

PORT AUTHORITY TRANSIT CORPORATION
Minutes
and
Index
Board Meeting
Wednesday, March 16, 2011

Roll Call

Report of General Manager

Monthly List of Payments – Covering the Month of February 2011

Balance Sheet & Equity Statement – Dated January 31, 2011

Unfinished Business

New Business

PATCO-11-004 Consideration of Pending PATCO Contracts (between \$25,000 and \$100,000)

PATCO-11-005 Renewal of PATCO Employee Assistance Program (EAP) Provider

Adjournment

MINUTES of the regular bi-monthly Board Meeting of the PORT AUTHORITY TRANSIT CORPORATION held Wednesday, March 16, 2011 at One Port Center, Camden, New Jersey.

Present

PENNSYLVANIA

Gov. Tom Corbett, Chair
Robert Teplitz (Wagner)
William Sasso, Esq.
Jack Stollsteimer (McCord)
Walter D'Alessio
David Simon, Esq. (via phone)
Joanna Cruz, Esq.
Joann Bell

Officers & Chiefs

J. Matheussen, CEO
R. Brown, General Counsel &
Corporate Secretary
R. Gross, Deputy CEO
J. Hanson, CFO
T. Brown, CAO
T. Pulte, COO
M. Venuto, Chief Engineer

DRPA Staff

V. Bradford, Bridge Director, BFB
F. DiCicco, Administrative Coordinator
J. Egan, Project Manager, Special Projects
S. Gray-Newman, Administrative Coordinator
K. Imperatore, Director Fare Collection
K. Jacobson, Assistant General Counsel
C. Blackshear, webcasting
E. Kasuba, Director of Corporate Comm.
L. Kmiec, Assistant General Counsel
H. Korsen, Manager, Contract Administration
K. LaMarca, Director, IS
M. Lopez, Manager, Government Relations
J. Lotierzo, Sr. Accountant, Finance
C. Maroney, Manager, Special Projects
D. McClintock, Chief Public Safety
S. Milner, Administrative Coordinator
F. O'Brien, Manager, Customer & Comm. Relations
R. Only, Director, Homeland Security and Emergency
Mgmt.
O. Parker, Manager, Financial & Budget Analysis

NEW JERSEY

Jeffrey L. Nash, Vice Chair
E. Frank DiAntonio
Richard Sweeney
Albert F. Frattali
Charles Fentress
Rick Taylor
Tamarisk Jones
Denise Y. Mason (via phone)

Counsel

D. Weinstein, Archer & Greiner, NJ Counsel
A. Kessler, Duane Morris, PA Counsel
S. Kosta, Duane Morris, PA Counsel

Others:

Senator S. Sweeney
M. Tully, NJ Gov. Authorities Unit
K. Bruder, PA Governor's Office
S. Aichele, PA Governor's Office
K. Harley
R. Subbio, Congressman Brady's Office
C. Rhodes
N. Graham
R. Fuller
R. Tirado
C. Hallowell

DRPA Staff (Cont'd.)

J. Quinn, Director of Revenue
W. Shanahan, Director, Government Relations
C. Spicer, Asst General Manager, PATOC
S. Squillace, Purchasing Agent
S. Suder, Manager, Purchasing
H. Trum, Manager, Const. & Maint. - BFB
M. Weikel, Administrative Coordinator
J. White, Director of Finance
D. Whiton, Administrative Coordinator
M. Williams, Graphic Design
R. Williams, Bridge Director, BRB

The Corporate Secretary announced that pursuant to the By Laws of this Authority, public notice of this meeting of the PATCO Board of Directors has been given by posting in the lobby at One Port Center, and issuing proper notice to the public and news media.

Chairman Corbett called the meeting to order and asked that the Corporate Secretary call the roll. The Corporate Secretary then called the roll and announced that there was a quorum. Chairman Corbett presided.

Report of the General Manager – March 16, 2011

The General Manager’s report was submitted as it stands.

Cheryl Spicer, Assistant General Manager, commended the PATCO Equipment Department for their efforts to expedite preparation of the PATCO train cars that will be sent to the Alstom factory in Hornell, New York for renovation. When the Equipment Department tested the first car it took 8 hours to fully prepare the car for transport. The Equipment Department worked hard to increase efficiency and have succeeded in reducing that time to 2 hours per car.

On motion duly made and seconded, the Report of the General Manager was received and approved.

Monthly List of Payments – Covering the Month of February 2011

The Monthly List of Payments was mailed in advance. On motion duly made and seconded, the Monthly List of Payments covering the month of February 2011 was received and filed.

Received and Filed Balance Sheet & Equity Statement Dated January 31, 2011

The Balance Sheet and Equity Statement was mailed in advance. On motion duly made and seconded, the Balance Sheet and Equity Statement dated January 31, 2011 was received and filed.

Unfinished Business

There was no Unfinished Business for the PATCO Board.

New Business

Item 1 – Consideration of Pending PATCO Contracts (between \$25,000 and \$100,000)

Steve Suder informed the Board that there were three contracts to be considered. The contracts are (1) UniFirst Corporation of Croydon, PA for a one year extension of PATCO’s Uniform Rental and Laundry Services for the period July 1, 2011 through June 30, 2012 in the amount of \$71,670.00. The contract was competitively bid and five (5) bids were received. UniFirst agreed to provide their services with no increase in cost for the one year extension period; (2) Railroad Friction Productions (Division of WABTEC) of Laurinburg, NC for the purchase of 2080 brake shoes for maintenance of PATCO transit cars in the amount of \$68,993.00. This contract is a sole source procurement because based on performance testing for stopping characteristics, this brake shoe is the only approved shoe for PATCO’s transit cars. Railroad Friction Products is the only approved manufacturer of these brake shoes; and (3) SunGard Availability Services of Wayne, PA for disaster recovery services for PATCO in the amount of \$99,540.00. This contract has immediate access to

backup computer systems, off-site data center facilities and related services necessary to continue the operation of PATCO. This contract was competitively bid and one proposal was received.

Commissioner Cruz inquired about the contract term of the SunGuard contract. Mr. Suder stated that this would be a five year contract.

On motion duly made and seconded, the following Resolution was unanimously adopted and made the action of the Authority:

PATCO-11-004 Consideration of Pending PATCO Contracts (between \$25,000 and \$100,000)

Item 2 – Renewal of PATCO Employee Assistance Program (EAP) Provider

Toni Brown, Chief Administrative Officer, requested Board authorization to enter into a contract with Cooper Health Systems to provide an Employee Assistance Program for a period of five (5) years for a guaranteed rate of \$2.00 per employee, per month. The Authority’s broker, Willis of New Jersey issued a Request for Proposal and received several responses. After careful analysis of the services offered by each provider, the staff review panel concluded that Cooper Health Systems would be the best provider in an approximate amount of \$21,384.00 annually for a five year contract.

Commissioner Sweeney asked how many times any employee can use these services under the Cooper proposal. Ms. Brown responded that an employee can utilize these services up to five times each year per problem; for instance five times for grief counseling and five times for another problem.

On motion duly made and seconded, the following Resolution was unanimously adopted and made the action of the Authority:

PATCO-11-005 Renewal of PATCO Employee Assistance Program (EAP) Provider

There being no further business, on motion of Chairman Corbett, the meeting was adjourned.

Respectfully submitted,

Richard L. Brown,
Corporate Secretary

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