

**BOARD OF COMMISSIONERS**  
**REVISED AGENDA**  
**Monday, August 12, 2019 - 6:30 PM**

Pledge of Allegiance

Notice of Executive Session preceding the Board of Commissioners meeting of August 12, 2019

1. Consent Agenda

- a) Disbursement Review & Approval
- b) Approval of minutes of the Board of Commissioner meeting of July 8, 2019 & July 15, 2019
- c) Acceptance of Department Monthly Reports
- d) Acceptance of HARB Certificates:
  - HARB-2019--09 – 224 Lansdowne Avenue – Install new asphalt shingle roof. Install new front steps and covered porch floor. Install new aluminum/wood windows with simulated divided lite to match existing lite configuration. Install new composite trim. Existing damaged stucco to be replaced with composition clap board siding. Addition off side and back of existing house to match.
  - HARB-2019-11 – 406 Woodland Avenue - Revision to garage renovations/additions from previous submittal (HARB-2019-01)
  - HARB-2019-12 – 401 Chestnut Lane – Front porch addition.
  - HARB-2019-13 – 220 Lenoir Avenue - Creation of a one-story addition to add a family room, mudroom with laundry and new basement access while also planning for aging in place.
- e) Resolution #2019-81- Authorizing the TE-160 Maintenance Agreement for the Proposed Traffic Signal at King of Prussia and Raider Roads
- f) Final Staff Traffic Committee Meeting Minutes – July 17, 2019
- g) Resolution #2019-74 - Authorizing Gilmore & Associates to provide design and bidding documents for the King of Prussia Crosswalk at Glenmary Road, in the amount of \$39,000
- h) Resolution #2019-79 - Approving the Property And Casualty Insurance Binder For Coverage Beginning August 1, 2019 through July 31, 2020
- i) Resolution #2019-84 – Awarding the Design, Plans, Bidding Documents & Specifications Contract for the Morris Road Tree Planting Project (2019 Bond Issuance) to Carroll Engineering in the Amount of \$36,200
- j) Waiver Request: Section 245-22, Groundwater Recharge, 515 Brookside Avenue
- k) Resolution #2019-75 - Award of the Wayne Business Overlay District (WBOD) paving and tree planting project to Gessler Construction in the Amount of \$524,299
- l) Motion to Authorize the Engineering Department to Receive Sealed Bids for the Malin Road Culvert Replacement

2. Public Participation - *Individual comment shall be limited to not more than five (5) minutes per Board policy*

3. Announcement of Boards and Commission Vacancies

4. Possible Appointments to Various Boards and Commissions

5. Committee Reports

A. Discussion regarding Dam structures in Radnor Township

B. Resolution #2019-83 - Authorizing the payments of Change Orders 1-5 for the Park Improvements Project for Bo Connor and Warren Filipone Parks, to Gessler Construction, in the amount of \$45,467

C. Discussion regarding the authorization for a security camera installed at the corner of Morris & Sugartown (*requested by Commissioner Abel*)

D. Resolution #2019-82 - Awarding the Contract for an Implementation Plan and Funding Strategy for the Darby Paoli Multi-use Trail to McMahan & Associates in the amount of \$12,200

E. Initiative to advertise the environmental & cost saving advantages of compost (*requested by Commissioner Farhy*)

F. Trash and Recycling Review & Possible Recommendation *(requested by Township Manager)*

G. Discussion of Tree Maintenance and Sidewalks

6. Reports of Standing Committees of the Board

7. New Business

8. Old Business

- Update on Flood prevention initiatives *(requested by Commissioner Abel)*

9. Public Participation

10. Adjournment



**RADNOR TOWNSHIP**  
**DISBURSEMENTS SUMMARY**  
**August 12, 2019**

The table below summarizes the amount of disbursements made since the last public meeting held on July 8, 2019. As approved by the Board, the Administration is now making weekly accounts payable disbursement batches and publishing those lists on the Township's web site at the following link. Please refer to those files for a detailed listing of the amounts paid by vendor by account code. Also, please visit the [Open Finance](#) program to view the Township's [Checkbook](#), where all vendor payments are available.

Link: <http://radnor.com/728/Disbursements-List>

Fund (Fund Number)	2019-7A July 11, 2019	2019-7B July 15, 2019	2019-7C July 18, 2019	2019-7D July 25, 2019	Total
General Fund (01)	\$469,281.13	\$478.13	\$319,308.08	\$116,086.61	\$905,153.95
Sewer Fund (02)	1,534.94	0.00	50,086.55	1,689.61	53,311.10
Storm Sewer Management (04)	40,146.06	0.00	34,986.85	0.00	75,132.91
Capital Improvement Fund (05)	87,575.55	0.00	407,168.29	39,672.50	534,416.34
Police Pension Fund (07)	5,472.90	0.00	0.00	0.00	5,472.90
OPEB Fund (08)	26,946.94	0.00	135,081.02	123.35	162,151.31
Escrow Fund (10)	3,000.00	0.00	0.00	0.00	3,000.00
Civilian Pension Fund (11)	4,879.03	0.00	0.00	0.00	4,879.03
Investigation Fund (12)	160.74	0.00	0.00	0.00	160.74
Comm. Shade Tree Fund (15)	38,500.00	0.00	0.00	0.00	38,500.00
Police K-9 Fund (17)	0.00	0.00	573.75	0.00	573.75
\$8 Million Settlement Fund (18)	0.00	0.00	0.00	3,735.32	3,735.32
The Willows Fund (23)	54.35	0.00	0.00	89.40	143.75
Library Improvement Fund (500)	0.00	0.00	4,759.00	0.00	4,759.00
Park & Trail Improvement Fund (501)	0.00	0.00	1,492.55	12,068.57	13,561.12
<b>Total Accounts Payable Disbursements</b>	<b>\$677,551.64</b>	<b>\$478.13</b>	<b>\$953,456.09</b>	<b>\$173,465.36</b>	<b>\$1,804,951.22</b>
<i>Electronic Disbursements</i>	n/a	n/a	n/a	n/a	\$1,400,554.46
<b>Grand Total</b>	<b>\$677,551.64</b>	<b>\$478.13</b>	<b>\$953,456.09</b>	<b>173,465.36</b>	<b>\$3,205,505.68</b>

