



pennsylvania
DEPARTMENT OF TRANSPORTATION

PennDOT Municipal Services & Financial Consultants
ANNUAL REPORT

Message

Dear Customers and Colleagues:

The Pennsylvania Department of Transportation (PennDOT) Municipal Services Representatives and Financial Consultants are pleased to present this 2024 Annual Report, which summarizes our activities during 2023.

We work hard every day to assist Pennsylvania municipalities with a solutions-oriented approach to our jobs that is consistent with the regulations and laws of the Commonwealth.

While the depth of involvement in each of the subject areas in this report may vary, we serve as a primary source of information and direction for municipalities in applying for or expending funds from various programs.

We know that you value fast, consistent, and helpful customer service that provides accurate information the first time; further, we continually strive to exceed your expectations in each of our interactions. We also understand that each of the 67 counties and 2,560 municipalities face a unique set of circumstances. Recognizing these fundamental differences allows us to more equitably serve all areas of the state.

Thank you for this opportunity to affirm our values and to share our successes during 2023.

PennDOT Financial Consultants (FC) and Municipal Services Representatives (MSR)

| | | |
|------------------------|-----------------------|---------------------------|
| Shawn Agosti, MSR | Brian Haight, MSR | Jeff Roback, MSR |
| Randy Albert, MSR* | Earl Helbing, FC | Tony Ryan, MSR |
| Mary Ammann, FC | Steven Kehoe, MSR | James Schepis, MSR* |
| Michael Bowser, MSR* | Matt Kenepp, MSR | Cory Shaffer, MSR |
| JP Breggenti, MSR | James Leshner, MSR* | Marc Skarbek, MSR |
| Troy Cyphert, MSR | Jonna Knapik, MSR | Daren Stover, MSR |
| John Davis, MSR* | Marcus Lepperd, MSR | Ed Sumski, MSR |
| Brian Dayton, MSR | Rick Levan, MSR | Tim Tagmyer, MSR |
| Barry DeAngelis, MSR* | Peter Mancini, MSR | Jesse Theys, MSR |
| Greg Dibble, MSR* | Josh Montgomery, MSR* | John Weaver, FC |
| Ben Dishong, MSR | Ed Mullock, MSR | Mike Weigel, FC* |
| Brandon Firestone, MSR | Kevin O'Donnell, MSR | Stephanie Whitlatch, MSR* |
| Barry Garverick, MSR | Charles Paris, MSR | Jon Wilson, MSR |
| Chris Goetz, MSR* | Marjorie Parris, MSR* | |
| Timothy Greco, MSR | Craig Redmond, FC | |

*Supervisor

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| Mission Statement | 3 |
| Overview | 4 |
| Allocations | 11 |
| Grants and Reimbursements | 15 |
| Loans | 17 |
| Local Bridges | 17 |
| Winter Services Agreements | 18 |
| Agility | 18 |
| Pennsylvania's Local Government | 19 |
| PennDOT Services to Local Government | 20 |
| District 1 Report | 21 |
| District 2 Report | 22 |
| District 3 Report | 23 |
| District 4 Report | 24 |
| District 5 Report | 25 |
| District 6 Report | 26 |
| District 8 Report | 27 |
| District 9 Report | 28 |
| District 10 Report | 29 |
| District 11 Report | 30-31 |
| District 12 Report | 32 |
| Financial Consultants Report | 33 |

Mission:

Enhance, connect and add value to our communities by providing a sustainable, equitable transportation system and quality services for all.

Vision:

An enhanced quality of life built on transportation excellence.

STRATEGIC THEMES & VALUES

Safety at All Levels: We value the safety of our employees, customers and partners in all that we do.

Innovation: We pursue and incorporate evolving technologies and innovative practices to improve transportation.

Mobility and Connectivity: We enhance quality of life through investments in equitable, efficient and safe movement of people and goods.

Customer Service: We are committed to providing a positive customer experience for all.

Communication that Fosters Relationships and Encourages New Ideas: We are committed to effective, transparent, timely communication with our employees, customers and stakeholders.

Recruiting, Retaining and Developing a Diverse and Inclusive Workforce: We build a strong team by respecting one another, promoting teamwork and seeking to recruit and empower our diverse workforce.

Effectively Leveraging Available Resources by Modernizing Technology and Assets: We connect Pennsylvania to the world's economy through environmentally and fiscally sustainable, resilient transportation systems.



Overview

PennDOT Municipal Services Representatives and Financial Consultants serve Pennsylvania's municipalities. Each municipality and county has a designated Municipal Services Representative and Financial Consultant.

2,560 → Municipalities

67 → Counties

73,214 → Liquid Fuels Mileage Statewide

39 → Municipal Services Representatives Statewide

67 → Average Municipalities/Counties per Municipal Services Representative

7 → Financial Consultants Statewide

375 → Average Municipalities/Counties per Financial Consultant

843 → Financial Consultants & Municipal Services Representatives Years of Service

19 → Financial Consultants & Municipal Services Representatives Average Years of Service

Overview of Municipal Allocations

Below is the increase in funding allocated by PennDOT since the passage of Act 89 in 2013.

\$393.3 Million → 2013 total PennDOT allocations

\$593.4 Million → 2023 total PennDOT allocations

51% 2013-2023 percent increase in PennDOT allocations



Overview- 2023 Municipal Allocations

The primary role of the Municipal Services Representatives and Financial Consultants is to ensure the proper utilization of funds that PennDOT allocates to municipalities.

\$468.8 Million → 2023 Municipal Liquid Fuels Funds

\$26.9 Million → 2023 County Liquid Fuels Funds

\$25.9 Million → 2023 Act 13 Highway Bridge Improvement Funds

\$5 Million → 2023 Act 44 County Maintenance Funds

\$9.5 Million → 2023 Act 89 Funds

\$37.9 Million → 2023 County \$5 Fee for Local Use Funds

\$19.4 Million → 2023 Highway Transfer Turnback Programs

\$593.4 Million 2023 Total Allocations

Overview- 2023 Grants and Reimbursements

Municipalities are eligible to receive grants and reimbursements that are administered by PennDOT. Below are the amounts provided in 2023.

\$29.5 Million → Automated Red Light Enforcement Program

\$35.5 Million → Green Light Go

\$49.6 Million → Multimodal Fund

\$42.5 Million → Rail Freight Assistance & Rail Trans. Assistance Programs

\$43 Million → Transportation Alternatives Set-Aside

\$200.1 Million Total Grants & Reimbursements

Overview - 2023 Other Funds Available

Municipalities are also eligible to receive other funds administered by PennDOT.

\$151.4 Million → Local Bridges

\$30 Million → Pennsylvania Infrastructure Bank

\$15.5 Million → Winter Municipal Agreements

\$196.9 Million Total Other Funds

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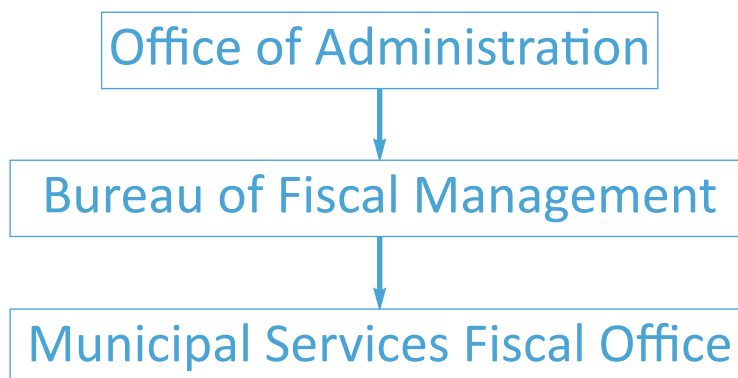
2023 TOTAL: \$990.2 Million

Financial Consultants

The Financial Consulting field staff are a resource for local governments for their Liquid Fuels and other department funded income sources distributed by the Municipal Services Fiscal Office. The Financial Consultants are in contact with the District Municipal Services staff and the Department of the Auditor General in order to keep current on applicable expenditures of funds and are prepared to provide information and guidance to local governments regarding allowable uses of funds, completion of reports, audit preparation, and follow-up.

