

CITY OF WILLIAMSPORT, PA RESOLUTION

RESOLUTION # 8361

DATE 6-26-14

TITLE

**RESOLUTION AUTHORIZING THE EXECUTION OF A SUBRECIPIENT
MONITORING CONTRACT BETWEEN THE CITY OF WILLIAMSPORT AND
LYCOMING COUNTY IN CONJUNCTION WITH RIVER VALLEY TRANSIT'S
UNIFIED PLANNING WORK PROGRAM FOR FY 2014-2016**

BE IT HEREBY RESOLVED, by the City Council of the City of Williamsport that the Mayor and City Controller be authorized to execute the subrecipient monitoring contract between the City of Williamsport and the County of Lycoming in conjunction with River Valley Transit's Unified Planning Work Program for FY 2014-2016.

BE IT FURTHER RESOLVED, by the City Council of the City of Williamsport that the Mayor and City Controller be authorized to execute a sub-contract with Theodore H. Poister Associates to act as Transit Consultant as specified in the contract between the City of Williamsport and the County of Lycoming for tasks defined in the Unified Planning Work Program for FY 2014-2016.

Jance Frende
City Clerk

Approved

[Signature]
Vice President



MEMORANDUM

TO: Mayor Gabriel J. Campana and Members of City Council
FROM: William E. Nichols, Jr., General Manager
DATE: June 20, 2014
SUBJECT: Planning Contract Resolutions

Attached for your review is a resolution for the upcoming Thursday, June 26th City Council meeting as follows:

RESOLUTION AUTHORIZING THE EXECUTION OF A SUBRECIPIENT MONITORING CONTRACT BETWEEN THE CITY OF WILLIAMSPORT AND LYCOMING COUNTY IN CONJUNCTION WITH RIVER VALLEY TRANSIT'S UNIFIED PLANNING WORK PROGRAM FOR FY 2014-2016

Annually, RVT requests approval of a subrecipient monitoring contract between the City of Williamsport and the County of Lycoming for transit planning activities funded by the Federal Transit Administration (FTA) and the Pennsylvania Department of Transportation (PennDOT). This year the planning subcontract is for two fiscal years (FY 2015 and FY 2016) and to match the planning activities to be conducted in RVT's Unified Planning Work Program (UPWP) for FY 2014-2016 which has already been approved by the WATS Technical and Coordinating Committees. The budget for the transit portion of the annual work program, under Section 5309 funding, has been established at \$62,500 annually. The local share is 10% and is provided through RVT's annual operating budget approved by City Council as part of RVT's budget in December 2013. It should be noted that this contract is similar to the previous planning contracts approved by City Council. A copy of the Subrecipient Monitoring Contract along with the FY 2014-2016 UPWP scope of work are included for your review.

This resolution also requests approval to renew the subcontract between the City of Williamsport and Theodore H. Poister Associates, Inc. to serve as Project Director for the transit planning tasks detailed in the UPWP. Dr. Poister has been instrumental in the development of the annual Performance Report & Plan Update and the collection and analysis of various operating data required by the federal government. In addition, Dr. Poister's expertise in the development of various computer programs has been invaluable. A copy of Dr. Poister's contract is included for your review.

Should you have any questions or need additional information, please feel free to give me a call.

Attachments

CITY OF WILLIAMSPORT, PA RESOLUTION

RESOLUTION# _____

DATE _____

TITLE

**RESOLUTION AUTHORIZING THE EXECUTION OF A SUBRECIPIENT
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Approved

City Clerk

President

**SUBRECIPIENT MONITORING AGREEMENT
BETWEEN
COUNTY OF LYCOMING
AND
CITY OF WILLIAMSPORT**

THIS AGREEMENT made between the County of Lycoming, a political sub-division of the Commonwealth of Pennsylvania, hereinafter sometimes referred to as "the COUNTY", and CITY OF WILLIAMSPORT a subrecipient of a grant to the COUNTY, sometimes hereinafter referred to as "SUB."

WHEREAS, the COUNTY is a recipient of the following grant (hereinafter "the Grant):

Grant: **WATS Transportation Planning and Programming Agreement
520903 Work Order No. 6**
Grantor Agency: **PennDOT**
Funding Source: **FTA Metropolitan/Consolidated Planning Funds**
Federal CFDA# **20.505**

The terms of this Agreement regarding the amount of the Grant and the period of time in which this Agreement shall be performed shall be in accordance with the provisions of the Grant award itself, including any subsequent modifications or amendments thereto.

