pennsylvania
DEPARTMENT OF GENERAL SERVICES

MEMO

To: Honorable Charles Zogby
Secretary of the Budget

From: Elizabeth A. O'Reilly
Deputy Secretary of Public Works

Date: October 20, 2014

Re: Project No. DGS 251-68
Renovate and Expand Current Monroe County
Welcome Center, including Roof Replacement
and Building Systems Upgrade
PennDOT Welcome Center Site F
Smithfield, Monroe County, PA

The Department of Transportation is requesting approval of the attached Request for Project Action. The project is authorized by Section 3(13)(xii.5)(B) in Act 85 of 2013, as signed into law by the Governor on November 1, 2013. The Act provides a Total Project Allocation in the amount of $3,000,000 which includes $2,550,000 for Base Construction and $450,000 for Design and Contingencies, and will be designated as **Phase 1** – Welcome Center Renovation and Expansion.

While the Department of General Services finds the Request for Project Action in order, release of funds should be made only in accordance with the established Capital Release Plan.

APPROVED:

Office of the Budget

Governor

11-5-2014
Date

EAO/HP/NJS

pennsylvania
DEPARTMENT OF GENERAL SERVICES

COMMONWEALTH OF PENNSYLVANIA
DEPARTMENT OF GENERAL SERVICES
GSBPSAS-6 (Rev. 03/14)

REQUEST FOR PROJECT ACTION

DATE: 06/13/2014

Act 85 of 2013

TO:	I. FROM:	II. ACTION REQUESTED
DEPARTMENT OF GENERAL SERVICES HARRISBURG, PA 17125	DEPARTMENT OF TRANSPORTATION	☑ APPROVAL ☐ ADJUSTMENT ☐ CANCELLATION

III. PROJECT NUMBER	IV. PROJECT TITLE
251-68	Welcome Center Renovation and Expansion

V. INSTITUTION/FACILITY	VI. LOCATION (INCLUDE COUNTY AND POLITICAL SUBDIVISION)
PennDOT, Welcome Center Site F	Monroe County, Smithfield

7. ESTIMATED COST: ☑ ORIGINAL REVISED ☐	FOR:	UTILITIES:
ESTIMATED COST OF: $ $3,000,000 ($2.55M Con/$450K D&C)	☑ DESIGN ☑ CONSTRUCTION	☑ INCLUDING ☐ EXCLUDING

8. SPECIFIC PROJECT SITE:
Monroe County Welcome Center Site F, State line off Route 611 & I-80.

9. SITE OWNERSHIP: ☑ COMMONWEALTH ☐ UNIVERSITY ☐ PRIVATE

10. SITE COST: ☐ ORIGINAL ☐ REVISED	11. SITE PURCHASE BY DGS: ☐ YES ☐ NO
ESTIMATED SITE COST OF: $ NONE	

12. GENERAL PROPERTY DESCRIPTION OF SITE
Public Safety Roadside Rest and Tourism Welcome Center

13. DESCRIPTION OF CONSTRUCTION REQUIRED (INDICATE GROSS SQUARE FOOTAGE)

Renovation of roof top garden, interior repairs, replacement of sidewalks and curbing, building system upgrades, sewage treatment plant upgrades, archway and concrete walkway repairs, seal and repaint parking lots.

14. OCCUPANCY:	15. TOTAL ESTIMATED PROJECT COST (ITEM 7 + ITEM 10)
NO. OF FEMALES: 3 NO. OF MALES: 2	$ 3,000,000

16. REQUIRED ITEMS:
UTILITIES: none
ROADS: none
PARKING: none

17. REMARKS:

Modifications to existing roof design are required. Welcome Center Occupancy fluctuates depending on the amount of guests visiting.

Agency Approval: 6/13/14 (DATE) [signature] (AGENCY HEAD)

You agree that by typing your name or inserting your digitized signature in the "Agency Head" field above you are signing this Request for Project Action, and have the authority to do so, and by submitting it the agency transfers to DGS jurisdiction and control of the premises for the time extending from the first date of advertisement for bids on the project to one year past the date of final completion and acceptance of all of the work performed under the project contracts. Jurisdiction shall revert to the agency after this period or if DGS does not use the premises for purposes of constructing the project. During this period, the agency maintains jurisdiction with respect to the occupation and maintenance of the premises.

APPROVALS

[signature] (OFFICE OF THE BUDGET)
11-5-2014 (DATE)

[signature] (GOVERNOR)