

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

The Regular Meeting of the Board of Port Authority of Allegheny County was held on Friday, April 29, 2022, at 9:30 a.m., at the Authority's Administration Offices, 345 Sixth Avenue, Pittsburgh, Pennsylvania, 15222-2527, pursuant to due public notice given as required by law.

The following members were in attendance in person: Jeff Letwin, Chair, Jennifer Liptak, Ann Ogoreuc, Michelle Zmijanac and Stephanie Turman. The following members were in attendance virtually: Senator Jim Brewster, John L. Tague Jr., Gerald Delon, Representative Lori Mizgorski and Representative Austin Davis. Board Solicitor Sandy Garfinkel attended in-person.

The Chair called the April 29, 2022 Regular Meeting to order and requested everyone stand for the pledge of allegiance and a moment of silence for the people of Ukraine and their struggle.

A recommendation was made for approval of the minutes of the March 25, 2022 Regular Meeting. A motion was made, seconded, and unanimously passed.

The Chair called on Ms. Katharine Kelleman for a report of the Chief Executive Officer.

Ms. Kelleman first asked for a moment of silence for the retired employees who passed away in March. They were Operators James Ramsey, Clifford Smith, Richard Lucas and Martin Cava; Off Board Fare Collector Judy Stephenson and Dispatcher Kenneth Dugan.

Ms. Kelleman reported that Port Authority ridership has finally started to return from huge losses during the pandemic, but the return comes at a time when the Authority is facing a shortage of operators for a variety of reasons. Noting that this situation here in Allegheny is not unique. Transit agencies nationally are struggling to hire enough operator to meet posted schedules.

Ms. Kelleman stated that the missed trips for lack of drivers had been hovering around two to three percent through much of the two-year pandemic. In March, a ridership increase of 10 percent over February coincided with driver shortages, particularly due to the suspension of employees who did not meet the requirement that they be vaccinated. That pushed the missed trips even higher.

Ms. Kelleman reported that as a result of the operator shortage, the Authority is planning another round of eliminating some bus trips on less busy routes to free up operators to fill holes on busier routes beginning in June, noting that the changes are expected to be temporary, but necessary, to meet the Authority's promise of reliability. Ms. Kelleman stressed that services are being shifted rather than reduced and we expect to have the same number of drivers when we bring a budget to the Board next month for approval for the new fiscal year. Details about those changes will emerge over the next month as we head into summer.

Ms. Kelleman apologized and said that the riders deserve better. She said, "everything I say about manpower shortages or anything else doesn't matter if your bus doesn't show up. We know it has been hard and we look forward to doing better." In addition to planning schedules, the Authority is currently training and hiring more operators, with new operator classes starting every five weeks. The Authority is also busy promoting jobs and attending job fairs.

Wearing masks will remain highly encouraged throughout the Authority's system and will be required for any employee who received a medical or religious exemption. You will see mask signage updated throughout the system with 'Masks Encouraged' messages." This change will occur over the next month with some announcements on vehicle headsigns and stations changing in June.

On ACCESS vehicles, drivers will continue to wear masks until further notice due to the more vulnerable populations who ride our ACCESS vehicles.

That concluded the report of the Chief Executive Officer.

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

The Performance Oversight Committee met during the prior week and she had three resolutions for the Board's consideration.

The Committee first reviewed two procurement items and determined the bids to be in accordance with the Authority's procurement policies and procedures, the prices fair and reasonable, the bidders to be responsible and the bids responsive.

The Performance Oversight Committee recommended that the award of bids listed in the resolution be approved for the total amount of approximately \$332,000 dollars.

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

The next resolution presented was seeking authorization to enter into an agreement to provide professional services to coordinate paratransit service for individuals with disabilities and older adults in Allegheny County.

Ms. Zmijanac reported that a request for proposals was publicly advertised and one proposal was received. In accordance with the Authority's procedures, it was determined that appropriate and reasonable efforts had been undertaken to solicit proposals and that the requirements of the RFP were not restrictive.