WHEREAS, CITY OF WILLIAMSPORT, is about to become a subrecipient under the COUNTY of the Grant, and

WHEREAS, the COUNTY desires to impose certain responsibilities of the SUB with respect to the Grant.

NOW THEREFORE, it is hereby agreed as follows:

1. SUB, in its administration of the Grant, shall comply with all laws, regulations, terms and conditions of the Grant as set forth by the funding sources and shall comply with all other applicable federal, state, and local laws and regulations as attached hereto as Attachment (B) and incorporated herein by this reference.
2. The SUB shall provide the COUNTY with completed reports required under the terms of the Grant or otherwise required by the COUNTY by forwarding copies to the COUNTY at its Office of Fiscal Services within the time frame set forth in the Grant. The reports shall include, but not be limited to, the following:
 - (a) A signed grant application
 - (b) A signed grant request and budget
 - (c) Monthly or quarterly reports (if required by grantor):
 - Revenue and Expenditure Report
 - Progress or Performance Report

10. Any further sub-awards of the Grant funds by the SUB must include provisions for subrecipient monitoring consistent with this Agreement.

IN WITNESS WHEREOF, and intending to be legally bound hereby, this agreement has been executed this _____ day of _____ 20_____.

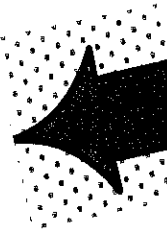
ATTEST:

SUBRECIPIENT

James Frank
Margaret A. Goodring
Clerk

Coosha Campan

COUNTY OF LYCOMING



ATTEST:

Jeff C. Wheeland, Chairman

Ann M. Gehret, Chief Clerk

Ernest P. Larson, Vice Chairman

Tony R. Mussare, Secretary

ATTACHMENT (B)

Please reference grant agreement and certification requirements.

Certification Requirements:

1. Certification Regarding Debarment and Suspension

The undersigned (authorized official signing for the applicant organization) certifies the best of his or her knowledge and belief, that the applicant defined as the primary participant in accordance with 45 CFR Part 76, and its principals:

- (a) Are not presently debarred, suspended, proposed for debarment, declared, ineligible, or voluntarily excluded from covered transactions by any Federal Department or agency.
- (b) Have not, within a 3-year period preceding this proposal, been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State, or local) transaction or contract under a public transaction; violation of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property.
- (c) Are not presently indicted or otherwise criminally or civilly charged by a governmental entity (Federal, State or local) with commission of any of the offenses enumerated in paragraph (b) of this certification.
- (d) Have not, within a 3-year period preceding this application/proposal, had one or more public transactions (Federal, State, or local) terminated for cause or default.

2. Certification Regarding Drug-Free Workplace Requirements

The undersigned (authorized official signing for the applicant organization) certifies that the applicant will, or will continue to, provide a drug-free work-place in accordance with 45 CFR Part 76 by:

- (a) Publishing a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession or use of a controlled substance is prohibited in the grantee's workplace and specifying that actions that will be taken against employees for violation of such prohibition.
- (b) Establishing an ongoing drug-free awareness program to inform employees about:
 - (1) The dangers of drug abuse in the workplace.
 - (2) The grantee's policy of maintaining a drug-free workplace.
 - (3) Any available drug counseling, rehabilitation, and employee assistance programs.

3. **Certification Regarding Lobbying**

Title 31, United States Code, Section 1352, entitled "Limitation on use of appropriated funds to influence certain Federal contracting and financial transactions," generally prohibits recipients of Federal grants and cooperative agreements from using Federal (appropriated) funds for lobbying the Executive or Legislative Branches of the Federal Government in connection with a SPECIFIC grant or cooperative agreement. Section 1352 also requires that each person who requests or receives a Federal grant or cooperative agreement must disclose lobbying undertaken with non-Federal (non-appropriated) funds. These requirements apply to grants and cooperative agreements EXCEEDING \$100,000 in total costs (45 CFR Part 93).