“From my Department of Community and Economic Development (DCED) position, I have discovered that when entering a township that is in transition from a personnel change of a secretary/treasurer, the Liquid Fuels funds are not usually affected in any way. Whether it be through education or the fact that a Financial Consultant or Municipal Services Representative visits the municipality. I believe that it may be partially due to audits that randomly occur. It also saves me hours when training. I need to only touch on the Liquid Fuels fund and then call Mary Ammann and she is there to properly train the new employee. We have worked hand in hand with several municipalities with great success.”

- Terri Cunkle, Secretary/Treasurer, Goshen Township, Clearfield County & Peer to Peer Program, DCED Governor’s Center for Local Government
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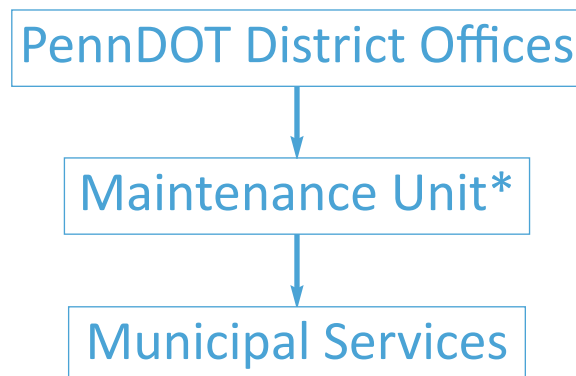


Municipal Service Representatives

Each PennDOT District maintains a Municipal Services Unit staffed with representatives to help municipalities and counties navigate Liquid Fuels Funding and many other programs offered through the Commonwealth. In addition to the **Municipal Liquid Fuels Funding** program, these units may be involved in the following:

- County Liquid Fuels Funding;
- Highway Transfer Turnback Program (Turnback Program);
- Automated Red Light Enforcement Program (ARLE);
- Multimodal Transportation Fund (MTF);
- Green Light Go Program (GLG);
- Winter Municipal Agreements;
- Agility;
- Pennsylvania Infrastructure Bank Loans (PIB);
- Local Bridges;
- and other programs as needed.

While the depth of involvement in each program may vary by District, the units serve as a source of information and direction for municipalities applying for or expending funds from these programs. In addition to funding, MSRs provide technical assistance with roadway safety and maintenance, assist with required reporting, support roadway posting and bonding, and process road additions to the Municipal Liquid Fuels Inventory, on which Liquid Fuels annual allocations are based. Additionally, they serve as a liaison between municipalities and local, regional, state, and federal government agencies and can connect municipalities with various contractors, consultants, and trade groups, as necessary.



*District 8 and District 11 Municipal Services are both in the Design Unit.

Allocations

Municipal Liquid Fuels

The Liquid Fuels Tax Act 655 provides all municipalities, which are in compliance with the Department's guidelines, with annual allocations on March 1st of each year from the state's Motor License Fund. The Act provides that these funds be used for road and bridge construction, reconstruction, and maintenance projects. 50% of the allocation is based on a municipality's local road mileage to the total local road mileage in the state, and 50% on the proportion of a municipality's population to the total population of the state. A municipality's local road mileage is verified by periodic road surveys conducted by the Municipal Services Unit. Population is based on official decennial United States Census Reports. The Municipal Services Unit assists the municipality in the appropriate use of the funds, (i.e., eligibility to receive funds, deposit of funds, investment of funds, loan and bond issues, receipts and expenditures, and repaying bank loans). The Municipal Services Unit must review and inspect that the project was completed in accordance with the scope of work described on the MS-329 (Project Approval Form) and subsequently sign the MS-999 (Final Completion Report). A copy will be returned to the municipality for future audit purposes by the Department of the Auditor General's Office.

The Municipal Liquid Fuels payments are made on March 1st of each year. The MS-965 and Report of Elected Officials are due on January 31st of each year. The Survey of Financial Conditions is due on March 15th of each year.

County Liquid Fuels

The County Liquid Fuels Tax Act of 1931 provides all counties, which are in compliance with the Department's guidelines, with semi-annual allocations in June and December of each year. The Department allocates one-half cent of the tax collected on each gallon of Liquid Fuels to a special fund known as the Liquid Fuels Tax Fund for distribution to counties. The Act provides that these funds be used for road and bridge construction, reconstruction, and maintenance projects, or may be allocated to their political subdivisions for these same purposes. The Act also provides that payments may be made from this fund for property damages that result from road or bridge construction, certain equipment, and bonds becoming due within the current calendar year. In order to receive their Liquid Fuels Tax Fund, each county must submit an annual report showing the receipt, expenditure, and encumbrances for the preceding 12 months. The Municipal Services Unit assists the county in the appropriate use of the funds, (i.e., investments, transfer of funds, loans, bond issues, receipts, expenditures, and reporting). All funds are audited annually by the Department of the Auditor General's Office in accordance with the Fiscal Code.

The County Liquid Fuels payments are made on June 1st and December 1st of each year. The MS-991 Report is due each year on January 31st.

Act 13 Highway Improvement

Act 13 of 2012 establishes a Marcellus Legacy Fund that allocates a portion of the Marcellus Shale Impact Fee to the Highway Bridge Improvement Restricted Account in the Motor License Fund. These funds are distributed to counties (proportionately based on population) and are to be used to fund the replacement or repair of locally owned (county or municipal), at-risk, deteriorated bridges.

The Act 13 Highway Bridge Improvement payments are made to counties on August 15th of each year.

Act 44 County Maintenance

Act 44 provides for an annual allocation to all counties that own public bridges. These allocations are made on December 1st of each year as provided in 75 Pa. C.S. § 8915.6(b)(2). The Commonwealth allocates the funds available through Act 44 to counties based on the ratio of the square footage of deck area of a county's county-owned bridges to the total square footage of deck area of county-owned bridges throughout this Commonwealth. The amount of square footage used shall be that reported as part of the National Bridge Inspection Standards Program. The use of the funds must be in compliance with the Act ([PennDOT PUB 9, 4.6 Appropriate Use of Funds](#)). Funds are available to counties who submit an Act 44 Report by January 31st.

Additionally, there is a series of related Forms showing the receipt and expenditure of funds for the preceding twelve (12) months that need to be completed in coordination with the District Municipal Services Representatives and the County Financial Consultant.

The Forms include:

- MS-44 County Act 44 Funds
- MS-329 Project Approval Form
- MS-999 Completion Report.

Allocations

Act 89 (Formerly Act 26)

This allocation replaces the funding formerly provided to distressed counties allocated under Act 26. It amounts to one percent of the Oil Company Franchise Tax for Highway Maintenance and Construction. All counties in the Commonwealth of Pennsylvania which own public bridges are eligible to receive the funding.

The Commonwealth will allocate available funds to counties based on the ratio of the square footage of deck area of a county's county-owned bridges to the total square footage of county-owned bridges throughout the Commonwealth. The amount of square footage used shall be that reported as part of the National Bridge Inspections Standards Program.

The use of the funds must be in compliance with the Act ([PennDOT PUB 9, 6.6 Appropriate Use of Funds](#)). Funds are available to counties who submit an Act 89 Report by January 31st.

Additionally, there is a series of related Forms showing the receipt and expenditure of funds for the preceding twelve (12) months that need to be completed in coordination with the District Municipal Services Representatives and the County Financial Consultant.

