



TO: Performance Oversight Committee
Representative Austin Davis
Representative Lori Mizgorski

FROM: Michelle Zmijanac, Committee Chair

DATE: April 13, 2020

SUBJECT: Performance Oversight Committee – April 16, 2020

The next meeting of the Performance Oversight Committee is scheduled for Thursday, April 16, 2020, being held virtually via WebEx and conference call-in, immediately following the 9:00 a.m. Finance Committee meeting. The preliminary agenda is as follows:

1. Approval of Minutes of the February 20, 2020 Performance Oversight Committee Meeting.
2. Proposed Resolutions:
 - a. Awarding of Bids (Tony Trona)
 - b. Authorization to Extend and Amend Agreements to Provide General Architecture and Engineering Contract Services (Keith Wargo)
 - c. Authorization to Extend and Amend Agreements to Provide Architectural Design Services (Keith Wargo)
 - d. Authorization to Extend Agreement to Provide Environmental Contract Services (Keith Wargo)
 - e. Authorization to Extend and Amend Agreement to Provide Employee Benefits Services (Inez Colon)
 - f. Authorization to Enter into an Agreement for South Hills Village Parking Garage Facility Management Services (Mike Cetra)
 - g. Authorization to Extend and Amend Agreement to Provide Armored Car and Cash Management Services (Pete Schenk)

3. Adjourn

cc: Other Port Authority Board Members

PERFORMANCE OVERSIGHT COMMITTEE MEETING

February 20, 2020

The meeting was called to order at 9:00 a.m. in Port Authority's Neal H. Holmes Board Room located on the fifth floor of the Heinz 57 Center with the following in attendance:

Board Committee Members

Michelle Zmijanac, Chair
Representative Lori Mizgorski
Jeff Letwin

Other Board Member

John Tague
Ann Ogoreuc

1. Approval of Minutes:

The Committee approved the minutes from the January 17, 2020 Performance Oversight Committee meeting.

2. Proposed Resolutions:

There were two resolutions reviewed by the Performance Oversight Committee.

Mr. Trona first presented six procurement items and the Committee determined the bids to be in accordance with the Authority's procurement policies and procedures, the prices were determined to be fair and reasonable and the bidders were determined to be responsible and the bids responsive.

The Performance Oversight Committee agreed to recommend for award the six items listed in the resolution for the total amount of approximately \$2.9 million dollars.

Mr. Wargo presented the other resolution seeking authorization to enter into contracts with a pool of firms for construction management services.

Mr. Wargo explained that Port Authority requires construction management services in the categories of Bridges, Heavy & Highway; Garage and Facility; and Rail & Systems. In order to obtain qualified firms to perform the services, a request for proposals was prepared and publicly advertised.

A total of 11 proposals were received for the Bridges, Heavy & Highway category; 10 were received for the Garage and Facility category; and four proposals were received for the Rail & Systems category.

The proposals submitted by CDR Maguire, Inc. and WSP USA Inc., have been determined to be the highest-rated proposals in the Bridges, Heavy & Highway category. The proposals submitted by WSP USA Inc., and SAI Consulting Engineers, Inc., have been determined to be the highest-rated proposals in the Garage and Facility category. And the proposals submitted by WSP USA, Inc., and SAI Consulting

Engineers, Inc., have also been determined to be the highest-rated proposals in the Rail and Systems category.

The Performance Oversight Committee agreed to recommend entering into agreements with the above-mentioned firms, in the identified construction management services categories, for a total not-to-exceed amount of \$16,500,000, to be allocated on an as-needed basis through task specific work orders.

Before adjourning the meeting, Ms. Zmijanac called on Port Authority's Chief Development Officer, Mr. David Huffaker, who recognized our Engineering Division for an award it received from the Western PA Engineers Society for their efforts in mobilizing and overseeing Port Authority's recovery from the Norfolk Southern train derailment last year.

With no further business, the meeting was adjourned.

PROPOSED RESOLUTIONS

AWARDING OF BIDS

1. EQUIPMENT CLEANER

This bid was publicly advertised and ebusiness documents were distributed. Five firms accepted the invitation and three bids were received for equipment cleaner used in the maintenance of the Authority's Coach Fleet over a two-year period.

