



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

FINANCE/PLANNING COMMITTEE MINUTES
JULY 22, 2020

This meeting was conducted by means of Communications Media Technology.

Finance Committee Chairperson Barkley called the July 22, 2020 combined Finance/Planning Committee meeting to order at 9:00 am. Members present: Joe Barkley, Josh Shulman, Vince Cocks, Richard Bennett, Dan Saracki, and Dave Allbritton. Members absent: Ken Welch, Darden Rice, and Keith Sabiel. Also present: Brad Miller, CEO, and PSTA staff members.

Call to Order - Joe Barkley, Finance Committee Chair – Committee Chair Barkley read the required opening statement relating to the use of Communications Media Technology and how the public can view the meeting and make comments.

Public Comment:

There were no public comments.

Action Items:

June 17, 2020 Finance/Planning Meeting Minutes – Mr. Saracki made a motion, seconded by Mr. Cocks, to approve the minutes. Motion passed unanimously.

SunRunner Construction Contract – Abhishek Dayal, Director of Project Management, gave a presentation on the SunRunner Bus Rapid Transit (BRT) construction project. Al Burns, Director of Procurement, outlined the procurement process for this project. He said staff is recommending approval of a contract with David Nelson Construction for the BRT project construction for a total cost not to exceed \$22,900,000, which includes a 10% contingency. Questions were raised regarding contingency costs, project timeline, how to address delays during construction, protecting construction workers during the COVID pandemic, and notifying schools about the construction for the safety of children and other pedestrians. After the Committee members' questions were addressed, Mr. Shulman made a motion, seconded by Mr. Saracki, to recommend approval of the

contract with David Nelson Construction. There were no public comments. Motion passed unanimously.

Autonomous Vehicle (AV) Operations Agreement – Jacob Labutka, Project Planner, talked about the autonomous shuttle demonstration program. He said that staff is recommending approval of an Interlocal Agreement with the City of St. Petersburg for demonstration approval and improvement contributions; and recommending approval of a task work order-based operating agreement with Beep, Inc. at a cost not to exceed \$562,500, with an initial task work order of \$139,500, for the operation of the St. Petersburg AV Demonstration Project. Questions were asked about any savings with this project, the track record of Beep and their experience, the funding process, the cost, the run time for the route, and the vision for the long term of this project. After Mr. Labutka answered the Committee’s questions, Mr. Shulman made a motion, seconded by Mr. Allbritton, to recommend approval of the Interlocal Agreement and the task work order. There were no public comments. Motion passed unanimously.

Truth in Millage (TRIM) Notice – Michael Hanson, Director of Finance, stated that staff is recommending a proposed millage rate of 0.7500 for FY21. Questions and concerns were raised about who receives this notice and the fact that there are some cities that do not pay this tax. Mr. Miller noted that those cities would have to have a voter referendum. Mr. Allbritton made a motion, seconded by Mr. Shulman, to recommend the 0.7500 millage rate. There were no public comments. Motion passed unanimously.

Janitorial Supplies – Henry Lukasik, Director of Maintenance and Mr. Burns outlined this item and stated that staff is recommending approval of a two-year contract for janitorial supplies with three one-year options with Dade Paper and Bag LLC D.B.A. Imperial Dade, for a total contract amount not to exceed \$630,000, and authorize the CEO to exercise the three one-year options. Questions and comments were made regarding the janitorial services/cleaning current contract and how the supplies are ordered. After Mr. Lukasik responded, Mr. Bennett made a motion, seconded by Mr. Saracki, to recommend approval of the contract with Imperial Dade. There were no public comments. Motion passed unanimously.

Trolley Technology Contracts – Mr. Lukasik and Mr. Burns outlined the trolley contracts. Staff is recommending approval of a one-time purchase with Urban Transportation for a total contract amount not to exceed \$129,000, and recommend approval of a one-time purchase with Clever Devices, LTD for a total contract amount not to exceed \$606,000, to install technology equipment on the new trolleys. Mr. Burns added that this is being funded by Federal Transit Administration (FTA) Section 5307

and 5339 Grant Funds. Questions were asked about the costs and any other technology being installed. After Mr. Lukasik responded, Mr. Saracki made a motion, seconded by Mr. Cocks, to recommend approval of the trolley technology contracts. There were no public comments. Motion passed unanimously.

Resolution #20-05: Suspending Certain Rules and Regulations Due to COVID-19 – Mr. Miller outlined Resolution #20-05 regarding continuing virtual meetings through August 31, 2020. He said the action item is to recommend approval of a Resolution suspending PSTA's Rules and Regulations requiring that a quorum be physically present at Board of Directors and Committee meetings and that require that Board of Directors' and Committee meetings be held at any certain physical location. A question was raised about plans for future in-person meetings. After Mr. Miller responded, Mr. Bennett made a motion, seconded by Mr. Allbritton, to recommend approval of Resolution #20-05. There were no public comment. Motion passed unanimously.

Reports:

Monthly Financial Statement – The financial statements were included in the packet.

PSTA Contracts – The report was included in the agenda packet.

Ridership/Performance - Included in the packet.

Adjournment:

The meeting was adjourned at 10:38 am. The next Finance Committee meeting is scheduled for August 19th at 9:00 am.