The undersigned (authorized official signing for the applicant organization) certifies, to the best of his or her knowledge and belief, that:

- (a) No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan or cooperative agreement.
- (b) If any funds other than Federally appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement.
- (c) The undersigned shall require that the language of this certification be included in the award documents for all sub-awards at all tiers (including subcontracts, sub-grants, and contracts under grants, loans and cooperative agreements) and that all sub-recipients shall certify and disclose accordingly.

The certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by Section 1352, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

4. **Certification Regarding Program Fraud Civil Remedies Act (PFCRA)**

The undersigned (authorized official signing for the applicant organization) certifies that the statements herein are true, complete, and accurate to the best of his or her knowledge. And

RIVER VALLEY TRANSIT
2014 - 2016 UNIFIED PLANNING WORK PROGRAM

Contract #1

IV. LONG RANGE PLANNING

IV-C. Transportation Development Plan Update (Long-Range Planning)

Monitor and update River Valley Transit's (RVT's) 2015 and 2016 Performance Report and Plan Updates in terms of the overall system performance, capital improvements, service regionalization plan and the maintenance program.

Previous Results:

RVT has completed a draft 2013 Performance Report and Plan Update. RVT performed a farebox survey during the fiscal year in which data was downloaded from the electronic fareboxes on a trip-by-trip basis to allow for a more detailed analysis of performance on individual routes. RVT completed the construction of a Fast-Fill CNG Fueling Facility. The project involves the creation of a CNG fueling station to add CNG to the facility's fuel offerings. As part of this project, RVT has received four compressed natural gas (CNG) transit vehicles from Gillig, Inc. as part of RVT's conversion to CNG vehicles. The new CNG buses will significantly reduce greenhouse gas emissions and demonstrate RVT's commitment to deploying alternative fuel vehicles as part of an overall effort to "green" the bus fleet in the coming years. RVT has become increasingly committed to promoting transit friendly development throughout the Williamsport area. The Trade & Transit Centre II Project has begun with the completion of demolition and site work construction activities. RVT has challenged the design team of L. Robert Kimball & Associates and Reynolds Construction Management to provide building options with the current funding available for this project. RVT continued to participate on the North Central Pennsylvania Public Transportation Task Force, a regional transit study, to provide connectivity among communities in Columbia, Lycoming, Northumberland, Snyder, Montour, and Union Counties. This committee is evaluating the public transportation needs of these communities and will consider the next step in providing coordinated transit service within this six-county area. Also, RVT continues to manage the Endless Mountains Transportation Authority (EMTA), a three county rural transportation system. RVT completed a six-year capital improvement program for FY 2014 - FY 2019.

Actions & Procedures:

1. Complete RVT's 2014 and 2015 Performance Report and Plan Updates to monitor RVT's operations and performance on an ongoing basis, identify trends and issues that may impact the system in the future, to develop smart transportation systems, and to analyze options for preserving and enhancing

greenhouse gas emissions in our service area. (12/31/2014)

9. RVT will continue to update our 2014-2016 FTA approved Disadvantage Business Enterprise (DBE) program and goal setting methodology. RVT's DBE Plan contains a Small Business Participation Element and RVT will continue to utilize the Pennsylvania Unified Certification Program (PA UCP) in compliance with the 49 CFR Part 26 as part of RVT's contracting practices and continue to submit semi-annual reports to FTA and PennDOT. (9/30/2016)
10. Update RVT's Maintenance Plan to improve the overall efficiency and effectiveness of operations to include all aspects of RVT's CNG equipment. (06/30/2015 & 6/30/2016)
11. Continue to coordinate with STEP, Inc. on the provision of ADA paratransit service to maintain compliance with the Americans with Disabilities Act (ADA). (Ongoing)
12. RVT will continue to participate in the North Central Pennsylvania Public Transportation Task Force to explore the feasibility of a coordinated regional transit system to provide connectivity among communities in Columbia, Lycoming, Northumberland, Snyder, Montour, and Union Counties and possibly other counties as well to move people across the state, linking residents to regional destinations. (Ongoing)
13. RVT will continue to manage the day-to-day operations of the Endless Mountains Transportation Authority which is a three-county (Tioga, Bradford, and Sullivan) fixed route and paratransit system. (6/30/2015)
14. RVT will continue to update our FTA approved 2013-2016 Title VI Program. (10/1/2016)

Contract #2

I. ECONOMIC DEVELOPMENT

I-B. Transit Privatization (Private Enterprise Planning)

Coordinate activities between the public and private transportation providers to reduce overall operating expenses, meet RVT's established maintenance goal for private sector utilization, and promote public/private partnerships with developers.