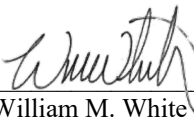
In addition to the accounts payable checks, the Township also has various electronic payments including payroll, debt service, credit card purchases and fees as well as others from time to time. The attached table reflects all the electronic payments made since the last public Board meeting as well as those anticipated prior to the next Board meeting.

The Administration has adopted various internal control and processing procedures to ensure that amounts obligated are within the budgetary limits established by the Board of Commissioners. Those procedures are monitored daily by members of the Finance Department and responsible employees of the various departments. The amounts included in the table above have been scrutinized as part of the internal control and processing procedures and have obtained the required approvals prior to disbursement.

If you should have any questions, please contact the Finance Department.

*Respectfully Submitted,*

Respectfully Submitted,



\_\_\_\_\_  
William M. White  
Finance Director

**ELECTRONICALLY PAID DISBURSEMENT LISTING**

Estimated Through September 9, 2019

Description	Account No.	Date	Purpose	Amount
Credit Card Revenue Fees - Estimated	Various Funds	8/10/2019	7/19 Credit Card Revenue Processing Fees	\$8,000.00 *
Payroll [Pension] Transaction - Estimated	07-492-4980	9/1/2019	9/19 Police Pension Payments	\$229,521.65
Payroll [Pension] Transaction - Estimated	11-495-4980	9/1/2019	9/19 Civilian Pension Payments	\$157,532.81
Payroll [Bi-Weekly] Transaction - Estimated	01-various	8/22/2019	Salaries and Payroll Taxes - General Fund	\$485,000.00
Payroll [Bi-Weekly] Transaction - Estimated	02-various	8/22/2019	Salaries and Payroll Taxes - Sewer Fund	\$17,500.00
Payroll [Bi-Weekly] Transaction - Estimated	01-various	9/5/2019	Salaries and Payroll Taxes - General Fund	\$485,500.00
Payroll [Bi-Weekly] Transaction - Estimated	02-various	9/5/2019	Salaries and Payroll Taxes - Sewer Fund	\$17,500.00
<b>Period Total</b>				<b>\$1,400,554.46</b>

\* Credit card fees are charged to the Township's accounts on the tenth of the month

<u>Original Estimate</u>			<u>Actual Amount</u>
\$500,000.00	7/11/2019	Salaries and Payroll Taxes - General Fund	\$501,689.57
\$17,500.00	7/11/2019	Salaries and Payroll Taxes - Sewer Fund	\$13,736.77
<b>\$517,500.00</b>			<b>\$515,426.34</b>
\$485,500.00	7/25/2019	Salaries and Payroll Taxes - General Fund	\$487,076.75
\$17,500.00	7/25/2019	Salaries and Payroll Taxes - Sewer Fund	\$13,305.35
<b>\$503,000.00</b>			<b>\$500,382.10</b>
\$485,500.00	8/8/2019	Salaries and Payroll Taxes - General Fund	\$477,407.51
\$17,500.00	8/8/2019	Salaries and Payroll Taxes - Sewer Fund	\$13,423.54
<b>\$503,000.00</b>			<b>\$490,884.43</b>
\$45,000.00	7/1/2019	CDL Bonus Payment - General Fund	\$38,844.42
\$5,000.00	7/1/2019	CDL Bonus Payment - Sewer Fund	\$3,229.50
<b>\$50,000.00</b>			<b>\$42,073.92</b>
\$240,000.00	8/1/2019	Police Pension Payroll	\$229,521.65
\$165,000.00	8/1/2019	Civilian Pension Payroll	\$162,904.23
<b>\$405,000.00</b>			<b>\$392,425.88</b>

**TOWNSHIP OF RADNOR**  
**Minutes of the Meeting of July 8, 2019**

*The Radnor Township Board of Commissioners met at approximately 6:30 PM in the Administration Department in the Radnor Township Municipal Building, 301 Iven Avenue, Wayne, PA 19087*

**Commissioners Present**

*Lisa Borowski, President      Jack Larkin, Vice-President      Jake Abel  
Luke Clark      Sean Farhy      John Nagle      Richard Booker*

**Also Present:** *Robert A. Zienkowski, Township Manager/Township Secretary; Kathryn Gartland, Township Treasurer; William White, Assistant Township Manager/Finance Director; and Jennifer DeStefano, Executive Assistant to the Township Manager.*

*President Borowski called the meeting to order and led the assembly in the Pledge of Allegiance*

1. *Public Participation*

None

2. *Twining Construction Settlement Agreement*

Mr. Rice gave a brief summary of the above settlement agreement.

Commissioner Larkin made a motion to approve, seconded by Commissioner Farhy. Motion passed 6-0 with Commissioner Booker absent.

3. *Resolution #2019-66 - Young Lungs At Play Program (Requested by Commissioner Abel)*

Mr. Zienkowski briefly explained the above resolution.

Commissioner Clark made a motion to approve, seconded by Commissioner Abel.

There was a brief discussion amongst the Commissioners regarding their concerns.

