



# **FACILITIES & EQUIPMENT COMMITTEE MEETING MINUTES April 6, 2016**

A Facilities and Equipment Committee Meeting was conducted at 10:35 a.m. on April 6, 2016 at the Area Transportation Authority in Johnsonburg, PA.

Attendees at the meeting were:

Harry Whiteman, Chairman, Facilities & Equipment Committee  
Ken Wingo, Facilities & Equipment Committee Member  
John Todd, Facilities & Equipment Committee Member

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

ATA Facilities & Equipment Chairman, Harry Whiteman called the meeting to order and then asked Coletta Corioso to give a presentation of the agenda items to the Committee.

## **Update on Vehicle Purchases**

Coletta gave an update on the Vehicle Purchases that have been authorized.

- One (1) MATP BOC
- Nine (9) Public BOC's
- Three (3) 30' Gillig's

All three purchase orders have been cut and ATA is anticipating delivery. The MATP vehicle delivery is expected in April 2016, nine BOC's expected delivery is July 2016, and the three Gilligs delivery is projected in August, 2017.

### **Gillig Refurbishment /Repair Procurement**

Coletta gave an update on the procurement for the Gillig refurbishing/repair project. Three proposals were received and one was determined to be non-responsive. The two proposals that were reviewed were CoachCrafters, Inc of Tavares, Florida, and MTB Transit Solutions from Milton, Ontario, Canada.

After completing a technical review by three ATA staff members, the committee scored the proposals. When the scoring was completed the price proposals were opened.

A recommendation by the staff that MTB be awarded the project contingent on PennDOT approval of grant funds and that ATA pursue a Buy America price differential waiver with FTA.

### **Transportation Improvement Plan**

Coletta reported that North Central Regional Planning is the RPO (Regional Planning Organization) responsible for developing a Transportation Improvement Plan for the region.

Coletta gave a review of ATA's list of capital projects (attached for your review) that will be included in the 2017-2020 Transportation Improvement Plan (TIP). There were only a few projects that were added to the TIP while others were brought forward. Any project that is not on the list can be easily added at any time to the TIP project.

The staff recommends the adoption of the submission of the TIP as the list of approved projects for the period from FY 2017-2020.

### **Consolidated Capital Applications**

- **CCA FY 2016 Application**

Coletta reported that ATA recently was notified by PennDOT of approval of a list of projects (attached for your review) that were submitted for federal funding for 2016, which total \$2,986,400. The local match amount of \$19,263 is that which may be required in a separate local match resolution depending on the source of funds to be applied to projects. If PennDOT applies PTAF or Act 3 funds, the local match resolutions have already been adopted to be applied toward projects.

- **CCA FY 2017 Application**

Coletta indicated that she prioritized the projects (attached for your review) that were to be included in the Consolidated Capital Grant Application for 2017 which totals \$8,285,300. The local match resolution amount of \$53,441 is to obtain state bond funds. These would be the anticipated maximum local match needed for the list of projects. If PTAF or Act 3 funds are applied, the local match resolutions have already been adopted.

Coletta stated that the staff recommends approval of the list of projects (attached for your review) in the CCA for FY 2017. The priorities for projects will be transmitted with the grant so that PennDOT will see which projects have the greatest priority for funding.

Coletta recommended that resolutions be adopted to provide for the anticipated local match that includes up to \$19,263 for FY 2016 projects; and up to \$53,441 for the FY 2017 projects.

Ken Wingo made a motion that the committee recommend to the full Board the adoption of the local match resolutions for FY 2016 and FY 2017 projects. John Todd seconded the motion, with all members in favor.

- **MATP Vehicles**

Coletta reported that there are twelve MATP vehicles whose physical condition have been rated as “bad”, and these vehicles have been determined to have exceeded their useful life and have substantial operational and repair problems.

While there are twelve vehicles, Coletta is recommending that four sprinters and four dodge vans be procured immediately. There has been a reduction in the MATP demand for services that depends on the availability of the MATP fleet as a result of the cost containment plan and it is felt that replacement of these eight will be sufficient for this time.

Ken Wingo made a motion to finance the MATP vehicle project as presented. John Todd seconded the motion, with all members in favor.

With no further business Ken Wingo made a motion to adjourn the meeting, John Todd seconded the motion, with all members in favor.

The meeting was adjourned at 11:45 a.m.