Previous Results:

RVT continues to coordinate transportation activities with the local private carrier

Valley Transit bus routes and schedules as well as general information on how to use the transit system and related services. RVT extended the "Senior Bonus Bucks" and "Rider Bucks" promotions which were designed to increase both senior citizen (60+) and non-senior ridership. RVT began promoting marketing activities and promotions utilizing social media outlets to reach the younger/college ridership market.

RVT provided special transit services to support a wide variety of activities and community events in our service area, such as: the Lycoming County Fair, Little League World Series, Williamsport Crosscutters games, Fourth of July celebration and fireworks display, Lycoming College and Penn College events. RVT, in conjunction with Lycoming College and Penn College, continued the college pass program (LycoPass and PennPass) that allows full-time students unlimited free access to all RVT routes. This style promotion was extended to Susquehanna Health employees and Lycoming County employees to manage travel demand to and from work. RVT's website and social media outlets are constantly updated to provide the public with transportation information. All marketing activities were targeted toward increasing passenger utilization and overall public transit system services.

Actions & Procedures:

1. Continue to promote RVT's public image and expanded range of responsibilities to attract new passengers and improve overall ridership from both the public and private sectors. (Ongoing)
2. Continue to develop exhibit space within the Peter Herdic Transportation Museum as well as promote the entire historic district to strengthen tourism services. (Ongoing)
3. Develop and publish periodic newsletters that will be distributed to the general public as well as on the buses to help improve the public awareness of mass transportation. Publication will be made available on the website and all social media outlets to better disseminate information to the general public. (Ongoing)
4. Continue to promote and support the WATS Transit Advisory Committee for accessible transit services offered by RVT including the ADA paratransit service and human service transportation providers in Lycoming County. (Ongoing)
5. Continue to advertise RVT's website (www.rideRVT.com) to incorporate all of RVT's activities, programs, and current marketing promotions. Develop and expand the use of the website as well as ITS elements to share planning and programming information to expand public involvement. RVT will integrate new real-time computer aided dispatching and automatic vehicle location system to provide bus passengers with real time information about bus arrival times at individual bus stops via online connections. (Ongoing)

public transportation service. RVT will evaluate the Pennsylvania Infrastructure Bank (PIB) as a tool for financing major capital transportation projects such as the Trade & Transit Centre II Project and the purchase of CNG transit vehicles. (Ongoing)

5. Promote public/private partnerships (P3s) and incentive/innovative financing opportunities in support of the economic development. (Ongoing)
6. To reduce costs and increase employee efficiency, RVT will increase the utilization web-conferencing, webinars, and other electronic outreach methods in meeting public participation as well as employee training. (Ongoing)

III. TRANSPORTATION INFRASTRUCTURE

III-A. Transit Programming

Maintain and preserve RVT's existing transit facilities and services consistent with WATS Long Range Plan policies and economic development efforts.

Previous Results:

RVT worked on projects included in the current FFY 2013-2016 Transportation Improvement Plan (TIP) for Transit and finalized a six-year (2014-2019) capital improvement program for approval by the various funding sources. RVT submitted federal and state grant applications for projects programmed in FY 2014 and modified the TIP accordingly. All capital projects are included in the draft 2013 Performance Report and Plan Update.

Actions & Procedures:

1. Pursue projects listed on RVT's FFY 2015-2018 Transportation Improvement Program (TIP) for Transit, which includes Capital, Planning, and Operating Assistance programs and amend the current TIP when necessary. (Ongoing)
2. Develop a six-year capital improvement program (2016-2021) for approval by the various funding sources to be included in the 2014 & 2015 Performance Report and Plan Updates. (06/30/2015 & 6/30/2016)

IV. LONG RANGE PLANNING

IV-B. ADA Planning

Maintain full compliance with the Americans with Disabilities Act of 1990 and DOT regulations and assure that the ADA paratransit service is responsive to the needs of its intended clients.

