



FACILITIES AND EQUIPMENT COMMITTEE MEETING

August 5, 2020

AGENDA

1. Presentation of proposed capital projects for FY 2020/2021
2. Project Updates



ATA FACILITIES & EQUIPMENT COMMITTEE MEETING MINUTES

August 5, 2020

A Facilities and Equipment Committee meeting was conducted on Wednesday, August 5, 2020, via teleconference at the Authority's Regional Transit Facility, 44 Transportation Center, Johnsonburg, Pennsylvania.

The following committee members participated via teleconference:

Harry Whiteman, Chairperson
Kenneth Wingo, Facilities & Equipment Committee Member
Rhett Kennedy, Facilities & Equipment Committee Member
Richard Castonguay, Facilities & Equipment Committee Member

The following were in attendance:

Michael Imbrogno ATA Chief Executive Officer
Dessa Chittester ATA Chief Operations Officer
Robert Sekelsky ATA Controller
Jeremy Dorsey ATA Director IS&T
Debbie Addeo ATA Administrative Secretary

ATA FAEC Chairperson, Harry Whiteman called the meeting to order at 10:00 a.m. Debbie Addeo then read roll call. Chairperson, Harry Whiteman turned the meeting over to Michael Imbrogno.

Proposed Capital Projects FY 2020/2021

Michael stated that the department directors have prepared a list of proposed capital projects for FY 2020-2021. Michael stated that Bob, Dessa, and Jeremy will review the list of the capital projects selected with the Committee members.

(Copy of the Proposed Capital Projects FY20-21 were emailed/mailed out to the committee members prior to the meeting) (copy attached)

Bob stated that the committee members had in front of them a listing of the Proposed Capital Projects for FY 20-21. He indicated these projects have been entered and submitted to PennDOT on the Capital Planning Tool. Bob said once we get through the review and each member is satisfied with what we are proposing, we will ask for a recommendation from the committee to the full Board for a resolution.

Discussion

Projects included in the CCA are

1. Replace 6 Paratransit vehicles
2. Storage – Ken suggested that the wording in the Description/Comments be changed to- Area will now be used for storage of larger items currently stored in service bay area.
3. Concrete Replacement
4. Freon Reclaiming Machine
5. Lift Truck (2 each) – Harry indicated that a fork-lift is better than a walk behind. He stated they had walk behinds in his industry business and stated they were not the greatest.
6. Shop Truck
7. Phone System
8. Core Network
9. Document Management
10. Wi-Fi
11. Android Tablets (30 each)

At this time, Ken Wingo made a motion that the committee approve and recommend to the whole Board the list of projects as presented with discussion and modifications.

Richard Castonguay seconded the motion. Each committee member was given an opportunity to cast their vote vocally. All Committee members were in favor.

Dessa noted she had a recommendation from PennDOT that we put in front of the Board a resolution for the total list of capital projects, and the ceiling of the amount for local match, so that ATA does not run into any problems if by some chance they would forward the execution of the capital application prior to our November meeting. We are going to propose - stating all these projects were approved by the Board, and also approved by PennDOT for a total dollar amount to be presented to the Board, and also a local match amount that would not too exceed the highest level of local match. Bob stated the dollar amounts would need to be formally approved and recommended. The total dollar amount related to the project listing would be \$1,285,800 and the local match amount not to exceed would be \$42,820.

At this time, Ken Wingo recommended that the committee approve the recommendation for local match as presented. Bid letting

Richard Castonguay seconded the motion. Each committee member was given an opportunity to cast their vote vocally. All Committee members were in favor.

Project Updates

DuBois Project

Michael reviewed a work order sent to him by PennDOT, whereby they would sign a contract with JMT, the company that presented to ATA's Board last fall regarding the DuBois project. The work order would allow JMT to move into 30% design. They negotiated that with JMT, Michael reviewed it, and it aligns with what was discussed at the meeting in the fall. The work order is proceeding through the State Attorney's office for final signatures. Michael stated this should be executed any day, and at that point in time JMT will begin their 30% design for the DuBois facility, with this moving ahead in the spring.

Bradford Project

Dessa stated we are still working through the legalities. She said we have two DCED grants for the preliminary work for our Bradford project. The first one was for us to use it for preliminary engineering, and the second one was the borough of Johnsonburg acting as the applicant for ATA so we could take advantage of the municipal local match waiver, and that would be for property acquisition. We ran into a snag with DCED and the borough of Johnsonburg being the actual applicant, because they were looking for the applicant to actually acquire the property. The problem with that is that the borough of Johnsonburg is not in the position to acquire property in the city of Bradford for our project. After several conversations with DCED and Senator Scarnati, and our legislative affairs consultant, we came to another option and that would be to have the city of Bradford be the grantee for the DCED grant to acquire the property. We are currently in the process of having the city consider being assigned the grantee position.

Two actions will be required by the city councils' at their next meeting - one being Johnsonburg passing a resolution to remove themselves as the current grantee for this DCED grant, and Bradford passing a resolution to say they would become the grantee. We are looking at both councils to pass the resolutions.

At 10:55 a.m., with no further business a motion to adjourn the meeting was made by Kenneth Wingo.

Rhett Kennedy seconded the motion. Each committee member was given an opportunity to cast their vote vocally. All Committee members were in favor.