

PENNSYLVANIA TURNPIKE COMMISSION

HIGHSPIRE, PENNSYLVANIA

FORMAL TELEPHONE MEETING

OCTOBER 7, 2014

10:00 AM

AGENDA

- A. Roll Call**
 - Sunshine Announcement**
 - Public Participation**

- B. Minutes-September 16, 2014**

- C. Communications-**
 - Memo received from the Chief Counsel**
 - Memo received from the Director of ETC Operations**

- D. Personnel**

- E. Unfinished Business**

F. New BUSINESS

1. Approve a new Policy Letter, revisions to existing Policy Letters and elimination of a Policy Letter as listed in memos “a” through “f”:
 - a. Revisions to Policy Letter 5.3, Facility Security Policy, to rename the policy “Access Control Policy” and to update the policy to reflect operational and procedural changes;
 - b. Revisions to Policy Letter 6.3, Procedure for Issuance of Pennsylvania Turnpike Keys, to rename the policy “Procedure for Management of Pennsylvania Turnpike Keys” and to update the policy to reflect operational and procedural changes;
 - c. Elimination of Policy Letter 7.2, Non-Revenue Cards for Individuals Who Are Not Turnpike Employees; creation of Policy Letter 7.13, “Non-Revenue Cards for Individuals Who are Not Turnpike Employees”, to reflect operational and procedural changes of Policy Letter 7.2;
 - d. New Policy Letter 7.14, “Non-Revenue Cards for Employees”, to govern the issuance, usage and procedures of Non-Revenue Cards for employees of the Commission;
 - e. **REMOVED FROM THE AGENDA.** Policy Letter 8.1, Acceptable Use of Commission Technology Resources, to bring it up to date with changes in technology and to align with the approach taken by the Commonwealth;
 - f. **REMOVED FROM THE AGENDA.** Policy Letter 8.7, Mobile Device, to enhance security and data loss prevention; to facilitate the introduction of more mobile business applications; to streamline billing and bill reconciliations; to allow BYOD (Bring Your Own Device); and to provide reimbursements to some employees who use their own devices.

2. Approve the negotiation and execution of the Agreements, Amendments and a Work Order for the items listed in memos “a” through “g”:
 - a. Reimbursement Agreement with PECO Energy Co. to reimburse PECO the costs to perform the required engineering and facility relocation work necessary for the I-95 Interchange project (Bridge DB-239 at MP 355.08), at a not-to-exceed amount of \$156,925.00;
 - b. Amendment to our agreement with Hartford for short term disability, to extend our agreement for six months (December 1, 2014 – May 30, 2015); at an approximate cost of \$256,000.00;
 - c. Agreement with the Pennsylvania State University and The Thomas D. Larson Pennsylvania Transportation Institute to produce three or more training videos to be

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- used to train and educate maintenance employees for operations, safety and preventative maintenance of equipment, at a not-to-exceed amount of \$30,000.00;
- d. Amendment to our agreement with Castle Branch, Inc. for pre-employment screening services, exercising our option to renew the agreement for an additional year (thru January 31, 2016), at a cost of \$10,000.00;
 - e. Amendments to our agreements with two (2) Trustee Banks for an additional year; and authorization to advertise for the third Trustee Service:
 - Exercising our option to renew our Trustee Services agreement with US Bank N.A. for the Senior Bonds, at an approximate cost of \$100,000.00;
 - Exercising our option to renew our Trustee Services agreement with Wells Fargo Bank N.A. for the Subordinate Bonds, at an approximate cost of \$45,000.00;
 - Advertise for Trustee Services for the Oil Franchise Bonds, Special Obligation Bonds and the Motor Vehicle Registration Fee Bonds;
 - f. Reimbursement Agreement with PPL Electric Utilities Corporation to reimburse PPL the cost for the facility relocation work necessary for the replacement of Bridge EB-207 at MP 242.29; at a not-to-exceed amount of \$74,531.71;
 - g. Work Order #30 with TransCore to replace 400 existing Vehicle Classification Devices (VCD) and Lane Controllers (LC) with one self-contained unit (Lane Processing Unit); at a not-to-exceed amount of \$8,051,478.00.
3. Approve the Right-of-Way Requests for the items listed in memos “a” and “b”:
- a. Acquisition of Right-of-Way #14072-A1 (**John T. & Gretchen M. Bennett**), a partial take parcel necessary for the total reconstruction project from MP 40.00 to MP 48.00, by authorizing payment of fair market value, pro-rated taxes and Section 710 fees of \$14,541.50 to John T. and Gretchen M. Bennett; authorize the appropriate Commission officials to execute the agreement of sale and other documents that may be required for closing; authorize the payment of additional statutory damages as calculated by the Right-of-Way Administration and approved by the Chief Counsel; and payment of fair market value to the property owners is contingent upon the delivery of a deed as prepared by the Legal Department;
 - b. Acquisition of Right-of-Way #5117-RA (**Leon H. & Dorothy A. Lichty**), a total take parcel necessary for the total reconstruction project from MP 298.00 to MP 302.00, by authorizing payment of fair market value, pro-rated taxes, replacement housing supplement and closing costs of \$230,616.28 to **Diversified Settlement Services, Inc.**, escrow agent; authorize the appropriate Commission officials to execute the agreement of sale and other documents that may be required for closing; authorize the payment of additional statutory damages as calculated by the Right-of-Way Administration and approved by the Chief Counsel; and payment of fair market value

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to the property owners is contingent upon the delivery of a deed as prepared by the Legal Department.