**Public Comment**

Barron Gemmer, S. Wayne – He would like the word children to be stricken from the resolution.

Tim Frey, Ward 7 – He is in support of the resolution and suggested to clarify and place the word Township Parks.

Commissioner Borowski made a motion to amend the resolution at item 1 to add the wording *where children are present or may be present*, seconded by Commissioner Larkin.

Commissioner Borowski called the vote on the amended motion, motion passed 4-3 with Commissioners Booker, Farhy and Nagle opposed.

Commissioner Borowski called the vote on the original motion, motion passed 5-2 with Commissioners Booker and Nagle opposed.

4. Discussion of Community Organization Funding

There was a discussion on how to better manage how the funding for Community Organizations should be given. It was agreed that an evaluation form for each Community Organization to complete will be created by staff and presented to the Commissioners at a future meeting.

Public Comment

Bill Lawler, Vice-President Library Board – He commented that the Library is really considered by most as a Township function.

Anny Laepple, Executive Director Radnor Memorial Library – She is on board of structuring the presentations to the Board from the organizations.

Sarah Mehra, Co-President Library Board – She commented that many residents believe that the Library is a Township entity.

Sara Pilling, Garrett Avenue – She spoke regarding Surrey Services.

Tim Frey – He commented that the Library needs to separate from the other Community Organizations.

*There being no further business, the meeting adjourned on a motion duly made and seconded.*

*Respectfully submitted,  
Jennifer DeStefano*

**TOWNSHIP OF RADNOR**  
**Minutes of the Meeting of July 15, 2019**

The Radnor Township Board of Commissioners met at approximately 6:30 PM in the Radnorshire Room in the Radnor Township Municipal Building, 301 Iven Avenue, Wayne, PA 19087

**Commissioners Present**

<i>Lisa Borowski, President</i>	<i>Jack Larkin, Vice-President</i>	<i>John Nagle</i>
<i>Sean Farhy</i>	<i>Jake Abel</i>	<i>Richard Booker</i>

**Commissioners Absent - Luke Clark**

**Also Present:** Robert A. Zienkowski, Township Manager/Township Secretary; Kathryn Gartland, Township Treasurer; John Rice, Township Solicitor; William White, Assistant Township Manager/Finance Director; Joe Pinto, Lieutenant of Police; Steve Norcini, Township Engineer; Kevin Kochanski, Director of Community Development; Amy Kaminski, Traffic Engineer; Roger Philips, Engineer; and Jennifer DeStefano, Executive Assistant to the Township Manager.

President Borowski called the meeting to order and led the assembly in the Pledge of Allegiance

Notice of Executive Session on preceding the Board of Commissioners meeting of  
July 15, 2019

There was an Executive Session on July 15, 2019 preceding the Board of Commissioners meeting, where matters of Personnel were discussed. All Commissioners were in attendance.

1. Consent Agenda

- a) Disbursement Review & Approval
- b) Approval of minutes of the Board of Commissioner meeting of June 17, 2019 & June 24, 2019
- e) Acceptance of Department Monthly Reports
- d) Final Staff Traffic Committee Meeting Minutes - June 19, 2019
- e) Resolution 2019-72 – Authorizing the Execution of a Grant Application to DCED for the Greenways, Trails, and Recreation Program for the Radnor Trail Extension Project
- f) Resolution 2019-73 – Awarding the Capital Lease Finance Agreement to \$13,751.47 at 3.005% for five years for the lease of one (x1) Public Works Vehicle Previously Approved by the Board of Commissioners
- g) HARB 2019-08 – 233 Walnut Avenue – Replace shed with 1 car garage; extend front porch across right side of house; replace stucco with fiber cement siding consistent with the rear addition completed in November 2017
- h) Resolution #2019-56 - Poplar Avenue, Station Avenue, North Wayne Avenue Pedestrian Project, Request to Authorization to Receive Sealed Bids and Change Order #1, in the amount of \$16,950
- i) Resolution #2019-68 – Authorizing Turner Land Surveying to Provide a Boundary Survey and Stake Out of the Township's Property at Odirisio Park, in the amount of \$9,100

- j) Resolution #2019-70 - Authorize the Award of the Contract for Line Striping of Township Roads
- k) Resolution #2019-71 – Authorizing the payment of \$13,620 to PennDOT per the executed Master Casting’s Agreement for the replacement of manholes on Newtown Road (3) and Lancaster Avenue (12)
- l) Resolution #2019-69 - Accepting the sanitary sewer easements at 820 & 834 Darby Paoli Road

Commissioner Larkin made a motion to approve excluding items c,e,g,i and k; seconded by Commissioner Nagle. Motion passed 6-0 with Commissioner Clark absent.

c) Acceptance of Department Monthly Reports

Commissioner Borowski recognized all of the great community work the Police Department has been doing.

Commissioner Nagle made a motion to approve, seconded by Commissioner Larkin. Motion passed 6-0.

- e) Resolution 2019-72 – Authorizing the Execution of a Grant Application to DCED for the Greenways, Trails, and Recreation Program for the Radnor Trail Extension Project

Commissioner Nagle made a motion to approve, seconded by Commissioner Larkin. Motion passed 5-1 with Commissioner Booker opposed and Commissioner Clark absent.

- i) Resolution #2019-68 - Authorizing Turner Land Surveying to Provide a Boundary Survey and Stake Out of the Township’s Property at Odirisio Park, in the amount of \$9,100

Commissioner Booker made a motion to table until the Township can inquire with the Radnor Township School Board to share the cost, seconded by Commissioner Abel. Motion passed 5-1 with Commissioner Nagle opposed and Commissioner Clark absent.