The Forms include:

- MS-89 Report of County Act 89 Funds
- MS-329 Project Approval Form
- MS-999 Completion Report.



County \$5 Fee for Local Use

Act 89, which became law on November 25, 2013, established a special fund within the state treasury called “Fee for Local Use Fund.” Beginning January 1, 2015, a county may pass an ordinance to implement an annual fee of \$5 for each vehicle registered to an address located in that county. The \$5 county fee is collected by PennDOT at the time a vehicle is registered or renewed. These funds will be used by the county for transportation purposes or be allocated by the county in accordance with Section 9010 (c) of the Pennsylvania Vehicle Code. The \$5 county fee is in addition to the registration fee.

The use of the funds must be in compliance with the Act ([PennDOT PUB 9, 5.8 Allowable Uses of Fee for Local Use Funds](#)). The \$5 Fee for Local Use payment is made on June 1st and December 1st of each year.

Additionally, there is a series of related Forms showing the receipt and expenditure for the preceding twelve (12) months that need to be completed in coordination with the District Municipal Services Representatives and the County Financial Consultant.

The Forms include:

- Fee for Local Use Funds Report
- MS-329 Project Approval Form
- MS-999 Completion Report.

Highway Transfer Turnback Program

The Highway Transfer “Turnback” Program allows the transfer of functionally-local state-owned roads, serving a local traffic purpose, from state government to local government ownership. Roads that are candidates for transfer are those that have low average daily traffic, or would benefit the municipality both socially and economically.

After the road is turned back to the municipality, PennDOT provides money to the municipality each year to cover the costs associated with maintaining the roadway at a rate of \$4,000 per mile. PennDOT releases annual maintenance payments on March 1st, two years after the year of transfer.

For more information, visit the Highway Transfer Turnback Page:
<https://www.penndot.pa.gov/Doing-Business/LocalGovernment/TurnbackProgram/Pages/default.aspx>

Grants & Reimbursements

Automated Red Light Enforcement

The Automated Red Light Enforcement Transportation Enhancements Grant Program (ARLE Funding Program) was established in 2010 as a PennDOT-administered competitive grant program in accordance with Vehicle Code (75 Pa.C.S.) §3116(l)(2), §3117(m)(2), and §3370(m)(2) §3117(m)(2). Funding for the program is generated from the net revenue of fines collected through Automated Red Light Enforcement Systems and Automated Speed Enforcement Systems. Grant applications are accepted annually during the month of June.

The primary purpose of ARLE Systems in Pennsylvania is to improve safety at signalized intersections by providing automated enforcement at locations where red light running has been an issue. ARLE is a tool to help improve safety at intersections by delivering an automated enforcement activity that would otherwise be done by a police officer, if enough resources were available. By implementing ARLE, it allows police departments to focus their resources on serious crimes while the ARLE system provides 24/7 automated enforcement at dangerous red light running intersections.

The Department will post yearly revenues available for the ARLE Funding Program into the Pennsylvania Bulletin each spring prior to the submission of applications. No matching funds are required for eligibility in the ARLE Grant Program but cost sharing is encouraged. The intent of this program is to fund worthwhile, relatively low-cost projects that improve the safety and mobility of the traveling public. The types of eligible projects vary widely, from improvements to traffic signals, to roadway improvements at signalized intersections, to school zones, guiderail, and roadside safety. Improvements recommended by LTAP programs such as the Local Safe Roads Communities and Walkable Communities are also eligible.

Green Light Go!

Pennsylvania's Municipal Signal Partnership (Green Light-Go) Program is designed to improve safety and mobility by reducing congestion and improving efficiency of existing traffic signals on state and local highways. The Program was recently updated [Act 101 of 2016 (Enhancing Pennsylvania's Green Light-Go Program)] and is a competitive application and reimbursement grant program requiring a 20% match for municipalities, counties, or planning organizations requesting financial assistance for existing traffic signal maintenance and operations activities.



Grants & Reimbursements

Multimodal Transportation Fund

Act 89 established a dedicated Multimodal Transportation Fund for aviation, freight and passenger rail, public transit, ports and waterways, highway/bridge, and bike and pedestrian projects. The program provides financial assistance to municipalities, councils of governments, businesses, economic development organizations, public transportation agencies, rail/freight, and ports. Eligible projects are those that coordinate local land use with transportation assets to enhance existing communities; projects that relate to streetscape, lighting, sidewalk enhancement, and pedestrian safety; projects that improve connectivity or utilization of existing transportation assets; and projects related to transit-oriented development. Local match from eligible sources in the amount of 30% of the grant award must be provided in order to receive funding.

Rail Freight Assistance Program

The Rail Freight Assistance Program (RFAP) provides financial assistance for investment in rail freight infrastructure. The intent of the Program is to (1) preserve essential rail freight service where economically feasible, and (2) preserve or stimulate economic development through the generation of new or expanded rail freight service. The maximum state funding for a RFAP project is 70% of the total project costs, not to exceed \$700,000.

Rail Transportation Assistance Program

The Rail Transportation Assistance Program (RTAP), otherwise known as Capital Budget, is available to those having a line item in the current Capital Budget Bill. For those who do not have a line item, please contact your local representative or senator to secure a line item. The project can be funded up to 70% of the total project costs, not to exceed the amount of the line item.

Transportation Alternatives (TA) Set-Aside

The Fixing America's Surface Transportation (FAST) Act replaced the Transportation Alternatives Program (TAP) with a set-aside of Surface Transportation Block Grant (STBG) Program funding for transportation alternatives (TA). These set-aside funds include all projects and activities that were previously eligible under TAP, encompassing a variety of smaller-scale transportation projects such as pedestrian and bicycle facilities, recreational trails, safe routes to school projects, community improvements such as historic preservation and vegetation management, and environmental mitigation related to stormwater and habitat connectivity. Eligible applicants include counties, municipalities and educational institutions, such as schools, colleges and universities. This program has been renewed in the Infrastructure Investment and Jobs Act (also known as the Bipartisan Infrastructure Law) of 2021. Pennsylvania receives around \$45 million per year in funds to be competitively awarded in the state.

Loans

Pennsylvania Infrastructure Bank

The Pennsylvania Infrastructure Bank (PIB) is a revolving loan fund administered by PennDOT that offers flexible financing opportunities for eligible transportation improvement projects throughout the Commonwealth. The PIB provides direct, low-interest loans that are repaid over time to help fund transportation projects. Repayments are recycled into new project loans, creating new financing opportunities. The goal of the PIB is to leverage state and federal funds, accelerate priority transportation projects, spur economic development, and assist local governments with their transportation needs.

Local Bridges

Surface Transportation Program (STP) Set-Aside

This federal program provides funding to enable States to improve the condition of their highway bridges through replacement, rehabilitation, and systematic maintenance. These federal funds are applied to bridges off the Federal aid highway system. The federal share is 80%. The 20% match is often met by using 15% from state funds and 5% from local funds. Bridge improvements using these funds must increase the bridge's sufficiency rating to 80 or greater, and the bridge projects must be added to the regional Transportation Improvement Program (TIP).

Bridge Investment Program (BIP)

This federal program provides funding for off system bridges to improve their condition through replacement, rehabilitation, and systematic maintenance. The federal share for state-owned bridges is 80%. The 20% match is often met by using 15% from state funds and 5% from local funds. For bridges off the Federal aid highway system and owned by an entity other than PennDOT (i.e. a municipality), the federal share is 100%. Bridge improvements using these funds must increase the bridge's sufficiency rating to 80 or greater, and the bridge projects must be added to the regional Transportation Improvement Program (TIP).