The two bidders with the lowest bids submitted products that were not in compliance with the specifications regarding the rate of product flow and are, therefore, not eligible for award.

RECOMMENDATION: That a contract be awarded to the low responsible bidder that submitted a responsive bid, Kimco Distributing Corporation, in the estimated amount of \$980,400.00.

This price represents a 12 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. CLEANING SOLVENT SERVICE

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

RECOMMENDATION: That a contract be awarded to the low responsible bidder that submitted a responsive bid, Safety Kleen Corporation, in the estimated amount of \$449,400.53.

This price represents a one percent increase 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.

3. 115 LB STEEL RAIL

This bid was publicly advertised and ebusiness documents were distributed. Six firms accepted the invitation and six bids were received for 115 lb steel rail used in maintaining the Authority's Light Rail Transit System.

RECOMMENDATION: That a contract be awarded to the low responsible bidder that submitted a responsive bid, L.B. Foster Company, in the estimated amount of \$105,249.00.

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.

4. PAPER JANITORIAL SUPPLIES

This bid was publicly advertised and ebusiness documents were distributed. Six firms accepted the invitation and four bids were received for the purchase of paper janitorial supplies over a three-year period.

RECOMMENDATION: That a contract be awarded to the low responsible bidder that submitted a responsive bid, W. B. Mason, in the estimated amount of \$494,672.06.

This price represents a 23 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.

5. COACH BRAKE DRUMS

At its February 2019 meeting, the Board authorized a contract award for one item to Southern Coach Parts Co., in the estimated amount of \$119,160.00. This firm has since indicated that it is unable to provide the Performance Bond required by the bid documents and is therefore unable to proceed with contract execution.

The second lowest bidder for this item was Midwest Bus Corporation, and its bid was found to meet the bid requirements for the purchase of coach brake drums used to maintain the Authority's coach fleet over a two-year period.

RECOMMENDATION: That a contract awarded with Southern Coach Parts Co. be rescinded, and a contract be awarded to the next lowest responsible bidder that submitted a responsive bid for this item, Midwest Bus Corp., in the estimated amount of \$119,310.00.

This price represents a seven percent increase 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.

6. ASBESTOS-FREE BRAKE BLOCKS ASSEMBLED ON SHOES

This bid was publicly advertised and ebusiness documents were distributed. Two firms accepted the invitation and two bids were received for the purchase of asbestos-free brake blocks assembled on shoes over a two-year period.

RECOMMENDATION: That a contract be awarded to the low responsible bidder that submitted a responsive bid, Keystone Spring Service Inc., in the estimated amount of \$421,422.50.

This price represents a 36 percent increase 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.

7. BIO DIESEL FUEL

This bid was publicly advertised and bid documents were distributed. Two bids were received for the purchase of bio diesel fuel over a one-year period with an optional one-year period.

RECOMMENDATION: That a contract be awarded to the low responsible bidder that submitted a responsive bid, Guttman Energy, in the estimated amount of \$12,729,600.00.

The Contractor's proposed fixed rate (contract adder) for overhead, freight and profit margin is \$0.0698 per gallon, which is a 12 percent decrease from the previous contract of \$0.0795 per gallon. Staff has determined that the pricing received is fair and reasonable and consistent with the funds budgeted.

8. COACH RADIATOR ASSEMBLIES

This bid was publicly advertised and ebusiness documents were distributed. Five firms accepted the invitation and three bids were received for coach radiator assemblies over a two-year period.

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

- Gillig LLC: two items in the estimated amount of \$504,849.00
- Kirk's Automotive: one item in the estimated amount of \$137,940.00
- The Aftermarket Parts Co.: one item in the estimated amount of \$201,350.00

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

9. TESTING AND VALIDATION SERVICES

This bid was publicly advertised and ebusiness documents were distributed. Five firms accepted the invitation and two bids were received for testing and validation services used for employee position assessments over a five-year period.

The low bidder submitted its own terms and conditions that were not in compliance with the specifications and are therefore not eligible for award.