- k) Resolution #2019-71 - Authorizing the payment of \$13,620 to PennDOT per the executed Master Casting’s Agreement for the replacement of manholes on Newtown Road (3) and Lancaster Avenue (12)

Commissioner Borowski made a motion to approve, seconded by Commissioner Larkin. Motion passed 5-0 with Commissioner Abel out of the room and Commissioner Clark absent.

2. Public Participation - Individual comment shall be limited to not more than five (5) minutes per Board policy

Patti Barker – She spoke in support of item A on the agenda to send John Rice to ZHB meeting.

Roberta Winters – She read a statement from the League of Women Voters opposed to item A on the agenda.

Sara Pilling – She presented a certificate to the Township which was received by Montgomery County acknowledging Radnor Townships resolution for Ready 100.

Tim Frey – He spoke in support of item A on the agenda.

Vicki List, Beechwood Drive – She spoke in support of item A on the agenda.

David Brosso – He is the developer of 131-133 Garrett Avenue (Item A on agenda)

Jim Caniglia, Barcladen – He spoke in support of item A on the agenda.

Andrew Tillman, Conestoga Road – He commented that he is torn on item A of the agenda.



3. Announcement of Boards and Commission Vacancies

Commissioner Larkin announced the following vacancies:

**Citizens Audit Review & Financial Advisory Committee**

5 Vacancies

**Code Appeals Board**

1 Vacancy

*Requirements: Master Electrician, Master Plumber or General Contractor*

**Rental Housing Appeals Board**

1 Vacancy (unexpired term 12/31/2022)

**Shade Tree Commission**

1 Vacancy (unexpired term 12/31/2019)

**Stormwater Management Advisory Committee**

4 Vacancies

**Zoning Hearing Board**

1 Vacancy (unexpired term 12/31/2020)

Interested residents should submit their resumes to Mr. Robert Zienkowski, Township Manager Radnor Township, 301 Iven Avenue, Wayne, PA 19087 or by email [rzienkowski@radnor.org](mailto:rzienkowski@radnor.org)

4. Possible Appointments to Various Boards and Commissions

None

5. Committee Reports

- A. Motion to authorize John Rice to attend the Zoning Hearing Board meeting and oppose the following: APPEAL #3045 - The appellant, DJB Properties, 131-133 Garrett Avenue, appealing the Zoning Officer's Enforcement Notice dated June 6, 2019 regarding a structure that exceeds the maximum allowable building height.

Commissioner Farhy made a motion to approve, seconded by Commissioner Nagle.

There was an in-depth discussion amongst the Commissioners and staff.

Public Comment

Patti Barker – She commented pertaining to Mr. Brosso and good/bad faith.

Mr. Brosso – He commented regarding his project on Garrett Avenue.

Tim Frey – He commented in support of sending the Township Solicitor to the Zoning Hearing Board.

Commissioner Borowski called the vote, motion passed 5-0 with Commissioner Larkin out of the room and Commissioner Clark absent.

- B. Ordinance 2019-07 – (Adoption) - Authorizing the incurrence by the Township of Radnor of non-electoral debt by the issuance of General Obligation Bonds, Series 2019 in the aggregate principal amount not to exceed \$13,700,000 for the following purposes:
- Series A: Not to Exceed \$5,000,000 of proceeds needed to refund the 2018 Sewer Improvement Notes at \$4.5 million plus capitalized closing costs and pricing flexibility
  - Series B: Not to Exceed \$8,700,000 of new money needed to fund General Capital Projects totaling \$7.3 million plus capitalized closing costs and pricing flexibility

Commissioner Booker made a motion to adopt, seconded by Commissioner Farhy. Motion passed 6-0 with Commissioner Clark absent.

C. Presentation: Sanitary Sewer System Evaluation by Gannett Fleming

Roger Philips, Gannett Fleming made a presentation of the Sanitary Sewer System Evaluation which can be found on the Township website at: <https://www.radnor.com/910/Board-of-Commissioners-Presentations>.

- D. Ordinance #2019-09 – (Introduction) - Amending The Code Of The Township Of Radnor, Chapter 270, Vehicles And Traffic, Section 270-16, Stop Intersections Concerning The Intersection On Farm Road And Windsor Avenue

Lt. Pinto gave a brief background of the proposed ordinance. There was not a sense of the Board to move forward and introduce the ordinance.

- E. Hearing regarding the Inter-Municipal Transfer of a Liquor License to Pizzarella Grille, 958 County Line Road, Bryn Mawr, PA 19010

George Broseman, representing the applicant briefly reviewed the agenda item. There was a discussion amongst the Commissioners and the applicant.

Commissioner Nagle made a motion to approve with the condition that only beer and wine are served, seconded by Commissioner Booker. Motion failed 2-4 with Commissioners Farhy, Borowski, Larkin and Abel opposed. Commissioner Clark absent.

Commissioner Larkin made a motion to approve with the following conditions; That any outdoor seating in connection with the restaurant shall be in accordance with existing Township codes and regulations. That there is no outside amplified music. That the Applicant obtains written approval of the Radnor Township Board of Commissioners prior to any proposed transfer of the license to another location within Radnor Township. That the Applicant shall reimburse the Township for its advertising and legal fees in connection with the July 15, 2019 hearing and application, seconded by Commissioner Abel. Motion passed 4-2 with Commissioners Booker and Nagle opposed and Commissioner Clark absent.

- F. Ordinance #2019-08 – (Adoption) - Amending The General Code Of The Township Of Radnor, Chapter 250, Article Vi, Street Excavations, Section 250.26, Backfilling And Paving, To Require Permittee To, Backfill, Restore And Repair Excavations And Establishing Standards For Such Work

Commissioner Larkin made a motion to adopt, seconded by Commissioner Nagle. Motion passed 6-0 with Commissioner Clark absent.