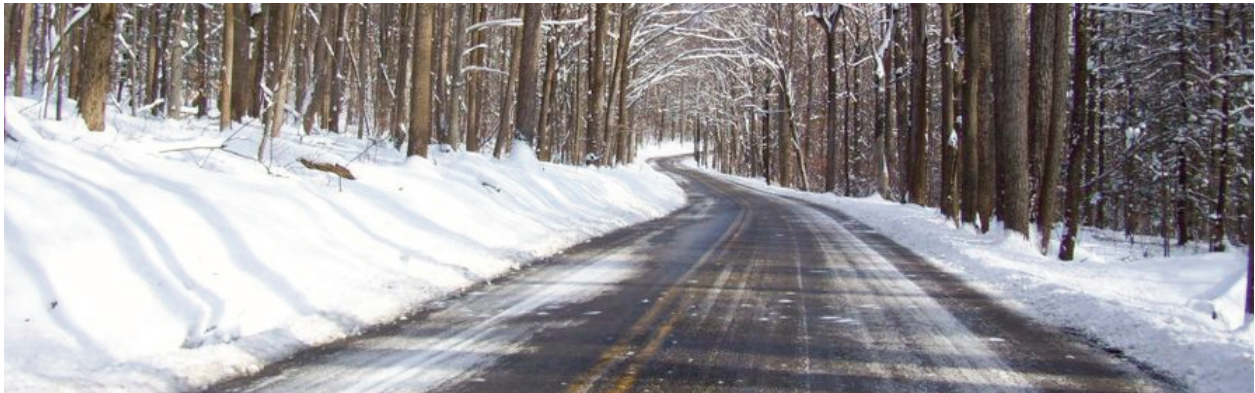
Winter Services Agreements

Winter Services Agreements

A Winter Traffic Standard Agreement allows PennDOT to pay municipalities an upfront annual lump sum to remove snow and ice from state roads from October 15th to April 30th. Agreements can be up to 10 years long (5 initial years, plus up to 5, 1-year renewals) and they have a guaranteed annual rate increase of 2% per year.

Additionally, PennDOT may pay a winter severity adjustment at the end of the season; the amount depends on how the winter relates to PennDOT's five year average historic cost.

To determine if this agreement rate, which varies from county to county, will cover expenses, municipalities should look at the costs of purchasing salt, antiskid materials, and other supplies and providing equipment maintenance, labor, and overhead. Municipalities that want to establish a winter road service agreement should notify their PennDOT district maintenance office.



Agility

Agility

Agility is a program developed by PennDOT which makes it possible to work with eligible partners, including local governments, to exchange services, equipment and staff without monetary payments.

This helps PennDOT and its partners to make the most of limited resources, while developing strong and rewarding relationships.

This means PennDOT and its partners can complete work that otherwise may not have been done, provide better service to the public, and use funds more efficiently and effectively.

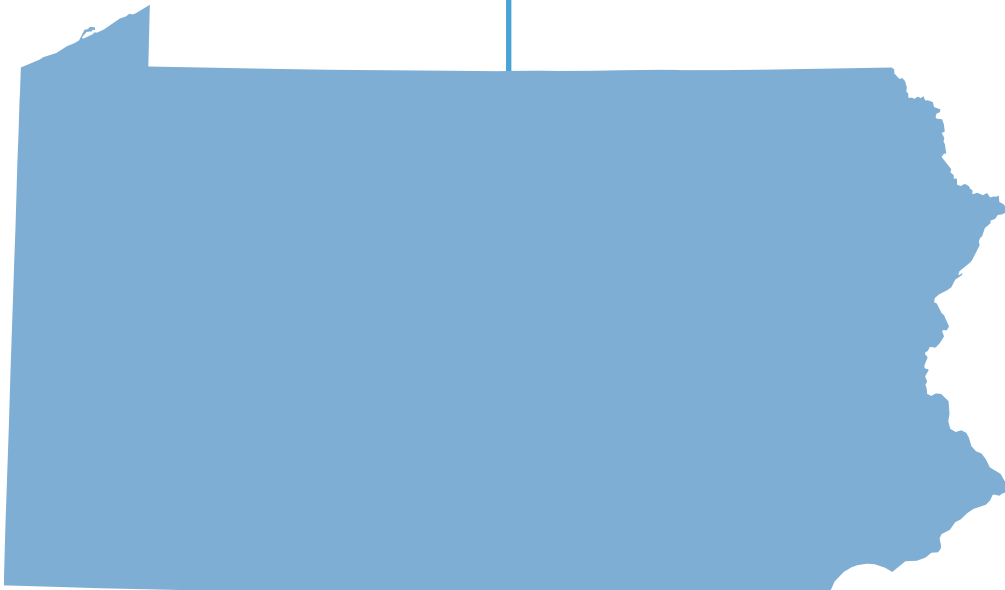
As a result of the Agility Program, PennDOT and its partners can provide smoother, safer and cleaner roads, bridges and roadsides for all our customers.

Pennsylvania's Local Government

Total Counties: 67
Rural Counties: 48
Urban Counties: 19

Total Municipalities: 2,560
Rural Municipalities: 1,649
Urban Municipalities: 911

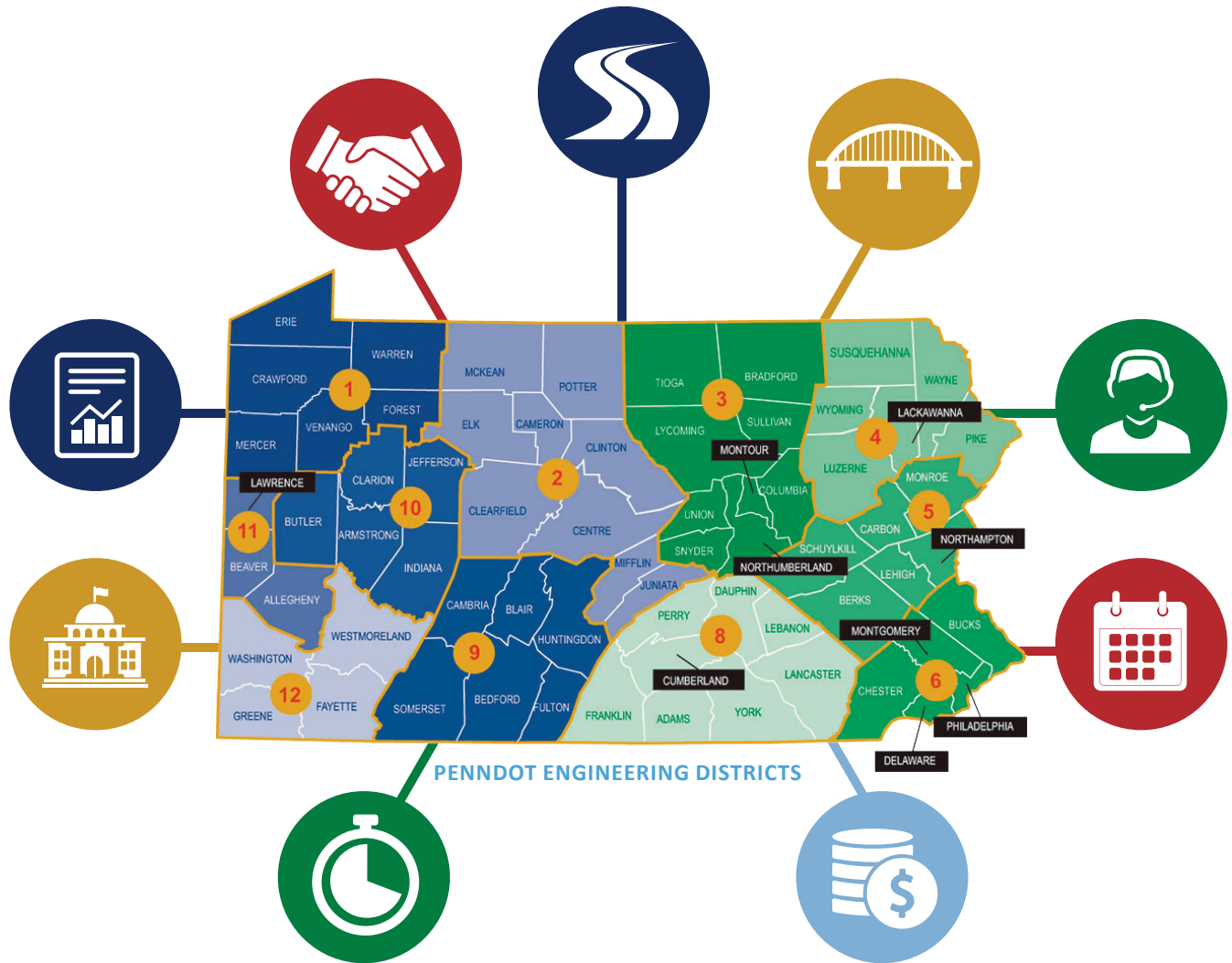
County & Municipal Officials: 46,509
Appointed: 24,259
Elected: 21,250