RECOMMENDATION: That a contract be awarded to the low responsible bidder that submitted a responsive bid, Catalyst Connection, in the estimated amount of \$298,000.00.

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

10. LRV AIR SUPPLY UNIT INVERTERS

This bid was publicly advertised and ebusiness documents were distributed. Four firms accepted the invitation and four bids were received for LRV air supply unit Inverters over a 19-month period.

RECOMMENDATION: That a contract be awarded to the low responsible bidder that submitted a responsive bid, Woojin IS America Inc., in the estimated amount of \$1,030,820.00.

There has been no previous purchase of these LRV air supply unit inverters, however, staff has determined the pricing to be fair and reasonable, and consistent with the funds budgeted.

RESOLUTION

RESOLVED, that recommendations as set forth in the report are accepted and that the chief executive officer or chief financial officer be, and hereby are, authorized and directed to execute such documents on behalf of Port Authority of Allegheny County as shall be required for the entry of proper contracts covering those items recommended for acceptance.

**Port Authority of Allegheny County
Procurement Summary**

April 24, 2020

Item	Description	Number Of Bids	Lowest Responsive Bidder	Award Amount	2nd Bidder Amount	Annual Percentage Change to Previous Purchase
1	Equipment Cleaner	3	Kimco Distributing Corporation	\$980,400.00	n/a	12% Decrease
2	Cleaning Solvent Service	2	Safety Kleen Corporation	\$449,400.53	\$555,239.13	1% Increase
3	115 Lb. Steel Rail	6	L.B. Foster Company	\$105,249.00	\$107,250.00	15% Decrease
4	Janitorial Supplies - Paper	4	W. B. Mason	\$494,672.06	\$551,348.00	23% Decrease
5	Brake Drums	7	Midwest Bus Corp. (1 item)	\$119,310.00	n/a	7% Increase
6	Asbestos Free Brake Blocks Assembled On Shoes	2	Keystone Spring Service Inc	\$421,422.50	\$941,976.30	36% Increase
7	Bio Diesel Fuel	2	Guttman Energy	\$12,729,600.00	\$13,143,600.00	12% Decrease
8	Coach Radiator Assemblies	3	Gillig (2 items)	\$504,849.00	n/a	No Previous Contract
			Kirks Automotive (1 item)	\$137,940.00	\$158,079.00	
			The Aftermarket Parts Company (1 item)	\$201,350.00	n/a	
9	Testing & Validation Services	2	Catalyst Connection	\$298,000.00	n/a	7% Decrease
10	LRV Air Supply Unit Inverters	4	Woojin IS America Inc.	\$1,030,820.00	\$1,116,516.10	No Previous Contract

Total Purchases: \$17,473,013.09

SUMMARY OF RESOLUTION

Authorization to Extend and Amend Agreements to Provide General Architecture and Engineering Contract Services

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

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

As a result of the trucker's litigation, the Authority placed various projects on hold, but as a result of the dismissal of the litigation, the funds have now been released to allow the Authority to proceed with the projects. The Authority now wishes to commence those projects for both design and construction phase services. The Authority, however, is approaching the contractual authorization limit so additional funds are needed to complete the projects as well as to allow for some contingency dollars should additional projects become necessary. The Authority, therefore, seeks to increase the total not-to-exceed amount for Agreements by \$1,750,000 to ensure adequate funding for Services is maintained.

Additionally, in order to complete the various projects, the Authority has determined that it is in its best interest to extend the term of Agreements at this time through June 30, 2022. This will allow for the completion of Services on both the current and future projects.

To date, Services had been completed in a satisfactory manner.

The attached resolution authorizes an amendment to Agreements with Gannett Fleming, Inc. and AECOM Technical Services, Inc., to extend the term of Agreements through June 30, 2022, and to increase the total not-to-exceed amount of Agreements from \$6,000,000 to \$7,750,000.

4/24/20
M. Zmijanac

RESOLUTION

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

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

WHEREAS, to date, Services have been completed in a satisfactory manner. As such, the Authority has determined that it is in its best interest to extend the term of Agreements through June 30, 2022, to continue the completion of Services on current and future projects and to increase the total not-to-exceed amount of Agreements by \$1,750,000 to ensure adequate funding for Services is maintained.

