

UPPER MERION TRANSPORTATION AUTHORITY
December 13, 2017

The members of the Upper Merion Transportation Authority met for their regular meeting on Wednesday, December 13, 2017 in the Township Building, 175 West Valley Forge Road, King of Prussia, PA. The meeting was called to order at 7:10 p.m. and commenced with the pledge of allegiance.

ATTENDANCE

Tom Kohler, Chairman
Lou Zotti, Vice-Chairman
Carlton Stuart, Secretary
David G. Kraynik, Executive Secretary
Greg Philips, Supervisor Liaison
Edward J. O'Brien, Director of Public Works
Jack Smyth, Jr., P.E., Consulting Engineers, Boles Smyth Associates, Inc., (BSA)
Noah Marlier, Rudolph Clarke, LLC
Nicholas Hiriak, Director of Finance
Rita Ann Pfeiffer, Recording Secretary and Staff Liaison to Transportation Authority

ABSENT

Marvin Meneeley, Treasurer
Ian Kingsley, Assistant Secretary/Treasurer.

CHAIRMAN'S COMMENTS:

Chairman Kohler indicated an Executive Session was held prior to this meeting to discuss potential litigation.

MEETING MINUTES APPROVAL:

It was moved by Mr. Zotti, seconded by Mr. Stuart, all voting "Aye" to approve the meeting minutes of November 8, 2017 as submitted. None opposed. Motion approved 3-0.

NEW BUSINESS

Construction Inspection Selection Process for Agreement Number L00286 16396 – East Church Road Bridge Project

Mr. Smyth discussed the Construction Inspection Selection Criteria for the East Church Road Bridge Construction Inspection. Seven Statements of Interest were received for the Construction Inspection Services which was advertised in PennDOT's ECMS system. He indicated the emphasis for this meeting is to provide an overview of what was received, a briefing on the selection criteria for the 7 firms which lists the four criteria and weights assigned to each and the actual posting.

In general, the Request for Qualifications advertisement through ECMS requested services for three inspectors – a supervisor, an inspector and an assistant. Of most interest is the inspector who is dealing on a day-to-day basis with the selected contractor. Seven (7) Statements of Interest were received from A. Morton Thomas and Associates, Inc.; KS Engineers, Inc.; McTish, Kunkel and

Associates; Michael Baker International, Inc.; Pennoni; Remington & Vernick Engineers, and Traffic Planning and Design, Inc.

The first selection criterion (40%) is to evaluate the submitted inspector's experience on related projects. Mr. Smyth pointed out there is a Supervisor (TCIS designation) and an Inspector (TCI). The TCI is the day-to-day person inspecting in the field and dealing the most with the selected contractor. Each Statement of Interest (SOI) includes the resume for the TCI which is being proposed for the project. The focus for this selection criterion should be on this person.

Mr. Zotti commented since a person is identified in the Statement of Interest the contractor will have to follow through with that individual unless they provide good reason; the Authority will have the chance to accept or deny that person. Mr. Smyth indicated that was correct.

The second criterion (30%) is the firm's overall construction experience on related projects, project concept and approach. This is important because the TCI needs to have a good foundation at his firm for resources and if the TCI were to need help or a new TCI were needed, then what type of support system is available.

The third criterion (15%) is Quality Assurance/Quality Control to determine their QA/QC procedures. It was noted most firms place a strong emphasis on QA/QC plans. Therefore, review the Statement of Interest itself to gain an understanding of the QA/QC the firm applied to it and review for specific examples of QA/QC done on past projects referenced in the Statement of Interest.

The fourth criterion (15%) is how they will keep project on time and on budget. Mr. Smyth recommended focusing on the TCI and how much bridge work experience and SEPTA bridge experience they have and/or the firm has since some are more roadway oriented. He pointed out the inspector is going to have a lot of say over what is eligible for change orders and things of that nature.

At the next meeting, each Authority member is asked to have completed the review and filled out the Selection Criteria spreadsheet which was provided to them. During the next meeting, the Authority members will agree on a cumulative spreadsheet for ranking the firms. The Authority members will be looking for the top three contractors in order (3-2-1). It is not necessary to rank the bottom 4-7. The first three ranked firms will require published reasons for selection. This will be discussed and recorded at the January meeting. There will also be unpublished reasons for selection which will be discussed and submitted with the selection.

