

PUBLIC WORKS & ENVIRONMENTAL COMMITTEE MEETING

Tuesday, August 1, 2023, 10:00 a.m.

Town Hall or via Zoom

DIAL: +1 646 558 8656 US & INCLUDE THE MEETING ID: 456-920-3798 & PRESS #.

JOIN ONLINE AT: <https://us02web.zoom.us/j/4569203798>.

Committee responsibilities: Buildings/Grounds/Maintenance, Town Park, Recreation, Parking Lots, Infrastructure, Streets & Street Lighting, Storm/Sanitary Sewer, Recycling Operations, Safety Program, Compost Site and Bloomsburg Municipal Airport.

Committee Members: James Garman (Chair), James Huber and Nick McGaw.

Citizens to be heard:

Business:

1. Approval of the Public Works & Environmental Committee minutes from the 7/11/2023 meeting.
 - a. Note: Department reports will be presented at the Council meeting on 8/14/2023 due to timing.
2. Approval of Katya Newcomer job shadowing the Airport Coordinator until the August 2023 start of school.
3. Discussion of renaming a street/ avenue in Town.
4. Discussion of Recycling operations- Charles Fritz.
 - a. Compost site- gate system instead of personnel.
 - b. County partnership.
5. Update on the pool grant:
 - a. Approval to accept the Degenstein Foundation Grant in the amount of \$50,000 to be used for pool assets. Thanks to Ron Pratt.
 - i. Discussion of new projects: pavilions, lounge chairs, lane line dividers, and any other ideas.
6. RFQ updates:
 - a. SNARL- PennDOT Traffic Signal Technologies Grant- interconnect all lights- M60 Siemens Controller.
 - i. Bid opening 8/14/2023.

Engineering- \$25,000

Controller Unit- \$5,000

Communication System- \$40,000

Managed Network Switch- \$3,000

Unified Command & Control Integration- \$2,500

Construction subtotal- \$50,500

Traffic Control 3%- \$1,515

Inspection 12%- \$6,060

Contingency 20%- \$10,100

Cost Escalation 15%- \$7,575

Total- \$100,750

- b. Architectural, engineering and planning consultant services for airport grant projects.
 - i. Bid opening 8/31/2023.

7. Project updates:

- a. Honeysuckle Stormwater Project- Sokol, Inc.
- b. BART- Mitchell Knorr Contracting.
- c. Parking Lots- Robert C. Young, Inc.
- d. Road Paving- H & K Group, Inc.

Next meeting: September 5, 2023.

Public Works & Environmental Committee Minutes
Tuesday, July 11, 2023 10 a.m.

The meeting was called to order at 10:00 a.m. in attendance were Council members James Garman, Nick McGaw, Jim Huber, Vince DeMelfi, Town Manager/Secretary/Treasurer Lisa Dooley, Director of Governmental Services Charles Fritz, Director of Public Works John Fritz, Airport Coordinator BJ Teichman and Administrative Assistant Christine Meeker. Also in attendance were Laura Davis (10:12 a.m.) and MJ Mahon.

Laura Davis was present to discuss the lighting system at the bocce ball court. Currently, the Special Olympics pays the monthly electric bills and the lights are only used during the end of the bocce ball season in September and October. The Committee does not see the need to use the electricity at this time.

On a motion by N. McGaw, seconded by J. Huber, and voted on unanimously, the Committee approved the Public Works & Environmental Committee minutes from the 6/6/2023 meeting.

On a motion by J. Huber, seconded by N. McGaw, and voted on unanimously, the Committee recommended that Council approve the updated cost of \$26,231.85 to repair the curbside recycling truck.

J. Fritz provided an update that a Pepsi machine was added to the breezeway at the Norris E. Rock Memorial Pool.

On a motion by N. McGaw, seconded by J. Huber, and voted on unanimously, the Committee recommends Council approve having an art mural painted on the Norris E Rock Memorial Pool with Council having the final approval of the design. The Friends of the Pool will coordinate the design and cover the cost.

C. Fritz informed the Committee that the Bloomsburg Recycling Center was awarded the \$350,000 grant from the 902 program from the state.

L. Dooley updated the Committee that the Streets Technical Assistance for Municipalities provided by SEDA-COG will assist with reviewing the pedal cycle ordinance free of charge.

BJ Teichman updated the Committee on the status of the crack & reseal project and the airport fuel farm. The crack & reseal project is anticipating to be completed the week of July 17th. The airport fuel farm project is expected to be completed by November of 2023.

The recycling and airport reports were reviewed by the department leaders.

A motion to adjourn was made by N. McGaw, seconded by J. Huber, and voted on unanimously, the meeting adjourned at 11:01 a.m.

Notes taken by C. Meeker and reviewed by L. Dooley.

**Advertisement for Statements of
Interest Professional Engineering
Services
PennDOT Traffic Signal Technologies
Grant Interconnection of Existing Traffic
Signals Project**

The Town of Bloomsburg is seeking an engineer to perform engineering services associated with an awarded PennDOT Traffic Signal Technologies grant for connection of signals along the SR 11 & Market Street corridor throughout Town. Connection of the interconnect system to PennDOT's network is a condition of the grant. Intersections include TSAMS Signal: 426, 427, 429, 430, 431, 432, 433, 434, 435, 436, 8409 and 15447.

PROJECT SCOPE

The selected firm will be expected to combine the prior awarded ARLE project with the current award to connect all signals to the regional traffic management center. All of the controllers in the Town are being replaced by the ARLE retiming project with the exception of Scott Town Plaza which will be upgraded to an M60 Siemens Controller as part of this project. The selected firm will be responsible for preparing traffic signal construction and permit plans in a format to be submitted to PennDOT District 3-0 for review and approval.