NOW, THEREFORE, BE IT RESOLVED that the chief executive officer, chief development officer and/or chief engineer be, and hereby are, authorized to execute an amendment to Agreements with Gannett Fleming, Inc. and with AECOM Technical Services, Inc., in a form approved by counsel, extending the term of Agreements one additional year through June 30, 2022, and increasing the total not-to-exceed amount of Agreements from \$6,000,000 to \$7,750,000, 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 Agreements to Provide Architectural Design Services

In July of 2016, Port Authority of Allegheny County's (Authority) Board authorized the award of Agreement No. R16-08-A to CDM Smith, Inc., and Agreement R16-08-B to Whitman, Requardt and Associates, LLP, (Agreements) to provide architectural design services for transit passenger facilities design and general building design (Services).

Agreements were for an initial term of four years through September 30, 2020 and a total not-to-exceed amount of \$6,000,000, with the option to extend Agreements up to one additional year at the Authority's sole discretion.

To date, Services have been completed in a satisfactory manner. The Authority has determined that it is in its best interest to extend the term of Agreements at through September 30, 2021, and to continue the completion of Services on current and future projects and to increase the total not-to-exceed amount of Agreements by \$1,500,000, to ensure adequate funding for Services is maintained.

The attached resolution authorizes amendments to Agreements with CDM Smith, Inc., and Whitman, Requardt and Associates, LLP, to extend the term of Agreements through September 30, 2021, and increase the total not-to-exceed amount of Agreements from \$6,000,000 to \$7,500,000.

4/24/20
M. Zmijanac

RESOLUTION

WHEREAS, Port Authority of Allegheny County (Authority), in accordance with its Board-adopted Procurement Policy and Procedures for Competitive Negotiations for Professional and Technical Services, previously awarded Agreement No. R16-08-A to CDM Smith, Inc., and Agreement R16-08-B to Whitman, Requardt and Associates, LLP, (Agreements) to perform architectural design services (Services); and

WHEREAS, Agreements were for an initial term of four years through September 30, 2020 and a total not-to-exceed amount of \$6,000,000, with the option to extend Agreements up to one additional year at the Authority's sole discretion; and

WHEREAS, to date, Services have been completed in a satisfactory manner and the Authority has determined that it is in its best interest to extend the term of Agreements through September 30, 2021, to continue the completion of Services on current and future projects, and to increase the total not-to-exceed amount of Agreements by \$1,500,000 to ensure adequate funding for Services is maintained.

NOW, THEREFORE, BE IT RESOLVED that the chief executive officer, chief development officer and/or chief engineer be, and hereby are, authorized to execute amendments to Agreements with CDM Smith, Inc., and Whitman, Requardt and Associates, LLP, in a form approved by counsel, to extend the term of Agreements one additional year through September 30, 2021, and to increase the total not-to-exceed amount of Agreements from \$6,000,000 to \$7,500,000, and also to take all such other actions necessary and proper to carry out the purpose and intent of this resolution.

SUMMARY OF RESOLUTION

Authorization to Extend Agreement to Provide Environmental Contract Services

In May 2017, Port Authority of Allegheny County's (Authority) Board authorized the award of Agreement No. R17-04 (Agreement) to Hatch Associates Consultants, Inc., formerly known as Hatch Chester, Inc. (Contractor), to perform environmental contract services (Services).

Agreement was for an initial term of three years through June 30, 2020 and a total not-to-exceed amount of up to \$600,000, and with the option to extend Agreement up to two additional years at the Authority's sole discretion.

To date, Services have been completed by Contractor in a satisfactory manner. The Authority has determined that it is in its best interest to extend the term of Agreement through June 30, 2021 and to continue the completion of Services on current and future projects with no increase in the previously authorized total not-to-exceed amount of Agreement.

The attached resolution authorizes an amendment to extend the term of Agreement through June 30, 2021.