Previous Results:

River Valley Transit Plus (RVT+) completed its 21st year of providing complementary demand response paratransit service as required by the Americans with Disabilities Act of 1990 (ADA). RVT has re-negotiated an agreement with STEP, Inc. to provide the service during the weekdays (6 AM – 6 PM). RVT provides the service after 6 PM weekdays and all day on Saturdays. RVT+ remains in full compliance with all six of the ADA paratransit service requirements, including periodic meetings of the WATS ADA/Transit Advisory Committee. RVT maintained consultation and outreach activities with ADA eligible clients and continues to serve on various committees involving persons with disabilities. RVT provided voter registration opportunities for individuals with disabilities to make it more convenient for eligible citizens to vote in compliance with the “motor voter law.” A lift-use survey was conducted in which a count is recorded each time the operators use a lift or ramp to load or unload a passenger during regular fixed route service to monitor usage. RVT continued working with Hope Enterprises, Inc. by extending service to the eastern Lycoming County corridor and the Williamsport Area High School Life Skills Class on providing fixed route transit service to the sheltered workshop for employment and the Williamsport Hospital campus for job training, respectively.

Actions & Procedures:

1. Continue to meet periodically throughout the fiscal year with the WATS Transit Advisory Committee to provide guidance, assistance, and oversight at a policy level to RVT, STEP, Lycoming County and the WATS Technical and Coordinating Committees in the interest of assuring effective and equitable paratransit service for persons with disabilities. The Transit Advisory Committee will review all transportation related projects and services to provide public involvement in and outreach to all stakeholders in the transportation planning process as well as rating the transportation service being provided. (Ongoing)
2. Continue to maintain informal consultation and outreach activities regarding ADA on an ongoing basis and be responsible for (1) certifying ADA eligible clients, (2) coordinating scheduling and service delivery with STEP, (3) monitoring ridership and operating expenses on a monthly basis, and (4) providing liaison with social service agencies and advocacy groups concerning all transportation services provided by RVT to disabled patrons. (Ongoing)

safety planning activities related to improvements along the S.R. 220 corridor between Williamsport and Jersey Shore and all other safety corridor initiatives.

RVT has entered into agreements with numerous local municipalities, school districts, and selected assisted living centers and nursing homes in the area to provide emergency transportation services in the event of natural disasters or other crisis situations.

Actions & Procedures:

1. Maintain compliance with the FTA's Omnibus Transportation Employee Testing Act of 1991 as outlined in regulations 49 CFR Part 655 and 40 which includes: Pre-Employment, Reasonable Suspicion, Random, Post-Accident, Return-to-Duty, and Follow-up. (Ongoing)
2. Implement comprehensive safety and risk management strategies which include elements involving risk reduction, risk avoidance, and risk transfer (i.e., insurance). (Ongoing)
3. Continue to acquire safety and security equipment on RVT transit vehicles and facilities as part of RVT's new policies related to the transit-related terrorism act. (Ongoing)
4. RVT will continue to participate with PennDOT on safety planning activities related to improvements along the S.R. 220 corridor between Williamsport and Jersey Shore and other corridors in Lycoming County. (Ongoing)
5. Continue established safety, award and training programs for all RVT's employees. (Ongoing)

