

PITTSBURGH REGIONAL TRANSIT  
MINUTES OF THE REGULAR BOARD MEETING  
FRIDAY, JULY 28, 2023

The Regular Meeting of the Board of Port Authority of Allegheny County d/b/a Pittsburgh Regional Transit (PRT) was held on Friday, July 28, 2023, at 9:30 a.m. at PRT'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: Jeffrey Letwin, Chair, John Tague, Lori Mizgorski and Ann Ogoreuc. The following members were in attendance virtually: Senator Jim Brewster, Representative Nick Pisciotto, Stephanie Turman, Jen Liptak, and Michelle Zmijanac. Board Solicitor Sandy Garfinkel attended in person.

The Chair called the July 28, 2023 Regular Meeting to order and asked the audience to stand for the Pledge of Allegiance and for a moment of silence for those affected by gun violence.

A recommendation was made for approval of the minutes of the June 23, 2023 Regular Meeting. A motion was made, seconded, and unanimously passed.

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

Ms. Kelleman first asked for a moment of silence for retired Operator Daniel Smaglo and retired assistant manager Service Delivery, Lawrence Lugar, who passed away since the prior meeting.

Ms. Kelleman observed that it has been a busy summer at PRT. In just the last couple of months, PRT hosted an international transit conference, Taylor Swift delivered the highest weekend ridership rates since the start of the pandemic, and PRT successfully managed to provide service around numerous events held in downtown.

Ms. Kelleman noted that PRT has also worked around some major construction projects, including PRT's plinth rehab project in the central business district. "And while we're proud of how we've handled them, we know we've asked a lot from our riders and the toll it takes on getting where you need to go. All this, combined with summer vacations, have led to an uptick in out-of-service, which we're very sensitive as to how this impacts our riders."

Ms. Kelleman reported that, beginning in September, PRT would be rolling out a new "Rate my Ride" survey that riders can take while they're riding the bus or rail so they can tell PRT about their experiences. Riders can simply scan a QR code and answer questions about their ride.

"Our riders deserve vehicles that are on time; operators who are courteous, friendly, and helpful; and vehicles that are clean. Everything else builds on that foundation. Mobile apps, GPS trackers, audio announcements and signage are great and wonderful but must come second to providing clean, reliable, and affordable service."

"To help, we've established a new team within our Operation's Division responsible for improving the rider experience from the inside out. We will also be taking a fresh look at run times, traffic conditions, and other factors that impact on-time performance."

“We'll be looking at our needs and available resources to ensure we keep out-of-service down. We'll be investigating why vehicles aren't always as clean as they should be and what we can do as an organization to keep our employees engaged and content.”

Ms. Kelleman announced that PRT would review within six months or a year what steps PRT had taken and to observe the impact of the program.

Ms. Kelleman noted that she is hopeful that with the help of everyone across the agency, including ATU Local 85 leadership, PRT can make a strong push to improve the transit experience for all our riders.

Ms. Kelleman concluded her remarks by acknowledging the 33rd anniversary of the Americans with Disabilities Act. “More than three decades later, we've come so far and still have so far to go. She added, we at PRT design and upgrade our system so it benefits and works for people of all abilities, from the recently completed Negley Station to the upcoming University Line, and future busway and rail projects.”

That concluded the report of the Chief Executive Officer.

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

Ms. Zmijanac reported that the Performance Oversight Committee met the week prior and had four resolutions for the Board's consideration.

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

The Performance Oversight Committee recommended the award of bids listed in the resolution for the total amount of \$1,330,094.75.

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 second resolution presented sought authorization for PRT to extend the agreement for Bus Rapid Transit Phase III Engineering Services.

Ms. Zmijanac reported that in July 2018, PRT's Board authorized the award of an Agreement to AECOM Technical Services, Inc., to provide the services for an initial not-to-exceed amount of \$18,000,000. Following prior extensions, the agreement is currently set to expire on September 28, 2023, and has a current authorized total not-to-exceed amount of \$32,000,000, to be allocated on an as-needed basis.