Municipalities by Type:
1st Class Cities: 1
2nd Class Cities: 1
2nd Class A Cities: 1
3rd Class Cities: 53
Boroughs: 956
1st Class Townships: 93
2nd Class Townships: 1,454
Towns: 1

Municipalities by Population:
<1,000: 792
1,000-2,499: 729
2,500-4,999: 469
5,000-9,999: 307
10,000-14,999: 104
15,000-19,999: 62
>19,999: 97

PennDOT Services for Local Government



Disbursement Dates

March 1st: Municipal Liquid Fuels, Highway Transfer Turnback

June 1st: County Liquid Fuels, Act 89, County \$5 Fee for Local Use

August 15th: Act 13 Bridge Improvements

December 1st: County Liquid Fuels, Act 44 County Maintenance,
Act 89, County \$5 Fee for Local Use

District 1 Report



City of Oil City, Venango County

The completion of East Second Street (SR 2006) Turnback Project. Scope of work consisted of reconstructing the entire roadway.

Municipal Services Unit

| | | |
|-----------------------------|---|---------------------|
| Josh Montgomery, Supervisor | Email: joshmontgo@pa.gov | Phone: 814.678.7142 |
| Jon Wilson | Email: jonwilson@pa.gov | Phone: 814.678.7094 |
| Troy Cyphert | Email: tcyphert@pa.gov | Phone: 814.678.5038 |

Counties: Crawford, Erie, Forest, Mercer, Venango, Warren

Municipalities: 204 Liquid Fuels Mileage: 5,819 Total Disbursements: \$34.7 Million

District 1 Municipal Services Report

Project Approvals: 115 projects were approved by District 1 Municipal Services totaling \$18.6 million for work on local roads and bridges.

County Aid Projects: Erie, Venango and Warren Counties distributed a total of \$996,000 to local municipalities.

Emergency County Aid Projects: Erie County distributed \$47,824 to two municipalities that sustained damage due to flooding.

Cooperative Bidding: Municipal Services assisted with the administration of four joint municipal seal coat contracts that included 59 municipalities totaling approximately \$2.4 million.

\$5 Fee for Local Use: Erie County has allocated \$4.4 million to municipalities to assist with repair or replacement of 8 local bridges.

Highway Transfer (Turnback) Program: Municipal Services executed the transfer of a state road totaling 1.09 miles to two municipalities. Construction has been completed on another highway transfer project totaling 0.49 miles. The District is in the legal process with another municipality which will result in the transfer of 0.84 miles and is also having discussions with three other municipalities that could result in an additional transfer of 2.22 miles.

Agility Program: District 1 currently has agility agreements with 65 municipalities.

Winter Maintenance Agreements: District 1 currently has 32 winter maintenance agreements with municipalities.

District 2 Report



“How are you paying for it?”

That is a very important question that should be addressed very early in the process for any project.

Liquid Fuels funding is only one part of the potential funding success of a project. Multimodal (PennDOT and DCED), Federal Funding, ARLE, Act 13, 89, 44, TIP funds, and Agility are some of the other sources that can impact a project in a big way. In addition, the requirements for each vary widely and can cause the project scope and cost to change drastically.

Municipal Services personnel in District 2, and across the state, possess a breadth and depth of knowledge to effectively guide our municipal partners through the fiscal maze of public funding. It is always our goal to identify issues and impacts early and provide practical guidance so municipalities can proceed knowing the risk and eventual outcome.

Municipal Services Unit

G. Randy Albert, P.E., Supervisor Email: galbert@pa.gov Phone: 814.765.0408

Clearfield and McKean Counties

Shawn Agosti Email: sagosti@pa.gov Phone: 814.765.0508

Juniata, Mifflin, and Centre Counties

Matt Kenepp Email: hkenep@pa.gov Phone: 814.765.0509

Cameron, Clinton, Elk, and Potter Counties

Daren Stover Email: dstover@pa.gov Phone: 814.765.0589

Municipalities: 216 Liquid Fuels Mileage: 4,379 Total Disbursements: \$26.8 Million

District 2 Municipal Services Report

Liquid Fuel Projects: 151 projects valued at \$13.7 million.

Multimodal Projects: 9 active projects with grants totaling \$7.7 million.

Local Bridge Projects: 12 active projects valued at \$3.7 million.

District 3 Report



District 3 Municipal Services specialists work closely with our local government officials in many programs offered by PennDOT, including the Turnback Program. The primary objective of the Highway Transfer (Turnback) Program is to provide for the rehabilitation, maintenance, and transfer of highways identified as functionally local state highways to the municipalities in which the roads are located. The turnback of a roadway is done on a cooperative and voluntary basis. Turnbacks also

offer the municipality the opportunity to improve their local transportation system, further develop their community, and provide a positive impact on the economic development of their community. This photo is the completed turnback rehabilitation of SR 1037, Bradford County.

Municipal Services Unit

Greg Dibble, Supervisor
Barry Garverick
Brian Haight
Steven Kehoe

Email: grdibble@pa.gov
Email: bgarverick@pa.gov
Email: bhaight@pa.gov
Email: skehoe@pa.gov

Phone: 570.368.4239
Phone: 570.368.4240
Phone: 570.368.4241
Phone: 570.368.4242

Counties: Bradford, Columbia, Lycoming, Montour, Northumberland, Snyder, Sullivan, Tioga, Union

Municipalities: 270 **Liquid Fuels Mileage:** 6,331 **Total Disbursements:** \$36.1 Million

District 3 Municipal Services Report

Municipal Construction and Maintenance

Project Estimates: Performed 260 roadway construction, roadway maintenance and bridge estimates.

Municipal Construction and Maintenance

Contract Development: Generated 204 roadway construction and maintenance contracts.

County Aid Projects: Approved 75 local construction and maintenance county aid projects which utilize County funding within Lycoming and Snyder Counties totaling \$185,900.

District Highway Transfer (Turnback) Program:

Coordinated with municipalities in 2023 to transfer four state owned roadways. The total proposed turnback mileage is 8.258 with a combined cost of over \$13.0 million.

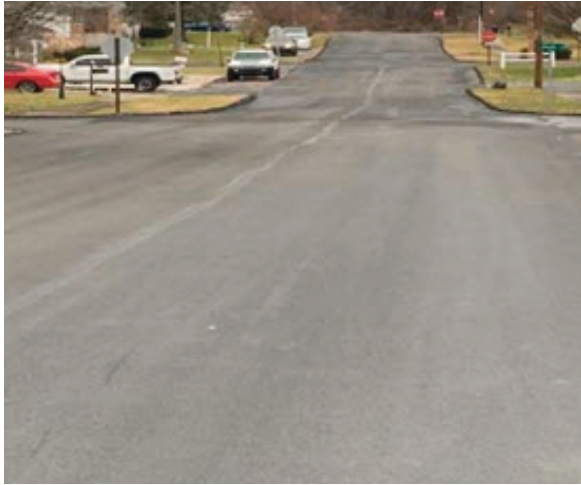
Dirt and Gravel and Low Volume Road

Program: Assisted the County Conservation Districts with municipalities in generating dirt and gravel and low volume road project estimates and contracts according to the Conservation Districts' guidelines. In 2023, estimates and contracts were generated for 15 separate municipalities totaling more than \$1.35 million.