Construction Inspection will be provided by the selected firm and/or by the Town of Bloomsburg.

PROJECT DESIGN

The selected firm will also be responsible for determining the appropriate devices to be used for the interconnection and coordination with the local utility company to determine the location to tie-in the interconnect system to PennDOT's network. The Engineer shall prepare traffic signal construction and permit plans. Submit the plans to PennDOT District 3-0 for review and approval.

All permits, plans, or surveys which may be necessary to define the scope of the work or for the performance of the project shall be the responsibility of the Engineer. The proposal shall include a list of those permits currently anticipated as necessary, identifying actual permit fees that shall be reimbursable by the Town of Bloomsburg. A project design schedule must be included as part of this proposal indicating key milestones and dates of completion.

PREPARATION OF DOCUMENTS AND COORDINATION OF BIDDING

The Engineer shall, prepare all construction contract documents, including but not limited to, bid schedule, bond forms (bid, performance, payment), construction specifications and agreements, compliance forms, etc. The Engineer shall be responsible for coordinating the bidding process, including printing and distributing up to 10 sets of bid documents, publishing the required advertisements and management of any required deposits or payments. In addition, the Engineer will assist the Project Manager throughout the project including, but not limited to, the preparation of documents involving engineering matters and preparation of contract documents for the solicitor's opinion, a review of the bid documents, conformity with the specifications, and requirements, as well as a formal recommendation of bid award. The Engineer is also responsible to manage the contract award process, including issuance of the Notice of Intent to Award, execution of the agreements, Notice to Proceed, Final Inspection, and Completion.

CONSTRUCTION SUPERVISION

The Engineer is expected to furnish customary engineering advice and assistance necessary to

enable the Town of Bloomsburg to readily understand the project. The Engineer shall serve as the Town's representative at the project site, issuing all instructions to the contractors and preparing any change orders. The Engineer will prepare monthly status reports to keep the Town apprised of the project status and relay pertinent information to the Town and contractor. When the project is complete, the Engineer will also conduct, in the company of the Town, the contractor and staff from the PennDOT District 3-0 Signals Section, final inspection of the project to verify the timings are consistent with the updated signal plans. The Engineer will create traffic signal permit plans after the field verification of the timings to be submitted to PennDOT District 3-0.

TERMS OF PAYMENT

The Engineer will be required to enter into a written Professional Services Agreement with the Town, which will incorporate the information contained in this Statement of interest. The Engineer will agree to a lump sum fee, which shall include all costs associated with the services outlined herein. Payment shall be made to the Engineer on a monthly basis. Invoices shall be provided setting forth the percentage of work completed to date, establishing the amount due based on the percentage completed, less any previous amounts.

General Requirements and Information

Firms must be a registered business partner with PENNDOT through ECMS with their qualification packages submitted prior to the submission of the Statement of Interest (SOI).

Any questions concerning the requirements for this project and any questions concerning the submittal of the Statement of interest should be directed to Town of Bloomsburg, Lisa Dooley, Town Manager at 570-784-7123 Ext. 123 or by e-mail at: info@bloomsburgpa.org.

One (1) paper copy and one (1) PDF electronic copy of the Statement of Interest must be submitted to:

Lisa Dooley
301 E. 2nd Street,
Bloomsburg, PA 17815

Statement of Interest must be received no later than 10 a.m. Prevailing Time, August 14, 2023. Faxed or e- mailed only statements of interest cannot be accepted. Statements of interest shall not exceed four (4) 8.5 inch-by-11-inch-pages, including the cover-letter, -An additional page for an-organizational-chart and up to three (3) resumes not to exceed two (2) pages each are allowed. Conflict of interest Statements (as outlined below) are to be included in the four (4) pages allotted for cover letter and statement of interest.

Selection will follow Small Projects Selection Procedures as outlined in PennDOT Publication 93. Selection is strictly qualifications based. The Statement of interest shall not include any reference to project cost, cost savings, etc. Statements of interest containing such information will be disqualified.

Include full disclosure of any potential conflict of interest by the prime or any sub consultant based on Engineering Involvement Restrictions Guidelines as referenced in Publication 93 (10-21), Section 1.5 - Engineering Involvement Restrictions. If there are

no potential conflicts you shall include the following statement: "I have reviewed Publication 93 (10-21), Section 1.5 - Engineering Involvement Restrictions and determined that there are no potential conflicts of interest for anyone on this Agreement team."

Include full disclosure of any potential conflict of interest as specified in 2 CFR 200.112, 23 CFR 1.33 and 23 CFR 172. If there is no such potential conflict of interest, you shall include the following statement: "I have reviewed 2 CFR 200.112, 23 CFR 1.33 and 23 CFR 172 and determined that there is no conflict of interest for anyone on this Agreement team."

Statements of interest that do not include the above conflict of interest statements will be disqualified.

Statements of Interest will be reviewed and evaluated by the Town of Bloomsburg and may be reviewed by PennDOT. The evaluation will include the following equally weighted areas:

- Adequacy of proposal in the terms of addressing the needs that are set forth in the Request for Statements of interest.
- Relevant experience and past performance.
- Quality of previous work.
- Adequacy of resources/record of completing projects on time.

The Town of Bloomsburg will rank firms based on their evaluation of the Statements of interest. All firms properly submitting a Statement of interest will be informed of Town of Bloomsburg's decision in writing.

The Town of Bloomsburg reserves the right to interview the top three (3) firms prior to final selection. The Town of Bloomsburg reserves the right to reject all Statements of interest submitted, to cancel the solicitations requested under this notice, and/or re-advertise solicitation for these services.