As it is critical for the BRT project design and construction phases be completed, the Performance Oversight Committee recommended extending the term of the agreement with AECOM through December 31, 2027, with no increase to the currently authorized not-to-exceed amount.

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

Ms. Zmijanac presented the next resolution authorizing PRT to extend agreements for investigative services.

It was reported that in June 2020, PRT's Board authorized the award of agreements to a pool of firms to provide external investigative services that can be utilized on an as-needed basis.

CSI Corporate Security and Investigations, Inc., Specialty Private Investigators, Inc., Command Investigations, LLC, and Gittings Private Investigations & Security, Inc. are the pool of firms currently providing the investigative services to PRT.

The Performance Oversight Committee recommended extending the term of agreements with the above firms for one additional year to September 30, 2024, with no increase to the total not-to-exceed amount.

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

Ms. Zmijanac presented the final resolution authorizing a settlement of a public liability claim.

It was reported at the meeting that an accident involving a PRT bus and a pedestrian occurred on January 11, 2022 in Downtown Pittsburgh. The pedestrian, Dal Maya Rai, suffered injuries as a result of the accident and unfortunately passed away two days later.

The estate of Ms. Rai's submitted a personal injury claim and filed a lawsuit seeking monetary recovery for Ms. Rai's injuries and death.

The parties have reached an amicable agreement to fully and finally settle the claim in the total amount of \$250,000, subject to the Board's approval

The Performance Oversight Committee recommended authorizing a settlement payment in the total amount of \$250,000, with no admission of fault or liability by PRT.

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 Stakeholder Relations Committee.

First, Mr. Tague thanked Ms. Kelleman for acknowledging the anniversary of the Americans with Disabilities Act.

Mr. Tague next reported that the Planning and Stakeholder Relations Committee met the week prior and had a few items to report.

First, the Committee received a presentation regarding the Wilkinsburg and Brushton Stations Conceptual Design and Visioning. As part of the Building on the East Busway project, and following multiple rounds of public engagement, PRT is proposing to relocate Wilkinsburg Station by shifting it closer to Penn Avenue and create a new Brushton Station near Brushton Avenue. The goal of the proposal is to enhance rider accessibility by working collaboratively with the community to design stations that better serve riders, support or enhance operations, and bring value to surrounding communities by improving station access for pedestrians, cyclists, non-auto users and those with disabilities. The stations would be connected by a multi-use pathway and include green infrastructure and community artwork.

Mr. Tague reported that the \$7.8 million dollar Wilkinsburg Station construction has been fully funded with grants and state and county funds, and is moving forward through the design phase, with construction currently projected to begin in late 2025 or early 2026. While no funding has yet been secured for the new Brushton Station, PRT is actively pursuing those revenue streams.

Next, the October 2023 Service Changes were presented to the Committee. Many of the upcoming changes, effective October 1, are related to the PRT X project in advance of the BRT construction downtown and uptown and include short turning several routes in Oakland and eliminating their service to downtown in anticipation of that construction. Those routes will now be designated with the additional "short" language. Minor frequency increases or decreases, some routing changes and trip time adjustments were also included in the upcoming service changes.

Mr. Tague noted that there was one major service addition to the P17 route and a Title VI analysis of that change will be presented to the Committee and Board in September. Some peak Route 79 trips will be converted into full P17 trips, so customers can have a one-seat option to head to the downtown area.

Next Mr. Tague reported on the Allegheny County Transit Council and the Committee for Accessible Transportation. ACTC met on July 26 and council member Stuart Strickland spoke about the passing of a former council member and discussed the history of the organization. Staff presented the October service changes and an overview of the PRT Transit Shelter Program. Their next scheduled meeting is September 27.

The CAT Committee met on July 19. Staff updated the committee on the Homestead to McKeesport Transit Improvements Planning project. Their next scheduled meeting is August 3.

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

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

Ms. Ogoreuc reported that the Finance Committee had no resolutions for action, but had a report on our financial results this month with a focus on the entirety of FY 2023, highlighting longer term trends.