Mr. Kohler asked for clarification if the top three firms for Construction Inspection are provided to PennDOT or if the Authority would select. Mr. Smyth responded the Authority would select the contractor. It was pointed out cost is not a factor in the selection as this is strictly a qualifications-based selection process. PennDOT has maximum hourly rates for each of these classifications so each firm's price will be close.

Mr. Smyth recommended that he send a letter on Transportation Authority letterhead to the seven contractors indicating their Statement of Interest has been received and will be discussed at the January meeting. Mr. Kohler asked that Mr. Marlier review the letter prior to release.

Mr. Kohler stated the Authority members will review the construction inspection packet over the holidays and be prepared at the January meeting for a consensus to make a decision. Mr. Kohler

asked if it would be necessary to have a formal motion and vote on the matter or if a consensus vote would suffice. Mr. Marlier advised having an official vote to memorialize the decision.

Mr. Kohler asked if a second letter is necessary after the meeting notifying the firms of the action taken. Mr. Smyth responded ECMS will post the results and a letter would not be necessary. Everything will be through ECMS because it will give published reasons as to the selection. Mr. Kraynik reminded Authority members that the reorganization of the Transportation Authority will also occur at the January meeting.

EXECUTIVE SECRETARY'S REPORT

Development Plan Updates

Ferro Corp. – ESL Electro Science Development Plan, 416 E. Church Road. – Construct a 17,504 SF addition, 27 additional parking spaces, stormwater improvements. Board of Supervisors approved at the December 7th business meeting and will result in a transportation assessment fee of approximately \$46,000 to the Authority.

There are two plans originally anticipated for approval in December that required more engineering work: (1) the Schultz plan on Flint Hill Road and (2) the storage facility on Allendale Road which will provide significant traffic assessment fees. The Board of Supervisors will consider both plans in January or February 2018.

Mr. Kohler inquired about assessment fees associated with an amendment of a previously approved plan for the Sheraton Hotel. Mr. Kraynik responded he would check with the Township Planner.

ENGINEER'S REPORT

Multi-Use Trail Bridge over the Schuylkill River

The title company for the National Park Service is underway with an anticipated date for PennDOT abandonment to the Townships on February 9, 2018. The Townships would be able to file the letter/report of the vacation and copy of the ordinance between February 12 thru 16, 2018. The proposed date for the Township donation to the NPS would be recommended for February 23, 2018. BSA will follow up with all parties over the next week to ensure that the proposed dates are appropriate.

Mr. Kohler asked if the letter and ordinance filing would be done by the Board of Supervisors or the Authority. Mr. Smyth responded it would be filed by the Board of Supervisors.

Relocated North Gulph Road

BSA met with the new Superintendent at Valley Forge National Historical Park to brief him on the project. BSA held a project kickoff meeting with the National Park Service and PennDOT District 6 units to present the status and strategy for completing the CEE, Categorical Exclusion Reevaluation and Safety Review Submission for the project. The anticipated schedule for both submissions into PennDOT will be through the course of spring and into final design by summer 2018. Meetings were also held with regard to the 200 feet repair of cobblestone roadway along Gulph Road in front of the Memorial Arch within Valley Forge National Historical Park.

Station Lane Connector Driveway

BSA is following through with activities from last month to work with the National Park Service (NPS) to develop options for the contractor (JD Eckman) for the adjacent SR 422 project to potentially construct the driveway as part of a separate negotiation between the NPS and contractor.

Church Road Bridge over SEPTA Route 100 Line

BSA prepared a revised construction schedule, which was submitted to SEPTA with the approved structure plans in order to secure agreements with SEPTA for associated construction issues as well as the temporary construction easement for part of the right-of-way process for the SEPTA tracks. Meeting is being set up for January to keep this moving forward.

The NPDES permit was submitted to Montgomery County Conservation District (MCCD) and the General Permit was submitted to PADEP for the culvert. The General Permit submission prompted a response from PADEP requesting a meeting which was held November 21st. PADEP indicated that although a GP-11 was previously submitted, an Individual Permit would be required for this project. It was noted the previously submitted H&H (Hydraulic and Hydrologic) report did not require revision and this project will be given a Small Project designation. BSA is repackaging the general permit which included many of the individual permit requirements. BSA anticipates the permit will be back within the next two weeks.