*G. Discussions on proposed lighting and noise ordinances (Attachments added to Packet)*

John Rice, Township Solicitor briefly discussed that Planning Commission has reviewed these already and have made suggestions. His suggestion was for a subcommittee to get together and go line by line of the current lighting ordinance. There was a discussion amongst the Commissioners and was agreed upon to have the noise ordinance reviewed by staff and the Solicitor and the Planning Commission take a look at the lighting ordinance and have them make suggestions to the Board.

*6. Reports of Standing Committees of the Board*

None

*7. New Business*

Commissioner Booker asked if staff can look into a low hanging wire on King of Prussia Road between Matsonford and Belrose.

*8. Old Business*

None

*9. Public Participation*

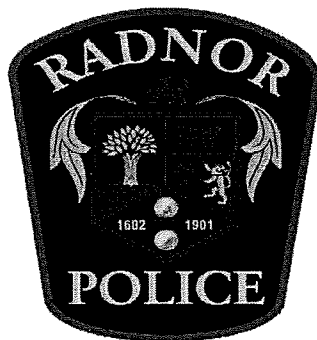
Roberta Winters, Williams Road – She thanked the Board for supporting the community regarding sending the Solicitor to the Zoning Hearing Board as well as thanked them for bringing up the Light/noise ordinance.

*There being no further business, the meeting adjourned on a motion duly made and seconded.*

*Respectfully submitted,  
Jennifer DeStefano*

# **RADNOR TOWNSHIP POLICE DEPARTMENT**

## **Monthly Report**



**August 2019**

**Christopher B. Flanagan  
Police Superintendent**

# Calls for Service - by Keyword



## RADNOR TOWNSHIP

Incidents Reported Between 07/01/2019 and 07/31/2019

Code	Description	Primary Count	Secondary UCR Count		
			Code 2	Code 3	Code 4
3501	DISTURBANCE-COMPLAINT OF NOISE,MUSIC,ETC	8			
3520	DOMESTIC PROBLEM (NO ARREST)	10			
3650	PECO-ENEGY NOTIFICATION/POWER OUTAGES	0		1	
4000	JUVENILE PROBLEMS (NO ARREST)	4			
4200	MISSING PERSONS(EXCEPT JUVENILES)	1			
4301	MENTAL HEALTH-ALL OTHERS	5	2		
4500	OPEN DOORS/WINDOWS	3	1		
4600	ORDINANCE VIOL.-EXCEPT BURNING/SOLICIT	7			
4650	POLICE INFORMATION	64	1		
4660	911 HANG UP CALL	26			
4700	ADDED PATROL-REQUEST FOR	109	1		
4701	ADDED PATROL - BUSINESS CHECKS	107			
4702	ADDED PATROL - SCHOOL CHECKS	1			
4800	SOLICITING-WITHOUT PERMIT	1			
4801	SOLICITING-COMPLAINTS	4	1		
4900	SUSPICIOUS PERSON	16	1		
4901	SUSPICIOUS CIRCUMSTANCE	26			
4902	SUSPICIOUS VEHICLES	16			
5100	TRAFFIC SIGNALS-DAMAGED/NEED REPAIR	2			
5200	TRAFFIC HAZARD-POTHOLES/OBSTRUCTIONS/ICE	1			
5300	TREES DOWN AND/OR BLOCKING ROADWAY,ETC	16	2		
5400	VEHICLES-ABANDONED	4			
5401	VEHICLES-ASSIST MOTORIST(INCL LOCKOUTS)	19			
5402	VEHICLES-DISABLED	22			
5403	VEHICLES-MV VIOLATIONS & MVV COMPLAINTS	42	3	1	
5404	VEHICLES-PARKING COMPLAINTS	15			
5405	VEHICLES-TOWED	8	5	1	
5501	WIRES DOWN - NO HAZARD	9		1	
5600	WARRANT-ARREST (ISSUED OUTSIDE RADNOR)	3			
6001	ACCIDENT - WITH INJURIES	7			
6003	ACCIDENT - NON REPORTABLE	53			
6005	ACCIDENT - NO REPORT DONE	8		1	
6007	ACCIDENT - BRIDGE STRIKE	1	1		
8000	BURG/HOLDUP/PANIC ALARM - CIT ISSUED	1			
8001	BURG/HOLDUP/PANIC ALARM - NO CITATION	102			
8003	FIRE/MEDICAL ALARM - NO CITATION	32			
8004	ANY ALARM- SEVERE WEATHER- NO CITATION	15			
9001	ANIMALS-RABID/SICK	1			
9005	ANIMALS - ALL INVOLVING DEER	1			
9038	K-9 ASSIST	0	1		
9050	ASSIST SICK/INJURED	116	1		
9051	ASSIST AMBULANCE	9			
9966	SELECTIVE ENFORCEMENT-CITATION ISSUED	157	2		
9968	SELECTIVE ENFORCEMENT-WARNING ISSUED	81			
9970	SELECTIVE ENFORCEMENT-NO ISSUANCE	51			
9971	MOTOR CARRIER ENFORCEMENT	0			1
9972	MOTOR OFFICER ACTIVITY	0	2	2	
		1,184			

