

**South Portland City Council
Position Paper of the City Manager**

Subject:

ORDER #57-14/15 – Accepting a Federal Transit Administration grant to be used by the Bus Service Department. Passage requires majority vote.

Position:

The 2015 Capital Improvement Program included \$94,010 for updates to the Mill Creek Transit Hub. 80% (\$75,208) of this cost is being funded using a Federal Transit Administration grant. The remaining 20% will be funded from prior years' CIP balances and fund balance (\$9,401) and the Transit Reserve Account (\$9,401).

The updates include three projects. The first is the construction of a 30-foot canopy extending along Thomas Street from the street entrance to the Hub building. The canopy would protect passengers from rain and snow as they board or deboard buses at the terminal building. The second is to install a heating and cooling system within the building and the third is to erect electronic bus information signage that alerts passengers as to the arrival times and destinations of buses.

Following is the budget summary for these projects:

Budget Summary:	Total	FTA	CIP	Reserve
Canopy	\$71,500	\$57,200	\$7,150	\$7,150
HVAC	15,800	12,640	1,580	1,580
AVL Sign Equipment	<u>6,710</u>	<u>5,368</u>	<u>671</u>	<u>671</u>
Total Grant Budget	\$94,010	\$75,208	\$9,401	\$9,401

This item is brought forward to formally accept the FTA grant.

Attached is a memorandum from Art Handman regarding this item. He will be at Wednesday's meeting to answer any questions.

Requested Action:

Council passage of ORDER #57-14/15.


City Manager



CITY OF SOUTH PORTLAND

TRANSPORTATION DEPARTMENT

46 O'Neil Street
South Portland, Maine
04106
(207) 767-5556

MEMO TO: Jim Gailey, City Manager

FROM: Art Handman, Director, Transportation Department

RE: Canopy, HVAC, and AVL Sign Funding for Hub Terminal

DATE: November 20, 2014

This Memorandum describes the three projects that were originally included in the Hub Terminal Building Bid but were postponed due to lack of funding. The projects were included in the FY 2015 Capital Improvement Program (CIP) as extracted below:

1. Construction of Canopy. The original Request for Bids for the project included a 30-foot canopy extending along Thomas Street from the street entrance to the Hub building. The canopy would protect passengers from rain and snow as they board or deboard buses at the terminal building on Thomas Street. Funding constraints precluded awarding that element of the bid. The original price in 2012 was \$65,000. Adding a 10% escalation for inflation and ancillary items such as benches and unforeseen site work results in a proposed budget cost of \$71,500. Specification details are available from Sebago Technics upon request.
2. Heating and Cooling of Hub Building. The original Request for Bids for the project included specifications for heating and cooling the terminal building. Funding constraints precluded awarding that element of the bid. The original bid price in 2012 for the heating and cooling systems was \$13,800. Adding a 10% escalation for inflation and contingencies results in a proposed budget cost of \$15,800. Specification details are available from Sebago Technics upon request.
3. The City of South Portland is a participating partner in the regional automatic vehicle location (AVL) program administered by the Greater Portland Council of Governments. Buses will be equipped with instrumentation which will alert bus dispatchers and bus riders with general schedule information and specific bus arrival and departure information. An option of that project is to erect electronic bus information signage at key bus stops along the bus routes. One such site is the Mill Creek Transit Hub building. Cost constraints precluded awarding that portion of the bid in 2013. This project will provide for such a sign at the new terminal building to alert passengers as to the arrival times and destinations of buses stopping at the facility. A variety of signs are available with estimated maximum costs of \$6,710 including acquisition and installation.

The total gross cost for the above three items is \$94,010. Funding sources including federal and local share for the three items were shown in the CIP as well. The City Council approved the CIP on March 24, 2014.

Based on Council approval of the CIP, the City filed a Section 5307 capital grant with the Federal Transit Administration (FTA) in June 2014 which included 80% of the cost of the above three items in the amount of \$75,208 with the City providing the 20% local match in the amount of \$18,802. The FTA awarded the grant on July 30, 2014. The City accepted the grant award on July 31, 2014.

Sebago Technics is currently revising the specifications for the canopy and HVACC items prior to a rebid. GPCOG has obtained specifications for the AVL sign and will assist in its procurement.



CITY OF SOUTH PORTLAND

LINDA C. COHEN
Mayor

JAMES H. GAILEY
City Manager

SUSAN M. MOONEY
City Clerk

SALLY J. DAGGETT
Jensen Baird Gardner & Henry

IN CITY COUNCIL

ORDER #57-14/15

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District Two
PATRICIA SMITH

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MELISSA LINSKOTT

District Four
LINDA C. COHEN

District Five
BRAD FOX

At Large
MAXINE BEECHER

At Large
THOMAS E. BLAKE

ORDERED, that the City Council hereby accepts a Federal Transit Administration grant in the amount of ninety-four thousand ten dollars (\$94,010) to be used for projects at the Mill Creek Hub.

Said amount shall be credited to the Hub Terminal Account # 408041-441001-15801.

Fiscal Note: \$94,010 Revenue

Dated: December 3, 2014