The MCCD was also at the meeting and indicated the NPDES permit will not be required if the project's Limit of Disturbance outside the 100 Year Floodplain is less than one acre. Instead an Erosion & Sediment Pollution Control Plan review is required. As a result, BSA began working to reduce the limit of disturbance from 1.2 acres to below 1.0 acre beyond the 100 Year Floodplain in an effort to eliminate NPDES permit requirements. After redesign, BSA reduced acres to .99. This is going into the final QA/QC today with resubmittal back to MCCD in the next few weeks.

BSA submitted the Final Structure Plans, Special Provisions and Calculations for the prefabricated Contech concrete culvert over Frog Run to Gannett Fleming for review. PennDOT provided comments on November 30th and BSA is currently responding to the comments.

BSA updated the full Plans, Specifications & Estimates (PS&E) package into PennDOT's Design Manual 3 plan review which is a formal milestone on the ECMS project development checklist.

Prince Frederick Extension

Continued coordination with Montgomery County for Chester Valley Trail Extension project.

Trout Creek Bridge

BSA submitted the draft Type, Size and Location (TS&L) and the Hydraulic & Hydrologic (H&H) analysis to PennDOT for informal review and comment with the request to identify any "red flags" associated with this design. As previously noted, there is a 0.01 to 0.02 foot increase in the 100 Year Floodplain with the proposed condition. The draft TS&L was assigned to a PennDOT Structure Unit representative. The informal review is to determine the impact of this result on the project development and bridge design before submitting the more expansive formal documentation.

Potential New PA Turnpike Interchange at Henderson Road

A meeting is scheduled with Matt Edmond, Montgomery County Planning Commission with Dave Kraynik, Jack Smyth and Tom Kohler for January 11th to discuss the county's position on the interchange, the status of the overall program, coordination efforts with DVRPC, and the latest information from the Turnpike.

SOLICITOR'S REPORT - no report

FINANCIAL REPORT FOR NOVEMBER 2017

Mr. Nick Hiriak, Finance Director, reviewed the report for the month of November and proposed 2018 budget. It was noted substantial payments of \$78,000 in fees were paid for 933 First Avenue. A discussion followed during which Mr. Hiriak responded to questions from Authority members.

Authority Action:

It was moved by Mr. Stuart, seconded by Mr. Zotti, all voting "Aye" to approve the Transportation Authority 2018 budget. None opposed. Motion approved 3-0.

REQUISITIONS – NOVEMBER2017

Boles, Smyth Assoc., Inc.	\$ 9,873.23	Station Lane Connector Driveway Conceptual Design for the NPS for work performed 8-1-17 thru 10-31-17 INVOICE #1
Boles, Smyth Assoc., Inc.	\$ 6,968.04	Trout Creek Bridge Replacement Project for work performed for the Period 10-1-17 thru 10-31-17 INVOICE #20
Boles, Smyth Assoc., Inc.	\$ 2,053.22	Construction Phase Services for Multi- Use Trail Bridge over Schuylkill River project for work performed 10-1-17 thru 10-31-17 INVOICE #44
Boles, Smyth Assoc., Inc.	\$ 1,101.15	East Church Road Bridge Replacement over SEPTA for work performed 10-1-17 thru 10-31-17 INVOICE#45
Boles, Smyth Assoc., Inc.	\$ 3,626.22	Relocation of North Gulph Road (SR 3039) for work performed 10-1-17 thru 10-31-17 INVOICE #47
Boles, Smyth Assoc.	\$ 20,273.00	Prince Frederick Ext. Planning Study for work March thru October, 2017 INVOICE #1
Rudolph Clarke, LLC Suite 200 Seven Neshaminy Interplex Trevose, PA19053	\$ 513.00	Professional Services General Representation 10-3-17 to 10-30-17 INVOICE #64549

TOTAL:		\$44,407.86	

Authority Action:

It was moved by Mr. Kohler, seconded by Mr. Zotti, all voting "Aye" to approve the December 2017 requisitions in the amount of \$44,407.86. None opposed. Motion approved 3-0.

ADJOURNMENT

There being no further business to come before the Authority, the meeting adjourned at 7:40p.m.

DAVID G. KRAYNIK
EXECUTIVE SECRETARY

THOMAS KOHLER
CHAIRMAN

Minutes Approved:
Minutes Entered: