

Route 8 at Airport Road Traffic Light Replacement – Predesign Conference

Purpose: A predesign conference for the Route 8 at Airport Road Traffic Light Replacement was held via Zoom video at 10:00 am on October 17, 2022.

Attending:

- Linda Zerfoss – Penn Township Manager
- Clinton Bonetti – Penn Township Land Use Administrator
- Doug Roth – Penn Township Supervisor
- Bert Mowry – Penn Township Supervisor
- Sam Ward – Penn Township Supervisor
- Jack Ripper – Penn Township Police Officer
- Clifford (Cliff) Eich, P.E. – Trans Associates, Principal Traffic Design Services
- Judith (Judy) Bishop, P.E. – Trans Associates, Senior Engineer

Distribution of minutes:

- Attending
- Cynthia Jampole and Nicholas Schaefer – Trans Associates
- Cheryl Cranmer, Dennis Crawford, and Alyssa Matthews – Penn Township Police Officers, and
- Dave Clark – Traffic Control Equipment & Supplies Company

Discussion:

- The Route 8 at the Airport Road intersection is the primary access for the Pittsburgh-Butler Regional Airport, including two flight schools, the Penn Township Volunteer Fire Department, the Butler Country Club, Penn Christian Academy, and the Audubon Society.
- The Butler Eagle advertisement was for engineering services to design, prepare bid documents and provide construction services.
- Penn Township has applied for an Automated Red-Light Enforcement (ARLE) grant and anticipates good news later this year for its financial assistance on this project. Penn Township will pay for the Trans Associates design services from its available infrastructure accounts. This payment will qualify as part of Penn Township's local match requirement. Butler County representative, Mark Gordon, has advised that grant money from the Act 89 of 2013 PA Vehicle Registration \$5.00 Local Use Fee may be available for perhaps \$50,000 in funding for this project. Refer to the Butler County Use Fee Grant Program Guidelines. Penn Township will pursue this and other grant opportunities as they become available.
- Review the Trans Associates proposal, dated October 11, 2022.
 - Trans Associates' recent discussions with PennDOT were used to prepare this proposal. Cliff Eich reported that he and PennDOT representative, Mike Ashbaugh, discussed the accident history at this intersection, possible solutions for the proposed new traffic control design, and other issues. Cliff Eich provided contact information for Mike Ashbaugh and will set up an onsite meeting for all parties.
 - Scope of services included:
 - Survey - the Route 8 Southbound lanes have limited sight distance making Northbound left turns onto Airport Road dangerous.
 - Traffic study – optimal timing analysis will be developed.
 - Traffic signal design – prepare/provide the Township with special provisions, estimates, the required PennDOT forms, the required resolution, and the traffic signal maintenance agreement. Submit final drawings to PennDot.
 - Meetings – four (4) included.
 - Bidding documents and services – PennBID, tabulation, and recommendations.
 - Construction services – preconstruction meeting, resolving technical issues, reviewing shop drawings, reviewing progress payments, and issuing change orders, if necessary, final inspection, and punch list. Four (4) field visits (16-person hours).
 - Record drawings.
 - Schedule – assist in meeting the advertised completion.
 - Contract for professional services and notice to proceed – October 12, 2022.

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- Predesign conference – October 19, 2022.
- Design – October 2022 to June 2023.
- Advertise for Contractor bids – June 2023.
- Contractor bids due – July 2023.
- Contractor notice to proceed – August 2023.
- Construction completion – March 2024.
 - Fee – refer to the included cost breakdown.
- The Trans Associates 2022 Municipal Rate Schedule and General Terms and Conditions were not attached to the proposal. Provide a copy.
- Trans Associates will proceed with additional work only upon written authorization by Penn Township.
- Trans Associates will provide a copy of their certificate of liability insurance.
- Trans Associates will schedule the topographical survey in the next few weeks.
- Trans Associates comments:
 - Trans Associates will provide recommendations for the type of supports, pedestrian accommodations, type of controller/battery backup, and types of detection.
 - Trans Associates indicated that the design can be completed within the schedule shown above.
 - Trans Associates will provide recommendations for pedestrian crosswalk accommodations once the traffic study is completed. Some joggers pass through this intersection daily.
- Linda Zerfoss:
 - Wage Determination (obtain current requirements) and reporting requirements; Refer to the Butler County Use Fee Grant Program Guidelines. The Pennsylvania Prevailing Wage Act (43 P.S. §165-1 et seq.; 34 Pa. Code §9.101 et seq.) may apply to a project funded under the Use Fee Grant Program. Prevailing Wage requirements are generally applicable to grants for construction, demolition, reconstruction, alteration, repair work, renovations, and similar work receiving the grant and/or loan funds in excess of \$25,000. Applicants are encouraged to contact the Pennsylvania Department of Labor and Industry, Bureau of Labor Law Compliance/Prevailing Wage office at (717) 705-7256 for further information.
 - Act 127 Public Works Employment Verification Act;
 - Submission/approval of invoices - payment terms within 15 calendar days of receipt of the appropriate invoice.
 - Document distribution and retention.
 - Trans Associates will include this information in the Special Conditions.
 - Linda Zerfoss questioned the use of advanced warning lights for the traffic signal, such as the lights warning of a pending red light on Route 422 near Worthington, PA. Trans Associates and PennDOT will provide appropriate recommendations for signage and warning lights.
- Doug Roth (Penn Township point of contact – 412-603-0163 cell):
 - Trans Associates has already placed a PA One Call to have existing utilities identified before the survey.
 - Monitor contractor's traffic control.
 - Doug Roth recommended that the traffic lights be radar controlled, rather than loops in the pavement.
 - The Penn Township Road Department can provide the contractor with an area for material and equipment staging at the direction of Doug Roth. The Road Department (724- 285-9317) is located at 105 Township Lane, Butler, PA 16002. This location is approximately four minutes and 2.3 miles North of the project location. Trans Associates will include this provision in the Special Conditions.
- Bert Mowry:
 - Bert Mowry questioned Route 8 Northbound and Southbound left turns on green arrows. The Trans Associates traffic study will provide appropriate recommendations for these left turns.
- Jack Ripper:
 - The emergency fire, police, and ambulance sirens will be used to control the traffic light. This system is utilized at the Route 8 and Dinnerbell Road intersection. Officer Ripper has advised the PTVFD that they must use only one tone to control this light.

