



16 - 1040

November 1, 2016

To: Dave Soeldner, Department of Public Infrastructure Committee Chair
From: Jim Muenzenmeyer, Transit Manager 
Re: Capital Grant Amendment / replacement vehicle

Dear Ald. Soeldner,

The minivan that we use to transport drivers from the DPW to the Transfer Center a couple times per day has developed a serious frame deterioration problem. Our Fleet Manager has documentation from reputable repair shops indicating that the issue cannot be repaired because of liability concerns related to frame damage/failure. We have missed the annual cut-off period for grant applications through the State for this kind of procurement. This vehicle is critical to our operations.

I offer the following solution to this problem:

- I will move the van that I had been using daily to the DPW for the drivers to use.
- I have purchased a second personal vehicle to use during the day and will request mileage reimbursement.
- I am proposing that we borrow against an already approved grant that is targeted for Heavy Duty Bus procurement to purchase a mini-bus. I will request backfilling of this borrowed amount next year during the 2018 Capital request period (September 2017).

We have been talking for some time now to somehow obtain a mini-bus that would allow us to shave time from our routes when over-burdened by the increasing number of wheel chair transportation. We would also be able to use this vehicle for filling in during the time our buses break down. The mini-buses are equipped with a mechanical lift allowing us to serve the disabled safely.

The State of Wisconsin is fine with this plan and has drafted a Capital Contract Amendment, attached. WisDOT has a State approved Vendor that could have a relatively quick turn-around on our request. Please place this request on your next agenda. I will be present to answer any questions.

Thank you for your consideration – Jim

cc. Dan Koski, Director of Public Infrastructure

**FIRST AMENDMENT TO
2016 SECTION 5311 CAPITAL ASSISTANCE CONTRACT
BETWEEN THE
STATE OF WISCONSIN
AND THE
CITY OF MANITOWOC**

The first Grant Agreement amendment is made by and between the State of Wisconsin Department of Transportation, hereinafter referenced to as "Department" and the City of Manitowoc, hereinafter referenced as "Recipient."

WITNESSETH THAT:

WHEREAS, the Recipient and the Department have entered into a 2016 Section 5311 Capital Assistance Grant Agreement in accordance with Wis. Stat. 85.20(3)(d); and

WHEREAS, the Section 5311 funds available are adequate; and

WHEREAS, the Recipient has an immediate need for an accessible mini bus and has requested the reallocation of a portion of capital funds originally allocated for purchase of heavy duty transit buses; and

WHEREAS, procurement requirements preclude the immediate procurement of said heavy duty buses; and

WHEREAS, the Department has the ability to transfer \$40,554.00 in federal funds from ALI Code 11.12.02 – "Revenue Rolling Stock – Purchase/Replacement – 35-Ft Bus" to ALI Code 11.12.04 – "Revenue Rolling Stock – Purchase/Replacement - <30 ft Bus", with no change in the total amount of the grant.

NOW, THEREFORE, the parties hereto do mutually agree to amend this Grant Agreement as follows:

Attachment A

Replace Attachment A with "Revised Attachment A for Amendment #1."

Witness the execution of this Grant Agreement amendment by the parties hereto in the manner most appropriate to each.

STATE OF WISCONSIN
DEPARTMENT OF TRANSPORTATION

CITY OF MANITOWOC

By _____

By _____

Aileen Switzer, Administrator
Division of Transportation Investment Management

Title _____

Date _____

Date _____

Revised Attachment A for Amendment #1
2016 Section 5311 Capital Assistance Grant Agreement
Grant Number WI-2016-029-01
City of Manitowoc

ALI	Item Description	Quantity	Total Cost	Federal Share	Local Share
11.12.02	Buy Replacement 35-Ft Buses	2	\$879,308	\$703,446	\$175,862
11.12.04	Buy Replacement < 30 Ft Bus	1	\$50,692	\$40,554	\$10,138
		TOTALS	\$930,000	\$744,000	\$186,000