4/24/20
M. Zmijanac

RESOLUTION

WHEREAS, Port Authority of Allegheny County (Authority) in accordance in with its Board-adopted Procurement Policy and Procedures for Competitive Negotiations for Professional and Technical Services, previously awarded Agreement No. R17-04 (Agreement) to Hatch Associates Consultants, Inc., formerly known as Hatch Chester, Inc. (Contractor), to perform environmental contract services (Services); and

WHEREAS, Agreement was for an initial term of three years through June 30, 2020 and a total not-to-exceed amount of \$600,000, with the option to extend Agreement up to two additional years at the Authority's sole discretion; and

WHEREAS, to date, Services have been completed in a satisfactory manner by Contractor and the Authority has determined that it is in its best interest to exercise the first option year and extend the term of Agreement through June 30, 2021 to continue completion of Services on current and future projects without any increase in the previously authorized total not-to-exceed amount for Agreement.

NOW, THEREFORE, BE IT RESOLVED that the chief executive officer, chief development officer and/or chief engineer be, and hereby are, authorized to execute an amendment to Agreement with Contractor., in a form approved by counsel, to extend the term of Agreement one additional year to June 30, 2021, with no increase in the total not-to-exceed amount of Agreement, and also to take all such other actions necessary and proper to carry out the purpose and intent of this resolution.

SUMMARY OF RESOLUTION

Authorization to Extend and Amend Agreement to Provide Employee Benefits Services

In February 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 proposal to obtain the services of a firm to provide employee benefits consulting services (Services). Services include, but are not limited to, performing strategic planning of employee benefits health and welfare programs, providing underwriting analysis and actuarial services to estimate benefits costs and the effects of benefit modifications on such costs, analyzing claims experience and its financial impact, assisting the Authority in procuring benefit services from vendors and in post-award management of benefits contracts, providing general administrative support, assisting the Authority so as to ensure compliance with benefits laws, and within the overall scope of the services, performing special projects and other additional services.

In July 2015, the Authority's Board authorized the award of Agreement No. R15-07 (Agreement) to Towers Watson Delaware, Inc., now known as Willis Towers Watson US LLC (Towers), to provide Services for an initial three-year term and for a total not-to-exceed amount of \$1,000,000. In April 2018, the Board authorized the Authority to extend the term of Agreement until July 30, 2020 and increase the total not-to-exceed amount of Agreement to \$1,700,000.

The Authority has now determined that it is in its best interest to extend the term of Agreement for an additional five months and increase the total not-to-exceed amount of Agreement by \$240,000, in order to provide the continuance of Services by Towers during the period that the Authority is seeking proposals for health insurance providers and during the upcoming collective bargaining negotiations with two of the Authority's labor unions.

The attached resolution authorizes an amendment to Agreement to extend the term of Agreement for an additional five months and to increase the previously authorized total not-to-exceed amount of Agreement from \$1,700,000 to \$1,940,000.

RESOLUTION

WHEREAS, Port Authority of Allegheny County's (Authority) Board, following issuance of Request for Proposals No.15-07, in accordance with its Board-adopted Procurement Policy and Procedures for Competitive Negotiations for Professional and Technical Services, authorized the award of an agreement (Agreement) to Towers Watson Delaware, Inc., now known as Willis Towers Watson US LLC (Towers), to provide employee benefits consulting services (Services) for an initial term of three years and for an initial total not-to-exceed amount of \$1,000,000.00; and

WHEREAS, in April 2018, the Board authorized the Authority to extend the term of Agreement until July 30, 2020, and to increase the previously authorized total not-to-exceed amount for Agreement to \$1,700,000; and

WHEREAS, the Authority has now determined that it is in its best interest to extend the term of Agreement for an additional five months and increase the total not-to-exceed amount of Agreement by \$240,000, in order to provide a continuance of Services; and

NOW, THEREFORE, BE IT RESOLVED, that the chief executive officer and/or chief human resources officer be, and hereby are, authorized to execute an amendment to Agreement, in a form approved by counsel, to increase the previously authorized total not-to-exceed amount for Agreement from \$1,700,000 to \$1,940,000, and to extend the term of Agreement for an additional five months to December 30, 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 Enter into an Agreement for South Hills Village Parking Garage Facility Management Services

Description

Port Authority proposes to engage a single contractor to provide facility management services for the South Hills Village Parking Garage (Services). Services include, but are not limited to, general management and operation, customer assistance and support, monitoring of parking and fare collection, general cleaning, inspection, and preventive and routine maintenance in and around the garage structure, and the option to provide new "Parking Access Revenue Control System" (PARCS) equipment. Security and exterior landscaping are not part of the contractor's responsibilities. The agreement will be for a three-year period with the option to extend the term up to two additional years, at the sole discretion of Authority.

