets; file applications and enter into agreements for any required matching funding for such grants; and take any and all such other actions as may be necessary and proper to carry out the purpose and intent of this resolution.

FURTHER RESOLVED that the Authority's chief financial officer shall provide regular reports to the Performance Oversight Committee of the Authority's Board concerning grants applied for and awarded to the Authority during CY 2019.