Agility Program: Assisted county maintenance departments with the coordination of agility program projects by identifying roadway and bridge maintenance needs. This enables the sharing of services between local government agencies and PennDOT with money savings for both.

PennDOT Outreach: Conducted seven in-person outreach meetings with local government officials throughout District 3's nine county area. The meetings were designed to improve on communication between state and local officials. Seven different units within District and County offices were represented at each event.

District 4 Report



Taylor Borough, Lackawanna County

Taylor Borough, Lackawanna County finished its 2023 paving project last fall. Taylor originally put this project out to bid in the fall of 2022 and received a very high bid. With the help of their MSR and the Borough Engineer, the borough put out a new bid in March of 2023 with almost double the work and received a bid for just about the same price as the fall bid, saving the borough several hundred thousand dollars. This work was comprised of milling and overlay in two large neighborhoods in the borough. The total cost of the new project was \$955,000, of which \$110,000 was Liquid Fuels funds and the balance was paid with the borough's General funds and American Rescue Plan Act funds.

Municipal Services Unit

Chris Goetz, Supervisor
Jeff Roback
Ed Sumski

Email: cgoetz@pa.gov
Email: jroback@pa.gov
Email: esumski@pa.gov

Phone: 570.963.4117
Phone: 570.963.4053
Phone: 570.963.4052

Counties: Lackawanna, Luzerne, Pike, Susquehanna, Wayne, Wyoming

Municipalities: 220 **Liquid Fuels Mileage:** 4,775 **Total Disbursements:** \$35.0 Million

District 4 Municipal Services Report

Liquid Fuels Construction Projects: More than 70 projects totaling over \$18.5 million on local roads and bridges in District 4.

County Aid: Approved 24 maintenance and construction projects throughout Wyoming County totaling more than \$130,000.

Municipal Construction and Maintenance Contract Development: Produced 66 roadway construction and maintenance contracts and estimates totaling \$9.3 million.

PennDOT Connects: Attended statewide steering committee meetings for PennDOT Connects to assist the Planning and Programming unit with the needs of local communities on construction projects.

Agility Program: Coordinated and assisted county maintenance staff with agility agreements and workplans throughout the District. Also, promoted at any municipal meetings that our staff attended.

\$5 Fee for Local Use: Lackawanna and Pike Counties have enacted this fee for local bridges.



Bethlehem Township, Northampton County, Cold In-Place Recycling

Bethlehem Township, Northampton County put out a contract for Cold In-Place Recycling with scratch and overlay courses for their 2023 road project. The contract consisted of 30,072 square yards of Cold In-Place Recycling, 4" depth, 60,144 gallons of emulsified asphalt, 902 tons scratch/leveling course, and 2,707 tons 9.5 mm wearing course. There were also line items for the mix design and repair of soft areas in the subgrade. The work was completed in a residential neighborhood with where the existing roads had utility patches and longitudinal, transverse, and alligator cracking. The successful bidder was Recon Construction Services and Bracalente Construction was the subcontractor who did the paving. The project utilized 100% Liquid Fuels funding to cover the \$840,308.00 cost.

Municipal Services Unit

| | | |
|------------------------|--------------------------|---------------------|
| John Davis, Supervisor | Email: johndavis@pa.gov | Phone: 610.871.4151 |
| Charles Paris | Email: chparis@pa.gov | Phone: 610.871.4152 |
| Kevin O'Donnell | Email: keviodonne@pa.gov | Phone: 610.871.4150 |

Counties: Berks, Carbon, Lehigh, Monroe, Northampton, Schuylkill

Municipalities: 244 Liquid Fuels Mileage: 7,749 Total Disbursements: \$63.9 Million

District 5 Municipal Services Report

Municipal Construction Contract Development and Reviews: 118 contracts totaling \$30.9 million.

Municipal Maintenance and Other Contract Reviews: 34 contracts totaling \$4.4 million.

County Bridge and Road Projects Project Approvals: 34 project approvals totaling \$22.8 million.

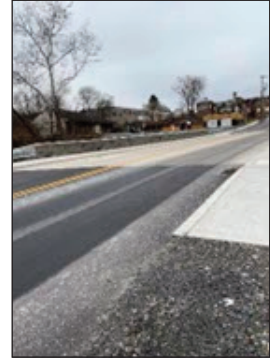
Liquid Fuels Mileage Additions: In 2023, District 5 added 11.30 miles of roadways to their municipalities' Liquid Fuels inventory.

Highway Transfer (Turnback) Program: In 2023, District 5 finalized one turnback with a value of \$2.2 million with the Department contributing \$1.5 million and the municipality \$704,000 of their own funds to augment the turnback funding. District 5 is currently working on one bridge turnback, one road swap, and assisting Permits with a road abandonment/vacation.

Pennsylvania Infrastructure Bank (PIB) and Other Municipal Bank Loans Oversight: District 5 Municipal Services has oversight of \$12.2 million in municipal bank loans to be re-paid with Liquid Fuels funds.

PennDOT Connects: District 5 Municipal Services continues to assist the Design and Maintenance Units with contacting local municipalities for the PennDOT Connects field meetings and calling municipalities as needed to ensure municipal attendance at the field meetings.

District 6 Report



Bridge 177 Replacement - Sterigere Street Montgomery County

The project consisted of the replacement of Sterigere St. Bridge over Stony Creek in Norristown. The bridge replacement is a 2 - span composite with a center pier and 6 - 33" x 31" pre-stressed bulb tee beam longitudinal supports. The structure has a 110 foot span length with an 9" thick deck including a wearing surface. The 55'-2-3/4" structure width includes 2 - 18 to 20 foot travel lanes, 2 variable width sidewalks and 2 - 3'-6" high x 1'-6" wide vertical wall barriers. The work also included erosion and sedimentation controls, drainage, guiderail, signage, delineators, pavement markings and restoration of the disturbed areas.

Municipal Services Unit

| | | |
|------------------------------------|-------------------------|---------------------|
| Marjorie Parris, Acting Supervisor | Email: mparris@pa.gov | Phone: 610.205.6540 |
| Brian Dayton | Email: bdayton@pa.gov | Phone: 610.205.6542 |
| Timothy Greco | Email: tgreco@pa.gov | Phone: 610.205.6537 |
| Peter Mancini | Email: pemancini@pa.gov | Phone: 610.205.6538 |
| Edward Mullock | Email: emullock@pa.gov | Phone: 610.205.6539 |

Counties: Bucks, Chester, Delaware, Montgomery, Philadelphia

Municipalities: 238 **Liquid Fuels Mileage:** 11,299 **Total MLF Disbursements:** \$146.2 Million

District 6 Municipal Services Report:

Project Approvals: 159 projects approvals totaling \$73.1 million for work on local roads and bridges in District 6.

Bridges: In 2023, 9 bridges were demoed and replaced, and 4 bridges were rehabbed in Montgomery County utilizing bond proceeds. The 3 bonds are currently funded by the \$5 Fee for Local Use. In 2023, 3 bridges were historically preserved in Chester County, funded by the \$5 Fee for Local Use funds.

Project Assistance: The Municipal Services Unit assists with measuring project lengths, preparing cost estimates, assisting with preparation of bid packages, and advertisements.