The Authority intends to enter into an agreement with a single firm. Services will be authorized by the Authority through task-specific work orders on an as-needed basis. The agreement will be for a three-year period, with the option to extend its 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 and convened to evaluate proposals and recommend the top-rated proposers to perform Services. Committee consisted of eight members representing the Planning, Finance, IT and Legal Divisions.

Schedule

Request for Proposals (RFP) No. 20-02 was publicly advertised and an informational meeting was held on February 5, 2020. Four proposals were received on February 24, 2020. The proposals were distributed to Committee for its review and evaluation.

Evaluation Process

Committee met to discuss and evaluate the proposals and determined those proposals in the competitive range that could potentially be able to achieve top ranked status.

As a result of the review of the proposals and interviews, Committee identified Parkway Corporation as the highest rated to perform the services.

Summation of the Committee for the highest-rated proposers is as follows:

Parkway Corp. (Parkway) – Parkway is a medium sized, privately owned, corporation that provides facility management services dedicated to parking garages and shuttle service. Parkway maintains a local office sufficiently staffed to enable it to meet the requirements of the RFP. Parkway has proven its capabilities as it has been managing the facility with the same service requirements specified in this RFP since 2005. Parkway's proposed team includes the incumbent: facility manager; regional manager, onsite customer service personnel; and subcontractor performing cleaning services. The proposed subcontractor is a PAUCP-certified DBE firm, and would be performing meaningful work. It was clear that Parkway would provide a complete team capable of performing the services effectively and efficiently. Through its past performance and its proposal submission in response to this RFP, Parkway has demonstrated a thorough understanding of the services required and has executed its responsibilities to the expectations of Authority. Parkway further displayed this and improved its standing in their interview. Parkway's proposed onsite manager is well qualified and has demonstrated through past performance at the facility that his experience and dedication meet the expectations and needs of Authority. Based upon the submitted resumes, other proposed staff are highly qualified to perform their respective services. Key personnel commitments were strong and included all management personnel. Parkway also provided the lowest overall estimated costs for management of the facility, with and without the new parking equipment option pricing. Parkway also demonstrated in its proposal and interview its understanding and capabilities to meet the requirement for upgrading the existing onsite PARCS customer access equipment. The proposed subcontractor for this, Flashparking, is a dedicated partner with Parkway and has provided and maintained identical systems at other Parkway managed facilities. Parkway's proposed total cost over the life of three-year agreement was felt to be in line with their current agreement, and the lowest of all proposers. In summary, Parkway has demonstrated its capability to meet the requirements of the RFP through its past performance, experience, current proposal submission and interview performance, proposed cost, and knowledge of the industry.

Pro Park, Inc. (ProPark) – ProPark is a medium sized, privately owned, corporation that provides facility management services dedicated to parking garages and shuttle service. ProPark is well qualified to provide the services required under the RFP with ongoing management of other local facilities. ProPark's proposed team met the requirements for the daily operations of the facility; however, the proposal did not address "event" coverage. ProPark emphasized at its interview a heavier reliance on its remote, customer service center versus onsite management. Two onsite cleaning subcontractors and a QA/QC subcontractor were proposed, all of which are PAUCP-certified DBE firms. The functions to be carried out by the DBE firms are meaningful. It was clear ProPark presented a team capable of performing the required services. ProPark demonstrated a thorough understanding of facility management processes, and procedures in its proposal, but did not perform as well as the other proposer in their interview or have as strong of a proposal submission. ProPark's proposed facility manager is well qualified and

is currently performing like services at other local ProPark managed facilities. However, his experience was significantly less than that of the other proposer's facility manager. Based upon the submitted resumes, other proposed staff are qualified to perform their respective services. ProPark's key personnel commitments included the regional vice president, and facility manager. In summary, ProPark demonstrated its capability to meet the requirements of the RFP through its experience, knowledge of facility management, and resumes. ProPark also demonstrated in its proposal and interview its understanding and capabilities to meet the requirement for upgrading the existing onsite PARCS customer access equipment. The proposed subcontractors for this, netPark, PSx, and Hamilton have provided and maintain identical systems at other ProPark managed facilities. ProPark's proposed total cost over the life of three-year agreement was at over a 30% premium of the other proposer. Overall, ProPark's proposal was felt by the committee to be very good, but not as strong or thorough as the higher rated proposer.