Staff determined that Transdev Services, Inc., submitted an acceptable proposal and is qualified to perform the services.

The Performance Oversight Committee recommended entering into a five-year agreement with Transdev Services, Inc., for a total not-to-exceed amount of up to \$2,447,400 for the first year of the agreement.

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

The final resolution presented was seeking authorization to enter into agreements with a pool of firms for inspection and engineering services for the two categories of 1) Inspection and Engineering Services for Repair; and 2) Engineering Services for Rehabilitation or Replacement.

Ms. Zmijanac reported that the Authority intends to enter into agreements with up to three firms for each of the categories.

Ms. Zmijanac reported that proposals submitted by GAI Consultants, Inc., TRC Engineers, Inc. and Michael Baker International, Inc., were determined to be the highest-rated proposals for both categories, and these bidders were determined to be responsible and the bids responsive.

The agreements will be for an initial four-year term with the option to extend the agreements up to one additional year at the sole discretion of the Authority.

The Performance Oversight Committee recommended entering into agreements with the firms in a total not-to-exceed amount of \$22,000,000, which would be allocated on an as-needed basis through task-specific work orders.

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

That concluded the report of the Performance Oversight Committee.

The Chair called on Mr. Tague for a report of the Planning and Stakeholder Relations Committee.

Mr. Tague reported that the Planning and Stakeholder Relations Committee met the prior week and he had a few updates and three resolutions for the Board's consideration.

Mr. David Huffaker first provided the Committee an update on the Bus Rapid Transit project. It was reported that the FTA Risk Review is still ongoing. After the FTA finishes its review, the Authority plans to execute agreements and conduct another round of public outreach.

Mr. Tague added that construction is anticipated to begin in FY 2023.

Mr. Tague then presented two resolutions related to the BRT project.

The first resolution was seeking authorization to enter into an amended and restated cooperation agreement with the City of Pittsburgh, Allegheny County and the URA for the BRT project. Mr. Tague reported that all parties have negotiated an Amended Cooperation Agreement that addresses critical issues to complete construction of the project and begin operation.

This resolution would authorize Port Authority to enter into the Amended Cooperation Agreement with the parties.

On behalf of the Planning and Stakeholder Relations Committee, Mr. Tague respectfully requested approval of the resolution. It was moved, seconded, and unanimously agreed that the resolution be approved as presented.

The next resolution presented was seeking authorization to enter into a Cooperation Agreement with the Pittsburgh Water and Sewer Authority for the BRT Project

In order to proceed with BRT construction in the downtown corridor, Port Authority requires relocation of certain water lines and related facilities operated and maintained by the PWSA.

Port Authority and PWSA have negotiated a proposed cooperation agreement for the BRT Project Phase I Work that addresses critical issues to complete design and construction.

This resolution authorizes the Authority to enter into the Phase I Cooperation Agreement with PWSA.

On behalf of the Planning and Stakeholder Relations Committee, Mr. Tague respectfully requested approval of the resolution. It was moved, seconded, and unanimously agreed that the resolution be approved as presented.

Ms. Ellie Newman presented an overview of Port Authority's Title IV Program to the Committee.

She reported that Title IV is a federal law mandated by the Civil Rights Act of 1965 which requires Port Authority to maintain a Title IV Program and to ensure that we protect our riders against discrimination based on race, color, or national origin.

An overview of the 2019-2021 reporting period was presented to the Committee.

Mr. Tague presented a final resolution seeking authorization to Adopt Port Authority of Allegheny County's 2022 to 2024 Title VI Program.

He reported that as required by FTA regulations, the Authority reviews and updates its Title VI Program every three years to ensure the program remains in compliance and to document the Title VI analyses conducted for any major service or fare changes over the prior three-year period. Staff has updated the Title VI Program, including a review and compilation of 2019-2021 Title VI major service and fare change analyses.

This resolution would authorize adoption of the updated Title VI Program, its submission to the FTA and management's ability to make any further changes required upon the FTA's review.