PennDOT Connects: The Municipal Services Specialists leveraged their District contacts and existing relationships with municipal officials to continue to assist in the PennDOT Connects initiative.

Mileage Additions: 30.15 miles of roadway were added to the Liquid Fuels inventory.

Pennsylvania Infrastructure Bank (PIB) and Municipal Bank Loans Oversight: District 6 Municipal Services has oversight of \$39.4 million in municipal bank loans to be re-paid with Liquid Fuels funding.

District 8 Report



Carroll Valley Borough, Adams County

Carroll Valley Borough, Adams County was having an issue with one of their roads near the back side of Liberty Mountain ski resort due to an increase of traffic. As a result, the roadway started to show cracking and clay coming to the surface. The borough received quotes to repair the road. After reaching out to District 8 Municipal Services, it was determined that the borough could perform the work using their forces to place underdrain and clean out the shoulder drainage ditch, saving the borough approximately \$15,000 to \$20,000 in repairs. All work was performed per RC-30 in Pub 72M. After repairs were made, the entire length of roadway was paved using FB2 at 3 inches in depth.

Municipal Services Unit

Jim Leshner, Supervisor

Email: jalesher@pa.gov

Phone: 717.787.4381

Rick Levan

Email: rlevan@pa.gov

Phone: 717.787.4378

Marcus Lepperd

Email: mlepperd@pa.gov

Phone: 717.775.8639

Counties: Adams, Cumberland, Dauphin, Franklin, Lancaster, Lebanon, Perry, York

Municipalities: 316 **Liquid Fuels Mileage:** 11,001 **Total Disbursements:** \$87.8 Million

District 8 Municipal Services Report

Project Approvals: 149 projects approvals totaling \$40 million for work on local roads and bridges in District 8, not including projects created for previous years.

Project Assistance: The Municipal Services Unit assists with measuring project lengths, preparing cost estimates, assisting with preparation of bid packages, and advertisements.

County Aid Projects: 25 projects totaling \$146,000 were approved using county funding.

Green Light Go: 8 projects were approved.

Mileage Additions: 21.15 miles of roadway were added to the Liquid Fuels inventory.

Pennsylvania Infrastructure Bank (PIB) and Municipal Bank Loans Oversight: Three loans were executed in 2023 for \$2,645,900.

Municipal Training: The Municipal Services Unit meets with new secretaries, elected supervisors, public works directors, roadmasters, and county officials to provide training on the use of Liquid Fuels funding, assisting them with completing required documents, and promoting other services including winter maintenance, agility, turnbacks, PIB Loans, COSTARS, and PennDOT Connects.

Municipal Outreach: Annually, we are committed to conducting outreach and training where municipal officials gather at statewide conferences, county conventions, and other local venues.

District 9 Report



Red Mill Bridge Replacement Project in Blacklick Township, Cambria County.

The bridge is owned by Cambria County and was closed to traffic for approximately 10 years. The project was funded with Act 44, Act 89 and \$5 County Fee for Local Use.

Municipal Services Unit

Mike Bowser, Supervisor
Jesse Theys
Ben Dishong

Email: mibowser@pa.gov
Email: jtheys@pa.gov
Email: bdishong@pa.gov

Phone: 814.696.7220
Phone: 814.696.7221
Phone: 814.696.7222

Counties: Bedford, Blair, Cambria, Fulton, Huntingdon, Somerset

Municipalities: 236 **Liquid Fuels Mileage:** 4,643 **Total Disbursements:** \$28.1 Million

District 9 Municipal Services Report

Project Approvals: 203 municipal projects valued at over \$15.4 million.

Project Management: District 9 oversees the local municipal governments' Municipal Liquid Fuels and Turnback monies received on a yearly basis.

Engineering Services: District 9 assists in providing basic engineering services to municipal governments to help lower engineering costs to save taxpayer money on Liquid Fuels road projects.

Grant Programs: District 9 oversees Act 89 PennDOT Multimodal, DCED Multimodal, Automatic Red Light Enforcement (ARLE), and Green Light Go grant funds.

Dirt and Gravel Roads Program: District 9 assists the Conservation Districts by setting up the advertising and bid packages for those municipalities who are awarded grants.

PennDOT Connects: District 9 uses the PennDOT Connects process to engage municipalities on projects and provides an Annual Outreach Meeting in the spring of every year to help keep local government and taxpayers informed of PennDOT projects, which helps make planning a smoother process.

Conferences and Seminars: District 9 attends local government conferences and seminars and presents any new information regarding the use of Liquid Fuels, upcoming projects, technical information, and other general updates.

Municipal Training: District 9 Municipal Services Unit continually meets with new secretaries, elected supervisors, public works directors, roadmasters, and county officials to provide training on the use of Liquid Fuels funding. Additionally, assistance is regularly provided for completing any required documents and reports and we are heavily involved in providing guidance and technical assistance on local road projects.

District 10 Report



Completed Turnback of SR 1025,
now Main Street, in Marion Center
Borough, Indiana County

"The Board of Supervisors of Oakland Township would like to express our sincere gratitude for [Cory Shaffer's] help in applying for and securing the PennDOT Multimodal Transportation Fund grant. You are always very kind and helpful anytime we meet. We appreciate your input, whether it involves planning and construction, Liquid Fuels, finding out setbacks or sending us information you feel may benefit us. Thank you!"

– Oakland Township Board of Supervisors

Municipal Services Unit

James Schepis, Supervisor

Email: jschepis@pa.gov

Phone: 724.422.1118

Butler and Western Armstrong Counties

Cory Shaffer

Email: corshaffer@pa.gov

Phone: 724.422.1116

Clarion and Jefferson Counties

Marc Skarbek

Email: mskarbek@pa.gov

Phone: 724.422.1115

Indiana and Eastern Armstrong Counties

James Bregenti

Email: jbregenti@pa.gov

Phone: 724.422.1117

Municipalities: 208 Liquid Fuels Mileage: 5,192 Total Disbursements: \$30.5 Million

District 10 Municipal Services Report

Construction and Maintenance Projects: Completed 79 construction and maintenance projects representing a total of just over \$9.5 million.

County Aid Projects: Assisted municipalities with submitting 40 county aid projects which totaled \$505,000.

PennDOT, DCED, Local Share Account (LSA) and Multimodal Transportation Fund Assistance:

Assisted in the completion of 5 multimodal projects representing a total of \$1.4 million. Coordinated 18 applications requesting over \$12 million in grant funding. District 10 will continue to work with municipalities in implementing projects that receive multimodal grant funding.

Winter Snow Agreements: Municipal Services helps each county in coordinating payments for our 21 Winter Services agreements.

Dirt and Gravel and Low volume Roads: Assisted in the development of 4 projects for local governments valued at \$280,000.

RAISE Grant (Federal): Municipal Services assists local municipalities in submitting applications for Federal grants too.

Highway Transfer (Turnback) Program: District 10 continues to assist South Buffalo Township, Armstrong County in the completion of White Rock Road Turnback rehabilitation. We helped to secure an additional \$1.4 million for final rehab. We continue to look for roads that make sense to be turned back to local governments.

District 11 Report



Turnback of Watts Mill Road involving Darlington and South Beaver Township on either side of a historic bridge rehabilitation by Beaver County.

Watts Mill Road Turnback, South Beaver Township and Darlington Borough, Beaver County

Municipal Services Unit

Barry DeAngelis, Supervisor

Email: badeangeli@pa.gov

Phone: 412.429.4813

Tony Ryan

Email: anryan@pa.gov

Phone: 412.429.4812

Tim Tagmyer

Email: ttagmyer@pa.gov

Phone: 412.429.4809

Counties: Allegheny, Beaver, Lawrence

Municipalities: 208 Liquid Fuels Mileage: 5,997 Total Disbursements: \$64.2 Million

District 11 Municipal Services Report

Construction Items: Administrative oversight of 35 approved construction projects totaling \$11.8 million and 57.11 total miles paved. Allegheny County utilized the \$5 fee and County Liquid Fuels funding to complete an inhouse paving project for a total of \$3,650,989. Beaver County completed \$609,666 of paving at multiple sites utilizing the \$5 fee and Act 89, for a total of 2.0 miles of newly paved roadway. Lawrence County (County Aid Projects) included administrative oversight of 36 projects approved totaling \$3,092,542.