4. Approve advertising for the items listed in memos “a” and “b”:

- a. Two (2) open-end contracts for traffic engineering services systemwide;
- b. Contract #T-129.00T001-3-06 for the New Baltimore slope remediation from MP 127.23 to MP 129.37.

5. Approve the Award of Bids, Change Orders and the Issuance of Purchase Orders for the items listed in memos “a” through “e”:

- a. Rental of a pothole patcher with Patch Management, Inc., exercising the option to renew the agreement for an additional year (January 1, 2015 – December 31, 2015); at \$100,000.00;
- b. AET vehicle classification hardware and IDRIS software, to 3M Company; at a total award of \$179,416.00;
- c. Accuweather license fee with DELL Marketing, LP, exercising the option to renew the agreement for an additional year (October 1, 2014 – September 30, 2015); at \$59,000.00;
- d. Change Orders for diesel motor fuel and heating/emergency generator fuel (January 1, 2013 – December 31, 2014), due to the high usage during the severe winter;

	Change Order
Mansfield Oil Co.	\$275,000.00
Glassmere Fuel Service	<u>50,000.00</u>
TOTAL CHANGE ORDERS:	\$325,000.00

- e. Tree clearing from MP 312.00 to MP 319.00, to the lowest responsive and responsible bidder, Independence Constructors Corp.; at a total award of \$674,488.50.

6. Approve the Award of Contracts for the items listed in memos “a” through “c”:

- a. Contract #EN-00124-03-04 for sinkhole repairs between MP 199.26 and MP 312.03 to the lowest responsive and responsible bidder, Bi State Construction Co., Inc.; at a not-to-exceed amount of \$500,000.00;
- b. Contract #T-355.00P002-3-02 for the replacement of Bridge DB-239 (S-34063) at MP 355.08, to the lowest responsive and responsible bidder, Neshaminy Constructors, Inc.; at a not-to-exceed amount of \$5,587,973.43 and a contingency of \$250,000.00;

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- c. **Contract #EN-00124-03-05 for sinkhole repairs between MP 312.03 and MP 358.11 and between MP A20.00 and MP A70.07, to the lowest responsive and responsible bidder, New Enterprise Stone & Lime Co., Inc.; at a not-to-exceed amount of \$1,000,000.00.**
- 7. REMOVED FROM THE AGENDA.** Authorize the establishment of pools and approve amending pools for the items listed in memos “a” through “c”:
- a. Establishment of pools from which underwriting services will be selected to provide professional and other specialized services; and approval to include the selected qualified firms in the various pools:
 - Senior Book-running Manager
 - Co-manager
 - b. Amend the pool of qualified real estate appraisers for real estate appraisal services to include Ferlic Appraisal Service to the qualified pool;
 - c. Amend the pool of qualified real estate appraisers for machinery and equipment appraisal services to include Keystone Acquisition Services Corporation to the qualified pool.
- 8. Approve the Change Orders and Final Payments for the items listed in memos “a” through “c”:**
- a. **Change Order #4 and Final Payment for Contract #T-109.91R001-3-02 with New Enterprise Stone and Lime Company, Inc. for construction of Somerset Interchange Five Points Intersection at MP 109.91, for an additional \$2,272.00 to balance contract items to actual work completed and the removal of pavement markings at MP 103.47 for safety reasons; for a final contract value of \$4,680,093.82 and final amount due to the contractor of \$49,050.22;**
 - b. **Change Order #1 and Final Payment for Contract #EN-00118-03-07 with Road-Con, Inc. for roadway and miscellaneous repairs between MP 298.33 and MP 358.11, for a decrease of \$807,002.12 to balance contract items to actual work completed, a 34-day time extension due to increased quantities and coordination issues with adjacent projects; for a final contract value of \$2,192,997.88 and final amount due to the contractor of \$43,859.96;**
 - c. **Change Order #1 for Contract T-187.00R002-3-02 with Swank Construction Company, LLC for drainage and sinkhole repairs at MP 187.30, for a decrease of \$124,201.75 for value engineering proposal that includes the elimination of the impervious rock lined channel and replacement of the rock lined channel with the installation of thermoplastic pipe and inlets to convey the storm water throughout the area; for a revised not-to-exceed amount of \$520,962.00.**

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9. Approve the award of services and authorize the negotiation and execution of an agreement with the selected firm for the items listed in memos “a” through “f”:
 - a. RFP #4733; Emergency spill and response provider from MP A57.40 to MP A130.60;
 1. Rapid Response, Inc. / Environmental Waste Minimization, Inc.-AWARDED
 - b. Ref #1-166; Open-end material inspection and lab testing services-West;
 1. Quality Engineering Solutions, Inc.-AWARDED
 - c. **REMOVED FROM THE AGENDA.** Ref #3-265; Open-end mechanical, electrical and plumbing (MEP) services, systemwide;
 - d. Ref #5-096; Total reconstruction project from MP A53.00 to MP A57.00;
 1. Gannett Fleming, Inc.–AWARDED
 2. Century Engineering, Inc.
 3. Alfred Benesch & Company
 - e. Ref #5-095; Total reconstruction project from MP A48.00 to MP A53.00;
 1. Jacobs Engineering Group, Inc.–AWARDED
 2. Stantec Consulting Services, Inc.
 3. HDR Engineering, Inc.
 - f. Ref #5-085; Total reconstruction project from MP A44.00 to MP A48.00;
 1. Traffic Planning and Design, Inc.–AWARDED
 2. Century Engineering, Inc.
 3. Jacobs Engineering Group, Inc.