**ACCIDENT**

3200	CHECK ON WELFARE	8
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**Calls for Service - by Keyword**

**RADNOR TOWNSHIP**

**Incidents Reported Between 07/01/2019 and 07/31/2019**



Code	Description	Primary Count	Secondary UCR Count		
			Code 2	Code 3	Code 4
<b>ADMIN</b>					
9002	ANIMALS - ALL OTHER	6			
9055	ASSIST SICK/INJURED ALCOHOL/DRUG RELATED	2			
		<u>8</u>			
<b>ALL OTHER</b>					
2600	ALL OTHER CRIMES CODE VIOLATIONS	1			
2640	ALL OTHER ORDINANCE VIOLATIONS	3			
2660	TRESPASSING OF REAL PROPERTY	1			
		<u>5</u>			
<b>ANIMAL</b>					
5502	ANIMAL COMPLAINTS - BARKING DOGS	1			
5504	ANIMAL COMPLAINTS - DOG BITES	1			
5506	ANIMAL COMPLAINTS - STRAY ANIMALS	8			
5510	ANIMAL COMPLAINTS - OTHER	7			
5590	ANIMAL COMPLAINTS - REPORTS	4			
		<u>21</u>			
<b>ASSAULT</b>					
0440	ASSAULT - ATROCIOUS- HANDS,FISTS,FEET	3			
0800	ASSAULTS - OTHER ASSAULTS (SIMPLE)	1			
		<u>4</u>			
<b>ASSIST</b>					
7502	ASSIST OTHER AGENCIES - FIRE DEPT.	13			
7504	ASSIST OTHER AGENCIES - OTHER POLICE	1			
7506	ASSISTING OTHER AGENCIES - ALL OTHERS	1			
7590	ASSISTING OTHER AGENCIES - REPORTS	1			
		<u>16</u>			
<b>BURGLARY</b>					
0520	BURGLARY-NON FORCED ENTRY	1			
<b>CIVIL</b>					
3300	CIVIL DISPUTES	4			
<b>COMPLAINT</b>					
8590	CITIZEN COMPLAINT REPORT	2			
<b>CONTACT</b>					
4016	NON-CRIMINAL - PEDESTRIAN CONTACTS	5			
<b>CRIM MISCH</b>					
1410	CRIMINAL MISCHIEF TO AUTOMOBILES	2			
1430	CRIMINAL MISCHIEF - PUBLIC BUILDINGS	1			
1440	CRIMINAL MISCHIEF - ALL OTHER	1			
1450	ALL OTHER VANDALISM	1			
		<u>5</u>			
<b>DISORDERLY</b>					
2400	DISORDERLY CONDUCT	1	1		1
2410	HARASSMENT BY COMMUNICATION	1			

**Calls for Service - by Keyword**



**RADNOR TOWNSHIP**

**Incidents Reported Between 07/01/2019 and 07/31/2019**

Code	Description	Primary Count	Secondary UCR Count		
			Code 2	Code 3	Code 4
<b>DISORDERLY</b>					
2440	DISORDERLY CONDUCT-DISTURBING THE PEACE	1			
2450	HARASSMENT	3	2	1	
2480	DISORDERLY CONDUCT-ALL OTHERS	2			
2490	DISORDERLY CONDUCT-REPORTS	1			
		<u>9</u>			
<b>DISTURBANC</b>					
3620	DISTURBANCES-OTHER (FIGHTS,DISPUTES,ETC)	3			
<b>DOA</b>					
3320	DOA	1			
<b>DRUG</b>					
1810	DRUG VIOLATIONS	0	2		
1832	NARCOTICS-POSSESSION-MARIJUANA,ETC.	3			
1890	NARCOTICS - REPORTS	1			
		<u>4</u>			
<b>DUI</b>					
2111	DRIVING UNDER THE INFLUENCE - ALCOHOL	2			
2112	DRIVE UNDER INFLUENCE-ALCOHOL-IMPAIRED	4			
		<u>6</u>			
<b>FIRE</b>					
3700	FIRE - RESIDENTIAL	1			
3702	FIRE-VEHICLE	1			
3703	FIRE-ALL OTHERS	4			
3706	FIRE - LEAVES, BRUSH, ETC.	1			
3840	FIRES (INCLUDING ALARMS-FOUNDED/UNFOUND)	5			
		<u>12</u>			
<b>FRAUD</b>					
1100	FRAUD	3			
1130	FRAUD - ALL OTHERS (FLIM-FLAM, ETC.)	4			
1150	FRAUD - CREDIT CARDS	2	1		
1191	FRAUD - REPORTS	10			
		<u>19</u>			
<b>HVERFORD</b>					
9041	ASSIST HVERFORD PD	5			
<b>LIQUOR</b>					
2211	LIQUOR LAW-UNDERAGE-PURCH,CONSMP,POSSES	1			
<b>LMPD</b>					
9040	ASSIST LOWER MERION PD	5			
<b>LOST/FOUND</b>					
5002	LOST & FOUND - FOUND ANIMAL	1			
5004	LOST & FOUND - FOUND ARTICLES	2			
5006	LOST & FOUND - LOST ANIMAL	4			

