



PINELLAS SUNCOAST TRANSIT AUTHORITY
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FINANCE COMMITTEE MINUTES
MAY 19, 2022

Committee Chairperson Cocks called the May 19, 2022 Finance Committee meeting to order at 9:00 a.m. Members present: Vince Cocks, Richard Bennett, Josh Shulman, Dan Saracki, and Jeff Gow. Also present: Brad Miller, CEO; PSTA staff members; and members of the public.

Public Comments:

There were no public comments.

Action Items:

Approve April 20, 2022 Finance Committee Minutes – Mr. Bennett made a motion, seconded by Mr. Shulman, to approve the minutes. The motion passed unanimously.

Specialized Consultant Services – Al Burns, Director of Procurement; Vu Nguyen, Sr. Systems Cloud AV Engineer; Trevor Endreson, Transit Data Coordinator; and Nicholas Sagan, Budget Analyst; outlined this Specialized Consultant contract for services in three categories: Information Technology (IT) (\$400,000); Finance (\$300,000); and Continuous Improvement (\$200,000). Questions were asked about the cost, the three categories, task orders, pricing schedules, scoring, and contract management. After discussion, Mr. Shulman made a motion, seconded by Mr. Saracki, to recommend approval of the contracts. The motion passed unanimously.

Transit Infrastructure Construction Contract – Mark Knight, Project Manager; and Sharon Spellman, Procurement Manager; gave a presentation on a contract with JAM 520 for transit infrastructure construction services such as bus stop and Park 'n Ride shelter pads and concrete repair. Questions and comments were made about the bid dollar amount and the total contract amount, escalation costs, termination clauses in the contract, and the Disadvantaged Business Enterprise (DBE) goal. After Mr. Knight and Ms. Spellman answered, Mr. Saracki made a motion, seconded by Mr. Shulman, to recommend approval of the contract with JAM 520 Inc. The motion passed unanimously.

Waste Management Inc. Contract Amendment – Mr. Burns and Henry Lukasik, Director of Maintenance, talked about staff's recommendation to increase the contract amount with Waste Management, Inc. for trash removal services at PSTA and on the buses. Questions were asked about where the trash is disposed of and what company

handles the recycling, which Mr. Lukasik answered. Mr. Bennett made a motion, seconded by Mr. Saracki, to recommend approval of a contract amount increase of \$32,500 to Waste Management Inc. for trash and recycling services for an amount not to exceed \$192,500. The motion passed unanimously.

Commission for Transportation Disadvantaged (CTD) Grant Approvals – Debbie Leous, Chief Financial Officer, outlined the grant approvals for the TD funding. Mr. Saracki made a motion, seconded by Mr. Gow, to recommend approval of the grant approvals. The motion passed unanimously.

Claim Settlement – Diane Randall, Director of Risk Management, talked about a claim settlement in the amount of \$42,500. A question was asked about the length of time to settle, which Ms. Randall answered. Mr. Bennett made a motion, seconded by Mr. Saracki, to recommend approval of the claim settlement. The motion passed unanimously.

Reports:

Monthly Financial Statement – The financial statement was included in the packet. Ms. Leous provided highlights from the March 2022 report.

Quarterly Reports – Ms. Leous briefly reviewed the quarterly reports included in the packet.

Ridership/Performance – The report was included in the packet. Reid Powers, Project Planner, talked about proposed changes to the monthly Operating Statistics Report. The Committee made some suggestions as well.

Other Business:

No other business was discussed.

Adjournment:

The meeting was adjourned at 10:30 a.m. The next meeting is scheduled for June 15th at 9:00 a.m.