Mr. Tague noted that the entire program (Exhibit A) is over 500 pages and will be posted on Port Authority's website. There were also copies available at the sign-in table.

On behalf of the Planning and Stakeholder Relations Committee, Mr. Tague respectfully requested approval of the resolution. It was moved, seconded, and unanimously agreed that the resolution be approved as presented.

Finally, Mr. Tague gave an update on the Allegheny County Transit Council and Committee for Accessible Transportation.

He reported that ACTC met virtually on April 27. The Council was provided a presentation of the Title VI Program and an update on the upcoming Mon Incline Phase II Rehab project. The next meeting is scheduled for May 27th

The CAT Committee did not meet in April. Their next quarterly meeting is scheduled for May 5.

That concluded the report of the Planning and Stakeholder Relations Committee.

The Chair called on Ms. Ogoreuc for a report of the Finance Committee.

Ms. Ogoreuc reported that the Finance Committee met during the prior week and she had one resolution for the Board's consideration.

This resolution authorizes the Authority to extend the agreement with the Stadium Authority for free rides from downtown to the North Shore for two more years at a cost of \$265,000. The agreement states that the Stadium Authority is only required to pay if the parking lots and garages on the North Shore reach 85 percent capacity for three consecutive months in the first year and 80 percent for three months in the second year. These usage levels have not been sustained since the pandemic began March 2020.

Until these percentages are met, Port Authority would continue to fund the monthly payment via CARES Act and related federal stimulus funding.

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

Also at the meeting, the March 2022 financial results were presented.

It was reported that Total Operating Income for the month of March was under budget by \$3.9 million. Passenger Revenue was \$70,420 higher than February levels. Total Operating Income for FY 2022 is \$34.2 million under budget for the fiscal year due to lower Passenger Revenue and ACCESS Shared Ride Revenue. It was noted at the meeting that Federal ARPA funding will be utilized to make-up for this revenue shortfall.

Total Operating Expenses in March were \$1.4 million below budget. The Expense categories of Utilities and Other Expense were over budget for the month. This was due to a timing issue and both categories are under budget for the fiscal year. Total fiscal year-to-date Operating Expenses continue to trend below budget by \$35.2 million.

Total Subsidy for the month was \$9.2 million below budget due to lower ARPA invoicing from initial plan. Total Subsidy for FY 2022 is \$13.4 million below budget due to lower State Operating Assistance and Vehicle Overhaul Subsidy and ARPA invoicing.

Finally, it was reported at the meeting that the Authority ended the month of March with approximately \$160.9 million in cash reserves.

That concluded the report of the Finance Committee.

The Chair called on Ms. Liptak for a report of the Technology Committee.

Ms. Liptak reported that the Technology Committee met on Thursday, April 21, and she had one resolution for the Board's consideration.

One bid was presented to the Technology Committee for the purchase of replacement video storage devices for the bus and rail fleet.

The Technology Committee recommended that a contract be executed with March Networks in the amount of \$960,000.

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

Also at the meeting, Port Authority's Chief Safety Officer, Burt Jennings, and Chief of Police, Matt Porter, provided the Committee with information on the role of video cameras and recordings in use around the agency. Ms. Liptak thanked Mr. Jennings and Chief Porter for the valuable information and thanked them for the services they provide to the people of Allegheny County.

That concluded the report of the Technology Committee.

There was no new business to conduct, so the Chair moved on to the Public Comment portion of the meeting.

There were two speakers who addressed the Board this month. They were Mr. Ralph Williams, President of Allegheny County Transit Council and Mr. Andrew Hussein. Both speakers stated that the service issues we are having is unacceptable. Transit riders are frustrated with the current unreliability. Mr. Hussein said that the Port Authority is planning for cuts not an adjustment to service and the riders can't stand for it. Both speakers urged the Port Authority to work with Union leadership and work something out.

Mr. Williams also urged Representative Austin Davis and Senator Brewster to consider new funding options such as the casino.

The Chair announced the next Regular meeting of the Board will be Friday, May 27, 2022.

With no further business the meeting was adjourned.