It was reported at the meeting that Total Revenues of \$67.7M were 1.1M under budget, or about 1.6 percent. However, there was growth of about \$11M or 19% compared to last year. The lion's share of revenues relate to passenger fare revenues, which were at \$52.7M, about five percent under budget. However, this is an increase of \$7.1 million over FY 2022, which represents an increase of just over 15 percent, which is tracking with what we are seeing in ridership increases for the fiscal year.

Ms. Ogoreuc added that a trend chart of fare revenues over the past 13 months was shown to the Committee, which clearly illustrated the strong growth.

ACCESS revenues were at about 95 percent of the annual budget, and up about 10% from where they were last year. This is also in line with ACCESS, which recovered a little bit more quickly than our other modes, but has now matured to a lower level of growth. Other income is well over budget, highlighted by increases in interest income, reflecting higher cash balances on hand.

Moving to the expense side of the ledger, on an unaudited basis, it was reported that every expense category is under budget for the fiscal year.

Total Expenses for the year of approximately \$469M was \$56.8 million, or about 10.8 percent, below budget for the year. This is principally due to lower wages and benefits related to vacant positions. However, this is in part a timing issue, as the preliminary numbers do not reflect the last pay period of the year, which was not paid until July. This will be captured in the final year-end numbers.

Materials & supplies are primarily below budget due to diesel fuel savings, which were lower than budgeted as the impacts of the war in Ukraine on fuel prices have moderated.

It was reported at the meeting that PRT ended the year with an estimated balance of \$257.1M in Reserves, which is higher than the reserves balance of \$162M at the start of the year. This reflects a change in strategy with respect to the drawdown of federal support.

Mr. Huffaker reported at the meeting that after consultation with both FTA and PennDOT officials, PRT adopted an approach that many other Commonwealth transit agencies have been utilizing, which is to increase the invoiced expenses eligible to be reimbursed by federal stimulus funding. This will benefit PRT by increasing cash balances and lead to an increase in Interest Income on deferred state operating assistance for the next few years.

It was noted at the meeting that later this year, staff intends to provide more detail on our operating reserves and recommended strategies once these federal support packages have been exhausted.

That concluded the report of the Finance Committee.

The Chair next called on Ms. Lori Mizgorski for the report of the Technology Committee.

Ms. Mizgorski reported that the Technology Committee met on July 20, 2023 and had three resolutions for the Board's consideration.

The Committee first reviewed a bid for technology equipment for the Police Department in the total estimated amount of \$109,521.43. The Committee determined the bid to be in accordance with PRT's procurement policies and procedures, and the prices fair and reasonable.

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

The next resolution presented would amend and extend an existing agreement for mobile ticketing services with Masabi, LLC. The initial three-year contract in 2019 included two optional one-year extensions. This is the second one-year extension on this contract.

The Technology Committee recommended extending the agreement with Masabi, LLC, and increasing the total not-to-exceed amount by \$1,423,400.

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

Ms. Mizgorski presented the final resolution that would amend an existing agreement with Ideal Integrations, Inc., for Data Center Hosting and Managed Security Services. The initial three-year contract in 2021 includes two optional one-year extensions. The initial total not-to-exceed was \$3,262,656.96.

Due to growth in technology services, the Technology Committee recommended amending the agreement with Ideal Integrations, Inc., and increasing the total not-to-exceed amount by \$678,311.28.

On behalf of the Technology Committee, Ms. Mizgorski 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 Technology Committee.

There was no new business to report.

We had one speaker, Ms. Amy Zaiss, who addressed the Board during the public comment portion of the meeting. Ms. Zaiss, who lives in Beechview and takes the T regularly, described herself as car-free and a transit enthusiast for many years. She addressed the Board on the lack of service on June 17, during the Taylor Swift concert, and Customer Service's refusal to take her complaints seriously. She stated that the True Time app does not reflect out of service. She therefore waited for a train that said it was coming but never came. She urged the Board and PRT to not to forget the loyal riders who ride the service regularly, not just on special events in the city.

The Chair announced the next Regular meeting of the Board will be Friday, September 29, 2023 and wished everyone a safe and joyful summer.

With no further business the meeting was adjourned.