Negotiations

The total not-to-exceed amount recommended for approval for Services is \$672,000, and is to be allocated by the Authority on an as-needed basis through task specific work orders. 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.

RESOLUTION

WHEREAS, Port Authority of Allegheny County (Authority) requires the services of a single firm to provide the South Hills Village Parking Garage Facility Management Services (Services). Services include, but are not limited to, general management and operation, customer assistance and support, monitoring of parking and fare collection, general cleaning, inspection, and preventive and routine maintenance in and around the garage structure, and the option to provide new "Parking Access Revenue Control System" (PARCS) equipment, and

WHEREAS, in order to obtain qualified firms to perform Services, a Request for Proposals (RFP), detailing the required scope of services, was prepared and publicly advertised; and

WHEREAS, four proposals were received on February 24, 2020. All proposals were reviewed and evaluated by the Authority's Evaluation Committee; and

WHEREAS, the proposal submitted by Parkway Corporation was determined to be the highest-rated proposal for the performance of Services; and

WHEREAS, the agreement for Services, in a total not-to-exceed amount of \$672,000, which would be allocated on an as-needed basis through task specific work orders, is recommended for approval.

NOW, THEREFORE, BE IT RESOLVED that the chief executive officer and/or chief legal officer be, and hereby are, authorized to enter into an agreement with Parkway Corporation for Services, in a form approved by counsel, for a total not-to-exceed amount of \$672,000 to be allocated on an as-needed basis through task specific work orders, 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 necessary and proper to carry out the purpose and intent of this resolution.

SUMMARY OF RESOLUTION

Authorization to Extend and Amend Agreement to Provide Armored Car and Cash Management Services

In October 2016, 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 armored car and cash management services (Services). Services include, but are not limited to, collecting, counting and depositing currency and coin from fareboxes located at four bus garages and one rail center, and collecting, counting and depositing currency and coin from the Authority's Service Center, as well as to replenish consumables at the Authority's ticket vending machines (TVMs) installed across the Authority's light rail, busways and other transit system locations.

In January 2017, the Authority's Board authorized the award of Agreement No. R16-06 (Agreement) to Brink's U.S., a Division of Brink's, Incorporated (Brink's), to provide Services for an initial three-year term and at a total not-to-exceed amount of \$3,500,000. Agreement also contains two additional option years to be exercised by the Authority in its sole discretion.

To date, Services performed by Brink's 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 May 4, 2021, and to increase the total not-to-exceed amount of Agreement by \$768,600 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 May 4, 2021, and to increase the previously authorized total not-to-exceed amount from \$3,500,000 to \$4,268,600.

RESOLUTION

WHEREAS, Port Authority of Allegheny County's (Authority) Board, following issuance of Request for Proposals No. 16-06, authorized the award of an agreement (Agreement) to Brink's U.S., a Division of Brink's, Incorporated (Brink's), to provide armored car and cash management services (Services) for an initial term of three-years and at a total not-to-exceed amount of \$3,500,000.00 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 May 4, 2020; 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 May 4, 2021; and

WHEREAS, the Authority has also determined that an increase of \$768,600 to the previously-authorized total not-to-exceed amount of Agreement is necessary to perform Services, increasing the total not-to-exceed amount for Agreement to \$4,268,600.

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 Brink's, in a form approved by counsel, to increase the previously authorized total not-to-exceed amount for Agreement from \$3,500,000 to \$4,268,600 and to extend the term of Agreement for one additional year to May 4, 2021, and to take all such other actions as may be necessary and proper to carry out the purpose and intent of this resolution.