

PERFORMANCE OVERSIGHT COMMITTEE MEETING

June 15, 2023

Board Committee Members

Michelle Zmijanac, Chair
Lori Mizgorski
Rep. Nick Pisciotano
Jeff Letwin

Other Board Member

Ann Ogoreuc (in-person)
John Tague Jr. (in-person)
Ali Doyle
Jen Liptak
Stephanie Turman

1. Approval of Minutes:

The Committee approved the minutes from the May 18, 2023 Performance Oversight Committee meeting.

2. Proposed Resolution:

The Committee first reviewed three 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 agreed to recommend the award of bids listed in the resolution for the total amount of \$21,304,567.22.

The second resolution discussed was to authorize PRT to Award a Construction Contract for the Security System Improvements project. This project will complete security improvements at the Collier, East Liberty, Ross and West Mifflin Garages, Manchester Main Shop, South Hills Junction, South Hills Village, Pitt Tower, the Allegheny, North Side and Gateway Stations, the North Shore Connector and Mt. Lebanon Tunnels.

To perform the work for the contract, bid documents were prepared and publicly advertised and two bids were received.

The Committee agreed to recommend that the contract be awarded to the low responsive bidder, Merit Electrical Group, Inc., in the amount of \$2,584,800, subject to completing all pre-award requirements.

The next resolution discussed at the meeting was to authorize PRT to extend and amend an agreement for Facility Management Services for the South Hills Village Parking Garage.

PRT entered into an agreement with Parkway Parking of Pennsylvania, Inc. in August 2020 to provide these services in the not-to-exceed amount of \$672,000. The agreement with Parkway currently expires on July 31, 2023.

Staff determined that Parkway has performed the contract services in a satisfactory and efficient manner so the Performance Oversight Committee agreed to recommend extending the term of the agreement for one additional year through July 31, 2024 and increasing the total authorized not-to-exceed amount of the agreement to \$792,000.

The next resolution discussed at the meeting authorizes PRT to extend agreements with a pool of law firms to provide legal services.

It was explained at the meeting that in September 2014, the Board authorized PRT to enter into agreements with a pool of firms in the designated fields of law listed on Exhibit A to the resolution.

As legal services are critical to representing PRT in various types of litigation and related important legal matters, and the law firms continue to provide services in a satisfactory manner, the Performance Oversight Committee agreed to recommend extending the agreements with the firms listed on Exhibit A up to six additional months through December 31, 2023.

The next resolution was seeking authorization to extend an agreement for Real Estate Consulting Services. These services include expert advice and technical support to PRT for all aspects of its real estate interests.

It was reported at the meeting that in September 2017, PRT's Board authorized the award of an agreement to Interstate Acquisition Services, a division of Century Engineering, to provide these services on an as-needed basis through task-specific work orders.

Following prior extensions, the agreement is currently set to expire on June 30, 2023 and has a current authorized total not-to-exceed amount of \$1,862,000.

As these services are critical to PRT's continued oversight of its real estate assets, and Century has continued to provide these services in a satisfactory manner, the Performance Oversight Committee agreed to recommend extending the term of the agreement up to six additional months through December 31, 2023, with no increase in the previously authorized total not-to-exceed amount.

The final resolution presented was seeking authorization to adopt and implement the Fiscal Year 2024-25 Internal Audit Work Plan and to Amend Internal Audit Department Charter.

It was reported at the meeting that In 2007, the Board adopted an Internal Audit Department Charter as a statement of policy and expressed commitment to provide financial and operational oversight to PRT.

In accordance with the charter, PRT's Internal Audit Department has conducted various audit and oversight activities over the past several years pursuant to Board approved 18-month Internal Audit Work Plans.

In order to continue these activities, PRT has formulated a proposed 18-month Audit Work Plan for implementation during Fiscal Year 2024-25.

The Performance Oversight Committee agreed to recommend the adoption of the Fiscal Year 2024-25 Work Plan attached to this resolution as Exhibit A.

With no further business, the meeting was adjourned.

Approved