

PERFORMANCE OVERSIGHT COMMITTEE MEETING

October 19, 2023

Board Committee Members

Michelle Zmijanac, Chair
Lori Mizgorski
Jeff Letwin

Other Board Member

Ann Ogoreuc (in-person)
Jen Liptak
Joe Totten
Ali Doyle
John Tague

1. Approval of Minutes:

The Committee approved the minutes from the September 21, 2023 Performance Oversight Committee meeting.

2. Proposed Resolution:

The Committee first reviewed four procurement items and determined the bids to be in accordance with PRT's procurement policies and procedures and the prices to be fair and reasonable.

The Performance Oversight Committee agreed to recommend the award of bids reviewed for the total amount of approximately \$1.9 million dollars.

The next resolution reviewed pertained to PRT requiring a group of firms to provide temporary technical and clerical support services, as needed, for employee absences, vacancies and additional workload.

It was reported that in November 2019, PRT entered into agreements with a pool of firms to provide these services, on an as-needed basis, with a not-to-exceed amount of \$1,000,000, for an initial term of three years with the option to extend the agreements up to two additional option years, at the sole discretion of PRT.

In September 2022, the Board authorized PRT to exercise the first option year with no increase to the total not-to-exceed amount.

The Performance Oversight Committee agreed to recommend extending the term of the agreements for the second option year with the following firms: Infojini, Inc., Diskriter, Inc., Global Solutions Group, Inc., and Atrium Staffing LLC to November 30, 2024, with no increase in the previously authorized to not-to-exceed amount.

Next the Committee reviewed a resolution pertaining to PRT requiring a pool of law firms to provide legal services on an as-needed basis.

It was explained at the meeting that the pool will consist of up to five law firms in various fields of law.

An RFP was prepared and publicly advertised and the firms identified on Exhibit A in their respective fields of law have been determined to be the highest rated proposals for the performance of the services.

The Performance Oversight Committee agreed to recommend authorizing PRT to enter into agreements with the firms identified on Exhibit A to provide services for an initial five-year period effective January 1, 2024 with the option to extend the term of the agreements up to an additional three years at the sole discretion of PRT.

The Committee also agreed to recommend that the law firm of McNees Wallace & Nurick LLC serve as solicitor to PRTS's Board due to McNees being the highest rated proposer.

And finally, the Committee agreed to recommend that the law firm of Campbell Durrant, PC serve as PRT's primary labor counsel due to Campbell being the highest rated proposer.

The final resolution reviewed was seeking authorization for PRT to amend agreements for general planning services.

It was reported that in July 2021, PRT's Board authorized the award of agreements with HDR, Inc. and Michael Baker International, Inc., to provide these services in the three categories of place-based planning, network planning and organizational planning.

The original not-to-exceed amount of the agreements was developed based on the projected costs of anticipated work to be completed. Due to additional projects, including the work connected to PRT's Strategic Plan, an increase in the previously authorized not-to-exceed amount is needed.

The Performance Oversight Committee agreed to recommend increasing the total not-to-exceed amount of agreements by \$2,000,000 to allow for contractors to perform services through the current term.

With no further business, the meeting was adjourned.