



# **Facilities and Equipment Committee Meeting**

**February 6, 2020**

## **AGENDA**

1. FY 2019-2020 CCA – Updated Project Summary
2. Resolution #2-2020 Assurances  
Consolidated Capital Grant Application



# ATA FACILITIES & EQUIPMENT COMMITTEE MEETING MINUTES

February 6, 2020

A Facilities and Equipment Committee meeting was conducted on February 6, 2020 at the Authority's Regional Headquarters at 44 Transportation Center, Johnsonburg, PA.

The following members were present:

Harry Whiteman, Chairperson  
Kenneth Wingo, Facilities & Equipment Committee Member  
Rhett Kennedy, Facilities & Equipment Committee Member  
Richard Castonguay, Facilities & Equipment Committee Member  
Chuck Allen, ATA Board member

The following were in attendance:

Michael Imbrogno   ATA Chief Executive Officer  
Dessa Chittester   ATA Chief Operations Officer  
Valerie King,       ATA HR Manager  
Debbie Addeo       ATA Administrative Secretary

ATA FAEC Chairperson, Harry Whiteman called the meeting to order at 11:12 a.m.

## **FY 2019-2020 CCA –Updated Project Summary**

Copies of the Updated Project Summary were handed out to those present. (***copy attached***).

Dessa stated that in the spring we usually present the projects that we anticipate to be included in the capital grant application to the Board, and then pass a resolution for the dollar amount. PennDOT has included more projects than what we had anticipated in our capital application.

Dessa walked through each of the projects and addressed what changes were made:

**P25 Radio System**-adjust for updated pricing and public fleet.

# ATA FACILITIES & EQUIPMENT COMMITTEE MEETING MINUTES

February 6, 2020

**P25 Base Station Hardware**- This is a necessary transaction that needs to occur for ATA to go on to the upgraded P25 system. PennDOT has agreed to fund this with state money.

**Staff Cars**-On the capital planning tool we had listed we have three non-revenue vehicles in poor condition. PennDOT funded this project.

**Administration, Main. Ops, PC Replacements** – With the FRITS project coming up there is software that requires certain capacity on PC's.

**Server Expansion for TSI Video-FRITS** –PennDOT agreed to install audio camera systems in six (6) of our fixed route buses in Bradford.

**ERP Software**- PennDOT opted to fund the entire ERP system for ATA.

**Vehicle Replacements-13 Paratransit 2-30' HD Project** -adjusted to reflect removal of 1 Sprinter and addition of 2-30' to replace 2-2005-35' vehicles.

**Vehicle Replacement** -1 Sprinter-project adjusted to enable ATA to procure 1 Sprinter vehicle.

**Gillig Repair Phase 3**-The amount has been reduced at ATA's request, due to higher than expected number of vehicles completed in Phase 2. We are down to our last 4 vehicles.

## Resolution

The proposed resolution: *(copy attached)*

### **Resolution #2-2020 –Assurances Consolidated Capital Grant Application (CCA) Board Resolution to File Application and to Certify Local Match**

The Area Transportation Authority of North Central Pennsylvania resolves and certifies that it has authorized the filing of a Consolidated Capital Grant Application for the Fiscal Year 2019-2020 in an amount of up to **\$6,077,846 (six million seventy-seven thousand eight hundred forty-six dollars)** for a Radio Upgrade project, ADP Hardware, Vehicle Repair and Replacements, Non-Revenue Vehicle Replacements and an Enterprise Resource Planning/Enterprise Asset Management System.

It is acknowledged that Section 1514 state discretionary trust funds and Section 1516 CTC funds are requested to help pay for projected capital costs, excluding asset maintenance, and that these funds will only be used for this purpose since these funds are ineligible to be used for operating costs. Any of these funds not used this Fiscal Year will be used only for capital assistance in a subsequent year.

## ATA FACILITIES & EQUIPMENT COMMITTEE MEETING MINUTES

February 6, 2020

Further, the Area Transportation Authority of North Central Pennsylvania resolves and certifies that in Fiscal Year 2019-2020 that local private cash matching funds of no more than **\$42,674 (forty-two thousand six hundred seventy four dollars)** shall be provided in cash to match the requested amount of state Section 1514 discretionary funds.

At this time, Ken Wingo stated that we move the resolution as presented with the attached documentation for approval by the full Board, with a unanimous recommendation from the Facilities and Equipment committee to approve this Resolution #2-2020.

Richard Castonguay seconded the motion, with all committee members in favor.

At 11:39 a.m., with no further business a motion to adjourn the meeting was made by Richard Castonguay. Rhett Kennedy seconded the motion, with all committee members in favor.