Maintenance Items: Surface treatment, seal coatings, and mechanical patching type operations totaling \$1.5 million for a total of 47.21 miles sealed, treated, and stabilized. Provided guidance and audit trail paperwork for a variety of equipment purchases for multiple municipalities totaling \$381,986.

Mileage Additions and Deletions: There were 0.57 miles added to the local transportation system. Worked with local government, central office, and district officials to execute all phases of district abandonments, vacations, adoptions and turnback agreements.

PennDOT Connects: Unit personnel have been participating in PennDOT Connects steering committee webinars and community outreach meetings. We had excellent participation for the 2023 Outreach Training Session.

Conference Attendance: Attended the 2023 Mid-Atlantic Roadway Management Conference.

Continued on page 31

District 11 Report

Continued from page 30

Technical Support: The District 11 Municipal Services Unit serves as the local government point of contact concerning issues with state and local roadways, including jurisdictional or maintenance responsibility questions, troubleshooting of roadway hazard issues, or interpretation of Department standards and specifications.

Municipality Assistance: Reviewed all District municipalities and counties for allocation certification including: end of year actual use of Liquid Fuels compliance, submission of all required Department forms, and remediation of Commonwealth contractor responsibility obligations. Assistance was also provided for DCED form submission and dotGrants training.

Programs Support: Local government liaison for Department Services Programs, including frequently asked questions, process navigation, and program administration contact information.



District 12 Report



**New Stanton Borough,
Westmoreland County**

New Stanton Borough, Westmoreland County recently completed the replacement of a structurally deficient bridge with a box culvert. The bridge was part of the turnback of a portion of SR 3071 through the Highway Transfer Turnback Program. Pugliano Construction Company of Pittsburgh was awarded the bid at \$849,977 and completed construction in just under 3 months.

Municipal Services Unit

Stephanie Whitlatch, Supervisor
Brandon Firestone
Jonna Knapik

Email: swhitlatch@pa.gov
Email: bfirestone@pa.gov
Email: joknapik@pa.gov

Phone: 724.415.3528
Phone: 724.439.7273
Phone: 724.439.7136

Counties: Fayette, Green, Washington, Westmoreland

Municipalities: 199 **Liquid Fuels Mileage:** 6,093 **Total Disbursements:** \$39.8 Million

District 12 Municipal Services Report

Project Approvals (439 Funds): 82 project approvals totaling \$24.9 million for work on local roads and bridges in District 12.

Maintenance (438 Funds): \$11.9 million from Liquid Fuels funding utilized to maintain local roads. This includes pothole patching, seal coating, and various other maintenance activities.

Mileage Additions: 14.24 miles of roadway were added to the Liquid Fuels inventory.

Highway Transfer (Turnback) Program: District 12 has two current turnbacks with one being negotiated.

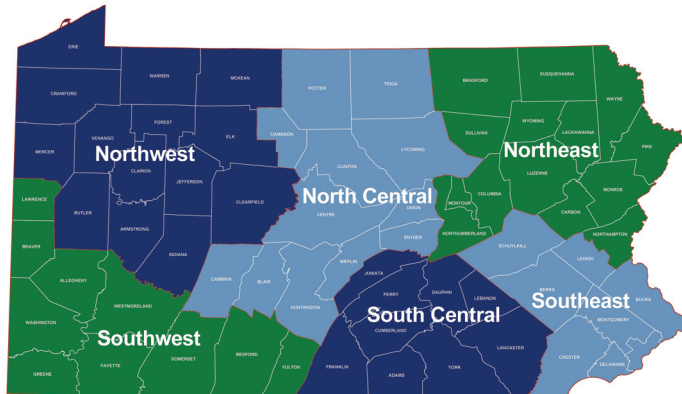
Incident Command Center: The Municipal Services Unit supports the District by manning the Incident Command Center during declared incidents. Duties included collecting information from the counties and relaying that information to the Area Command Center statewide to improve situational awareness.

District Municipal Liaison: Assisted County Maintenance units with drainage issues on state and local roads in townships, boroughs and cities by investigating problems, determining maintenance responsibilities, and realizing viable solutions. District 12 oversees Act 89 PennDOT Multimodal Transportation Fund projects if the awardee picks Pub 9 oversight.

ISO 9001 Project Delivery Certification: Municipal Services personnel supported the District's ISO 9001 Certification by auditing assigned processes for completeness and effectiveness in a timely manner.

PennDOT Connects: The District 12 Municipal Services Representatives leveraged their contacts and existing relationships with municipal officials to assist in the implementation of the PennDOT Connects initiative. Municipal Services personnel contacted local officials to stress the importance of their participation in the Scoping Field Views and attended the meetings to support the local governments.

Financial Consultants Report



Financial Consultants Coverage Areas

Financial Consultants Unit

| | |
|---|--|
| Michael Weigel, Supervisor Email: mweigel@pa.gov | Region: North Central Phone: 484.274.3674 |
| Mary Ammann Email: mammann@pa.gov | Region: Northwest Phone: 814.883.3631 |
| Vacant | Region: Southeast |
| Earl Helbing ehelbing@pa.gov | Region: Northeast Phone: 610.533.8908 |
| John Weaver Email: johnweav@pa.gov | Region: Southwest Phone: 724.989.8110 |
| Vacant | Region: South Central |
| Craig Redmond Email: credmond@pa.gov | Region: All Counties Phone: 717.705.1716 |

Financial Consultants Coverage Areas

- Northwest:** 14 Counties; 492 Municipalities
- North Central:** 12 Counties; 378 Municipalities
- Northeast:** 14 Counties; 445 Municipalities
- Southeast:** 8 Counties; 401 Municipalities
- South Central:** 9 Counties; 333 Municipalities
- Southwest:** 10 Counties; 511 Municipalities

I would like to express my appreciation for [PennDOT] representatives in our region. I am a new manager for Lancaster Township in Butler County. I have limited experience with Liquid Fuels reporting, among other things. Mary Ammann spent a good bit of time reviewing and explaining these functions. I feel I have a good grasp on things after meeting with her. [District 10 Municipal Services Representative] Cory Shaffer has also been very helpful. It is surprising and wonderful to have this level of service in such a large government organization. Kudos to you PennDOT for hiring these people.

– Mary E. Hess, Township Manager - Lancaster Township, Butler County

"I need to express whole heartedly that Mike Weigel has to be one of the best employees that represents the Department of Transportation. With his skill and work ethic, he has helped me through a challenging time. Steelton Borough is currently going through some major changes and I was assigned to navigate the paperwork associated with Liquid Fuels funding with no experience. I found an error that prevented me from starting the 2022 report. With patience and positivity, Mike was able to guide me through the process. He is truly amazing at what he does. I can't thank him enough for all of his time and, again, positive energy. You are very lucky to have such a hard working employee!!"

– Rosemarie Paul, Steelton Borough Assistant Secretary/Treasurer

Financial Consultants Report Monitoring Reviews

249 Liquid Fuel Tax Funds analyses to ensure compliance with regulations and laws.

Financial Consultations

888 technical assists on any financial matters impacting Pennsylvania municipalities.

dotGrants Training

199 face to face trainings on accessing dotGrants and submitting online version of required reports.

Additional Contacts

5,108 other types of general assistance to local governments and PennDOT based on their experience and institutional knowledge.