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- Sam Ward: (contact – 724-287-3927 cell):
 - Penn Township responsibilities:
 - Sam Ward – contract, engineering/surveying, document review, and closeout;
 - Doug Roth – One Call before construction, point contact, and general construction;
 - Bert Mowry – electrical construction;
 - Linda Zerfoss – invoice payment and document distribution and retention; and
 - Clinton Bonetti – permits and land use issues.
 - Traffic light features, the design will include the following:
 - LPR cameras to aid law enforcement (locating lost persons, stolen vehicles, hit and run violations, crash reconstruction, and other criminal activities). The District Attorney’s office has grants available, with a yearly Township paid subscription. Penn Township Police are to identify the DA’s contact information to pursue this grant and will obtain information on the camera systems. Trans Associates advised that these cameras are not part of the traffic light design, however, the design will be equipped to accommodate these cameras for installation after the signal equipment is installed.
 - The Trans Associates traffic study will provide appropriate recommendations for allowing a left turn on Route 8 only by a green arrow.
 - Currently all right turns at the intersection are prohibited on red. The Trans Associates traffic study will provide appropriate recommendations for allowing right turns from Southbound Route 8 to Airport Road and Northbound to East Airport Road.
 - The Trans Associates traffic study will provide appropriate recommendations for the opposing light timing. Currently, we “locals” delay and cautiously enter the Route 8 intersection because of the high probability of someone running the red light.
 - The Trans Associates traffic study will provide appropriate recommendations for accommodating pedestrian traffic.
 - Penn Township police will provide current traffic speed studies and counts for the intersection using the Township-owned All Traffic Solutions mobile equipment. Vehicle speeds, time of day, and count are recorded. Other equipment features may also be helpful. A PennDot traffic count conducted on Wednesday, April 27, 2022, recorded 8,800 Northbound and 8,100 Southbound vehicles per day.
 - The Trans Associates will provide a preliminary completion schedule and construction budget. These are needed for the grant applications.
 - The successful traffic light replacement contractor will provide Penn Township with the following:
 - Submissions required by the Trans Associates Special Conditions.
 - Insurance certificate.
 - Builder’s Risk insurance.
 - Performance and Payment Bonds.
 - List of subcontractors, including contact information, and
 - Anticipated schedule with monthly updates.
 - Submission of invoices - payment terms within 15 calendar days of receipt of the appropriate invoice.
 - Penn Township will request the PennDOT Municipal Services review for Form numbers MS-320 and MS-329 approval.
 - Penn Township requested the PA Vehicle Registration Use Fee Grant Program preconstruction conference.
 - Penn Township will complete the PA Vehicle Registration Use Fee Grant Program Application, including the required documents, and submit it to the BCIB Advisory Board.
 - Trans Associates will provide a monthly progress update on the second Monday of each month for the second Tuesday Board meeting report.
 - Trans Associates may identify tasks that are outside their current agreement and request permission to bill accordingly. (Examples may be - preliminary cost estimates, monthly progress updates, etc.)
 - Trans Associates provided a sample of their Special Provisions for review/comment. Material testing requirements by an independent testing laboratory should be included in the contractor’s scope of work.
 - Penn Township requests that Trans Associates provide a copy of draft bidding documents for review/comments.
 - The Penn Township’s traffic light maintenance company is Traffic Control Equipment & Supplies Company, 979 State Route 917, Bentleyville, PA 15314 contact: Dave Clark (service@trafconeng.com 412-882-2012). This company will be included in the design consideration discussions.

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- The meeting concluded at 10:45 am.

Respectfully submitted,

A handwritten signature in cursive script that reads "Samuel M. Ward".

Samuel M. Ward, Supervisor