**Calls for Service - by Keyword**

**RADNOR TOWNSHIP**

**Incidents Reported Between 07/01/2019 and 07/31/2019**



Code	Description	Primary Count	Secondary UCR Count		
			Code 2	Code 3	Code 4
<b>LOST/FOUND</b>					
5008	LOST & FOUND - LOST ARTICLES	<u>2</u>			
		9			
<b>MARPLE</b>					
9042	ASSIST MARPLE PD	1			
<b>MISSING PE</b>					
2900	JUVENILE RUNAWAYS	2			
<b>MV ACCIDEN</b>					
6002	ACCIDENT - NO INJURIES (REPORTABLE)	3	2		
6004	ACCIDENT - HIT & RUN	5	1		
6006	ACCIDENT - PEDESTRIAN	<u>1</u>			
		9			
<b>MV THEFT</b>					
0710	MOTOR VEHICLE THEFT-AUTO	1			
<b>N-TRAF CIT</b>					
CITN	NON-TRAFFIC CITATION	19			
<b>NEWTOWN</b>					
9043	ASSIST NEWTOWN PD	3			
<b>OTHER</b>					
4008	NON-CRIMINAL-ELECTRIC LIGHT OUTAGES	1			
4018	NON-CRIMINAL-ST. LIGHT OUT, ST. REPAIRS.	<u>3</u>			
		4			
<b>PFA</b>					
2647	ALL OTHERS - PROTECTIVE ORDERS	3			
<b>PROPERTY</b>					
2910	LOST/MISSING PROPERTY	2			
<b>PSP</b>					
9047	ASSIST PSP	1			
<b>PUBL DRUNK</b>					
2300	PUBLIC DRUNKENESS	2			
<b>RECEIVING</b>					
1331	STOLEN PROP.-POSSESSING - MOTOR VEHICLE	1			
<b>RECOV PROP</b>					
3000	LOST/RECOVERED PROPERTY	1			



**Calls for Service - by Keyword**

RADNOR TOWNSHIP

Incidents Reported Between 07/01/2019 and 07/31/2019



Code	Description	Primary Count	Secondary UCR Count		
			Code 2	Code 3	Code 4
<b>SERVICE</b>					
7002	NOTIFICATION - COMMUNITY DEVELOPMENT	0	1	1	
7006	NOTIFICATION - HIGHWAY DEPT.	4			
7014	PUBLIC SERVICE - OTHERS (OFFICER ASSIST)	5	1		
7090	PUBLIC SERVICES - REPORTS	1			
		<u>10</u>			
<b>SUICIDE</b>					
4300	MENTAL HEALTH-EMERG.302/SUICIDE ATTEMPTS	3	1		
<b>SUSPICIOUS</b>					
3500	DISTURBANCE - DISORDERLY PERSONS	6			
<b>SVC CALL</b>					
3810	SERVICE CALL-ALARMS-UNFOUNDED-EXCPT FIRE	4			
3820	SERVICE CALL-ASSIST MOTORIST/DISABLE VEH	1			
3850	HAZARDOUS CONDITIONS	22	3		
3900	GAS LEAKS (NATURAL GAS)	1			
		<u>28</u>			
<b>THEFT</b>					
0611	THEFT-\$200 & OVER-POCKET PICKING	4			
0613	THEFT-\$200 & OVER-RETAIL THEFT	1			
0614	THEFT-\$200 & OVER-FROM AUTO (EXCPT 0615)	5			
0615	THEFT-\$200 & OVER-AUTO ACCESSORIES	1			
0616	THEFT-\$200 & OVER-BICYCLES	2			
0617	THEFT-\$200 & OVER-FROM BUILDINGS	4			
0619	THEFT-\$200 & OVER-ALL OTHER	2			
0624	THEFT-\$50 TO \$200-FROM AUTO (EXCPT 0625)	2			
0629	THEFT-\$50 TO \$200-ALL OTHER	2			
0643	THEFT-ATTEMPTED-RETAIL THEFT	2			
0690	THEFT - REPORTS	2	1		
		<u>27</u>			
<b>TRAF CIT</b>					
CITT	TRAFFIC CITATION	73			
<b>TRAFFIC</b>					
6602	TRAFFIC RELATED -IMPOUNDED,ABANDON M.V.	1			
6610	TRAFFIC RELATED - MOTORIST AID	1			
6612	TRAFFIC RELATED - SIGNALS-SIGNS OUT	20			
6614	TRAFFIC RELATED - OTHER TRAFFIC	2			
		<u>24</u>			
<b>TREDYFFRIN</b>					
9045	ASSIST TREDYFFRIN PD	1			
<b>VILLANOVA</b>					
4651	REFERRED TO VILLANOVA PD	8			
<b>VUPD</b>					
9049	ASSIST VUPD	6			



JULY



Description \_\_\_\_\_ Primary Count

**Parking Tickets**

Month of July 2019	679
January 1, 2019 – July 31, 2019	4,997

**Residential and Commercial False Alarm Violations**

Month of July 2019	100
January 1, 2019 - July 31, 2019	605

**Moving Violations**

Month of July 2019	760
January 1, 2019 – July 31, 2019	5,664

**Radnor Police Training – July 2019**

Crash Investigation Level 1 – Officers Cocco, McCann, and Jennings

Female Enforcers Seminar – Officer Karmilowicz

**JULY 2019**  
**CRIME ALERTS**

The Radnor Township Police Department has issued a crime alert for the theft of a vehicle which was discovered on July 1st. The vehicle, a gray 2015 Audi A4 Quattro was stolen during the overnight hours from the 800 block of Conestoga Rd. Please call 9-1-1 IMMEDIATELY with any information to these incidents or when reporting suspicious activities.

The Radnor Township Police Department has issued a crime alert for the theft of a bicycle which was discovered on July 1st in the afternoon hours in the 200 block of E Lancaster Ave. The bicycle had been left outside, unlocked. The theft occurred while the victim was in a place of business for about 30 minutes. Please call 9-1-1 IMMEDIATELY with any information about this incident or when reporting any suspicious activities.

The Radnor Township Police Department has issued a police alert in regards to phone scam some residents have encountered. The caller advises the resident that they have won "some money," but the victim has to send money to claim their prize. Some residents report the subjects have called multiple times in a short period of time requesting money be sent to secure their prize. This is a known scam and residents should never release any personal information over the phone unless they are familiar with the individual, business, or institution. If anyone received such a call, the Radnor Police encourage them to hang up and not provide any additional information.

