



PINELLAS SUNCOAST TRANSIT AUTHORITY
3201 SCHERER DRIVE, ST. PETERSBURG, FL 33716
PSTA.NET 727.540.1800 FAX 727.540.1913

**FINANCE COMMITTEE MINUTES
NOVEMBER 20, 2019**

Committee Chairperson Barkley called the November 20, 2019 Finance Committee meeting to order at 9:00 am. Members present: Joe Barkley, Josh Shulman, Dave Eggers, Dan Saracki, Richard Bennett, and Vince Cocks. Also present: Brad Miller, CEO, PSTA staff members, and members of the public.

Public Comment:

There were no public comments.

Action Items:

October 18, 2019 Meeting Minutes – Mr. Bennett made a motion, seconded by Mr. Saracki, to approve the minutes. Motion passed unanimously.

Electric Bus Charging Station – Henry Lukasik, Director of Maintenance, provided information on the proposed in-route inductive charging station to be installed at PSTA's layby area adjacent to the main campus. He indicated that the Board of County Commissioners agreed to reimburse the Agency up to \$589,000 for expenditures incurred to install an electric bus charging station using settlement funds from the Deepwater Horizon accident.

[Mr. Eggers entered the meeting at 9:05 am.]

Al Burns, Director of Procurement, spoke about the procurement process. He said in September 2019, PSTA received two responsive bids; A & K Energy Conservation, Inc. and Bades Construction Company, Inc. He indicated that A & K Energy was determined the low bidder. He said staff is recommending approval of a contract with A & K Energy Conservation, Inc. for the construction and installation of the electric bus charging station for a total cost not to exceed \$192,000. The Committee had questions relating to the timing of the construction, how long a charge would last, the chosen vendor's qualifications, and sources of future funding. After Mr. Lukasik and Mr. Burns

answered their questions, Mr. Cocks made a motion, seconded by Mr. Bennett, to recommend approval of a contract with A & K Energy Conservation for a total contract amount not to exceed \$192,000. There were no public comments. Motion passed (5:1) with Mr. Eggers dissenting.

Fare Media Contract Modification – Shpresa Zenku, Manager, Revenue & Capital Project Accounting, outlined the contract amendment for the Flamingo Fare project. Questions were raised about the cost, the cards that will be used, the other parties involved in the project, and the contract. Another question was raised about the risks that were mentioned in the presentation and Ms. Zenku explained. In response to a concern about these cards being copied or falsified, Mr. Miller stated that there is a chip inside; therefore, making it difficult to make counterfeit cards. After a few more questions and comments, Mr. Shulman made a motion, seconded by Mr. Bennett, to recommend approval to add the Extended Use (EU) cards to Ready Credit Corporation's contract for an added value of \$167,025 (costs to be shared among the Regional Working Group (RWG) members), for a not to exceed amount of \$640,025. There were no public comments. Motion passed unanimously.

Mobility on Demand (MOD) Program Service Provider Contract Amendments – Bonnie Epstein, Senior Planner, gave a presentation on the contract amendments to the vendors in the MOD program (Lyft, United Taxi, Wheelchair Transport, Care Ride, GOIN Software, and a new provider, V Care Medical.) She said that since the launch of PSTA's pilot MOD program earlier this year, the service has become an enormous success and provides real cost savings compared to the Agency's traditional paratransit options. Ms. Epstein indicated that the Agency will soon issue a competitive Request for Proposal (RFP) for the MOD program. She also talked about the current funding sources and the timeline. Questions were asked about the costs and the vendors that are participating in this program. After Ms. Epstein replied, Mr. Bennett made a motion, seconded by Mr. Saracki, to recommend approval of the contracts and amendments for the MOD program service providers, at a total cost not to exceed \$525,000 (\$250,000 from the Florida Department of Transportation (FDOT) allocated 5310 grant and \$275,000 from the adopted FY20 Demand Response (DART) paratransit budget.) There were no public comments. Motion passed unanimously.

Information Technology (IT) Maintenance Agreements – Julie Cagliostro, Director of IT, provided information on the five IT Maintenance agreements. She indicated that staff is recommending approval of a five-year contract with Avail Technologies, Inc. in the amount of \$195,500; a one-year contract with Clever Devices, Ltd. In the amount of \$304,700; and a one-year contract with two one-year options for each of these vendors: SPX Genfare in the amount of \$113,500; SHI International, Inc. in the amount of \$250,200;

and TextMarks in the amount of \$135,000. Mr. Burns talked about the contract process, the strategy for trying to make the contracts co-terminus, and the cost savings. Questions were asked about contract terms, which were answered by Ms. Cagliostro and Mr. Burns. Mr. Bennett made a motion, seconded by Mr. Shulman, to recommend approval of the five IT Maintenance contracts and recommend approval to authorize the CEO to exercise the renewal options. There were no public comments. Motion passed unanimously.

Reports:

Monthly Financial Statement – The financial statements were included in the packet, which Julie Lupis, Director of Accounting, briefly reviewed for the month ending September 30, 2019.

Quarterly Reports – Ms. Leous reviewed the fuel and health insurance reports. Michael Hanson, Director of Finance, spoke about the year-end reserves and investments reports.

Ridership/Performance – Mr. Miller noted that October ridership increased for the mobility programs and decreased for Care Ride trips.

Future Meeting Subjects:

The Committee was provided with a list of upcoming meeting subjects.

Other Business:

No other business was discussed.

Adjournment:

The meeting was adjourned at 10:27 am. The next Finance Committee meeting is scheduled for January 22nd at 9:00 am.