upwp/2014-2016 UPWP

RIVER VALLEY TRANSIT				
2014 - 2016 UNIFIED PLANNING WORK PROGRAM				
CONTRACT #1				
	Section 5309	Federal MPP	Local Share	
IV-C TDP Update	Budget	Funding	Funding	
Personnel	\$38,000			
Fringe Benefits	0			
Transit Consultant	11,000			
Non-Professional-Surveyors	4,000			
Travel & Subsistence	8,000			
TOTAL BUDGET CONTRACT #1	\$61,000	\$48,800	\$12,200	
CONTRACT #2				
I-B Transit Privatization				
Personnel	\$1,400			
Fringe Benefits	0			
	\$1,400	\$1,120	\$280	
I-E Marketing and Economic Develop.				
Personnel	\$20,932			
Fringe Benefits	0			
Contractual Services	0			
	\$20,932	\$16,746	\$4,186	
I-F Financial Capacity Planning				
Personnel	\$6,390			
Fringe Benefits	0			
Transit Consultant	8,000			
Equipment	0			
Supplies	0			
Travel & Subsistence	7,770			
	\$22,160	\$17,728	\$4,432	
III-A Transit Programming				
Personnel	\$1,800			
Fringe Benefits	0			
	\$1,800	\$1,440	\$360	
III-D Public Transit Data				
Personnel	\$10,000			
Fringe Benefits	0			
Computer Support Services	0			
Supplies	0			
	\$10,000	\$8,000	\$2,000	
IV-B E & H Service Planning (ADA)				
Personnel	\$6,000			
Fringe Benefits	0			
	\$6,000	\$4,800	\$1,200	
VI-B Safety & Drug Control Planning				
Personnel	\$1,708			
Fringe Benefits	0			
	\$1,708	\$1,366	\$342	
TOTAL BUDGET CONTRACT #2	\$64,000	\$51,200	\$12,800	
TOTAL 2014 - 2016 UPWP BUDGET	\$125,000	\$100,000	\$25,000	
Funding Sources Section 5309 (MPP)				
Federal Funding	\$100,000			
Local Share - County	12,500			
Local Share - City	12,500			
Total Funding	\$125,000			

CONTRACT FOR PROFESSIONAL SERVICES
By and Between
THE CITY OF WILLIAMSPORT
and
THEODORE POISTER ASSOCIATES, INC.

THIS AGREEMENT, entered into as of _____, 2014, by and between the City of Williamsport, Commonwealth of Pennsylvania, hereinafter referred to as the "Public Body," and THEODORE POISTER ASSOCIATES, INC., hereinafter referred to as the "Consultant."

WITNESSETH THAT:

WHEREAS, the Public Body is carrying out planning activities concerning transit services as part of the continuing Williamsport Area Transportation Study; and

WHEREAS, the Public Body has designated the Consultant to provide assistance in developing the transit plan update.

NOW THEREFORE, the parties to the contract do mutually agree as follows:

1. Scope of Services

The Consultant shall act as the Project Director in the completion of the TRANSIT DEVELOPMENT PLAN UPDATE as described in the 2014-2016 Unified Planning Work Program undertaken by the Public Body under contract with the County of Lycoming. The Consultant will provide technical assistance, guidance and supervision for the completion of all data collection, computer processing and analysis, and preparation of the report. The Consultant will be required to make at least one site visit at his expense, except local travel, in the performance of this Contract. The Consultant will also be required to pay for all time, materials and supplies needed to complete the Contract off-site.

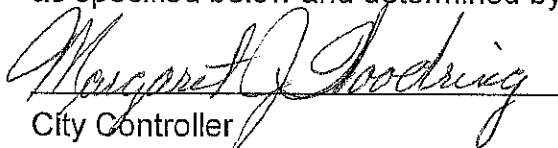
2. FTA Requirements

The Consultant shall be bound by all applicable FTA contract provisions between the Public Body and the County of Lycoming as incorporated in the Lycoming County Subrecipient Monitoring Agreement, attached herein.

3. Compensation and Method of Payment

For all services rendered under this contract, the Consultant shall be entitled to a fee upon receipt by the Public Body of invoices for the same. The Consultant will receive a fee not to exceed Nine Thousand Five Hundred Dollars (\$9,500) for the Fiscal Year 2014-2016 project, in accordance with the budget shown in the contract between the Public Body and the County of Lycoming. The Consultant may invoice the Public Body as tasks are completed, provided that the final 20% of the fee shall not be paid until the report is accepted by the Williamsport Area Transportation Study (WATS) Technical and Coordinating Committees.

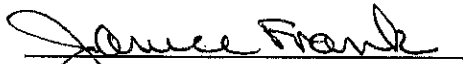
In witness whereof, the parties of this agreement, the CITY OF WILLIAMSPORT as Contractor and THEODORE POISTER ASSOCIATES, Inc. as Sub-Contractor hereby agree to be legally bound by this Contract. The effective date of the Contract shall be as specified below and determined by the Contractor.


City Controller

CITY OF WILLIAMSPORT


Mayor of Williamsport

ATTEST:


City Clerk

DATE: 6-26-2014

THEODORE POISTER ASSOCIATES, INC.

Theodore H. Poister

WITNESS:

DATE: _____

EFFECTIVE DATE: July 1, 2014

