



ATA FACILITIES & EQUIPMENT COMMITTEE MEETING MINUTES August 30, 2017

A Facilities and Equipment Committee meeting was conducted at 11:00 a.m. on August 30, 2017 at the Authority's Regional Headquarters at 44 Transportation Center, Johnsonburg, PA.

The following members were present:

Harry Whiteman, FAEC Chairman
Kenneth Wingo, FAEC Member
Rhett Kennedy, FAEC Member
Richard Castonguay, FAEC Member
Anthony Viglione, Guest, ATA Board Member

The following were in attendance:

Michael Imbrogno, ATA Chief Executive Officer
Coletta Corioso, ATA Chief Financial Officer
Dessa Chittester, ATA Chief Operations Officer
Debbie Addeo, ATA Administrative Secretary

Harry Whiteman, FAEC Chairman, called the meeting to order. John Todd was not present for the meeting.

Michael stated the purpose of this meeting is to review the proposals seeking the services of an Architectural & Engineering firm for the ATA.

Coletta then gave a rundown of the process used in acquiring the services of an architectural and engineering firm. Two firms expressed interest in the Request for Proposal and were sent the RFP, KTH Architects, and Gannett Fleming Architects. The two proposals were analyzed according to the detail contained in the RFP with both being rated.

Areas that were looked at in the evaluation process were:

**ATA FACILITIES & EQUIPMENT COMMITTEE
MEETING MINUTES – August 30, 2017**

- Professional Qualification
- Project Approach
- Design Team
- Location
- Experience Verification

ATA reviewed and scored the proposals and, KTH Architects, who has been ATA's architectural engineering firm in the past, scored 8.68 out of 10, and Gannett Fleming Architects scored a 7.53.

Michael stated that from a professional point of view Gannett Fleming's team is stellar. He stated that KTH, being a smaller firm better suits our needs in terms of the type of work that we need done, their professionalism and convenience.

Ken Wingo made a motion that the committee recommend to the full Board to continue to retain KTH Architects as ATA's architectural and engineering firm. Richard Castonguay seconded the motion with all in favor.

Coletta reported that she resubmitted the capital application and is waiting for a response; she also received a notice that the operating application is available and ready to execute.

With no further business at 11:48 am Ken Wingo made a motion to adjourn the meeting. Rhett Kennedy seconded the motion with in favor.