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The Radnor Township Police Department has issued a crime alert for two thefts from vehicles which were reported on July 1st. One victim parked their vehicle in the 100 block of King of Prussia Rd. and returned to it in the early evening hours to discover someone had smashed out the driver's side rear window and removed personal property. Police located a second vehicle with the rear drivers side window smashed out. Personal property was also determined to have been stolen from this vehicle as well. Please call 9-1-1 IMMEDIATELY with any information about this incident or when reporting any suspicious activities.

On Monday, 7/8/2019, at approximately 8:42pm a female shopper had her wallet stolen from he pocketbook while shopping at TJ Maxx. The female shopper believes the wallet was taken while she was distracted looking at items she intended to purchase. If any one may have seen anything suspicious at this time and location or they were the victim of a similar crime they are asked to call Radnor Police at 911.

The Radnor Township Police Department has issued a crime alert for a theft from a vehicle which was reported on July 9th. The victim discovered someone had entered their unlocked vehicle and stole an item while it was parked on the street with the windows down in the unit block of Longwood Dr. between the hours of 2:30 PM and 5:00 PM. Please call 9-1-1 IMMEDIATELY with any information about this incident or when reporting any suspicious activities.

The Radnor Township Police Department has issued a crime alert for a theft from a vehicle which was reported on July 12th. The victim discovered someone had entered their unlocked vehicle and stole an item while it was parked in a parking lot in the 500 Block of W Lancaster Ave. momentarily around 09:00 AM. Please call 9-1-1 IMMEDIATELY with any information about this incident or when reporting any suspicious activities.

The Radnor Township Police Department has issued a crime alert for residents to be aware of a "PECO" scam. A resident was contacted on the phone from a subject identifying himself as a representative working for PECO and attempting to collect a past due amount and further stating their electricity would be turned off in an hour unless the balance was paid immediately. The caller then suggests the subject can pay the bill in bitcoin and directs individuals to a Bitcoin Kiosk in King of Prussia. A legitimate PECO representative would not advise a customer to use Bitcoin to pay a bill and residents should be aware that this is a scam.

The Radnor Township Police Department has issued a crime alert for a theft that was reported on July 21st. The victim reported credit cards were stolen out of a wallet while eating at a restaurant in the 300 block of E Lancaster Ave. The cards were then used to make several fraudulent charges in the Devon area. Please call 9-1-1 with any information about this incident or when reporting suspicious activities.

The Radnor Township Police Department has issued a police alert for residents to be aware of a recent phishing scam involving LinkedIn. Hackers are threatening US LinkedIn users by sending out Fake Invitations which are laced with malware. Please review the linked article and remember to stay safe online!

On 7/15/2019 and then again on 7/25/2019 a resident on Garrett Av. noticed items taken from the side of his home. On 7/15/2019, an outdoor hose was discovered missing from the side of the residence. On 7/25/2019 a wheeled garbage bin was discovered missing. The total value of these two items is approximately \$150.00. If anyone may have seen anything suspicious on these dates or may have been a victim of the same type of crime, they are asked to call the Radnor Police at 911.

On Friday, 7/26/2019, at approximately 12:20 PM a female victim had her wallet stolen while she was eating at the Panera Bread. Video footage shows an unknown, African American female, acting suspiciously around the victim and looking inside of her pocketbook. The suspicious female was wearing a black and white hat, a black T-shirt with the words "Golden Girls" written in white on the front and white pants. A stolen credit card was attempted to be used at a Target store in Tredyffrin Township by a second African American female. If anyone may have seen anything suspicious at this time, or may have been a victim of a similar crime, they are asked to call the Radnor Police at 911.

On Friday, 7/26/2019, at approximately 4:59 PM a female victim had her wallet stolen while shopping at the Home Goods Store. The victim further discovered that her credit cards were used to make two fraudulent purchases in King of Prussia. A suspicious African American female and a Hispanic male are seen on video almost bumping into the victim several times while she was shopping, but nothing further could be clearly seen on the video. If anyone may have seen anything suspicious, or was the victim of this same type of crime, they are asked to call the Radnor Police at 911.

Two vehicles were entered and had items stolen from them sometime over night between Friday 7/26/2019 and Saturday 7/27/2019. The vehicles were parked and unlocked in the driveways of the victims. Both had property taken as well as cash. If anyone who may have seen anything suspicious or may have been the victim of a similar crime are asked to call the Radnor Police at 911.

A red Rockhopper Specialized bicycle was stolen from the parking lot of J building, of the Radwyn Apts. sometime between 10 PM on 7/27/2019 and 10:30 AM on 7/28/2019. The bike was left unsecured by the trash cans when it was stolen. Anyone who may have seen anything suspicious or may have been the victim of a similar crime are asked to call the Radnor Police at 911.

A resident of Woods Lane had items stolen from their vehicle sometime between 4 PM on 7/27/2019 and 12:30 PM on 7/28/2019. The vehicle was parked and unlocked in the driveway of the residence at the time to the theft. There were also other vehicles in the drive that were left unsecured at the same time, but none of them appear to have been entered. If anyone saw anything suspicious or may have been the victim of a similar crime, they are asked to call the Radnor Police at 911.

#### **UPDATE – ARREST MADE**

On May 06, 2019 Radnor Police responded to Wayne Jewelers for a retail theft. Security footage revealed two males entered the store and began a conversation with an employee. During the conversation, one of the males moved away from the counter and walked into a rear office where he retrieved a display case key. Both males then moved behind the counter and picked up a Waterford Crystal bowl. While the employee was distracted, one of the males opened a display counter using the key. Over \$14,000.00 in diamond bracelets were then removed from the case. Both males quickly left the store. Detective Metzler subsequently processed the Waterford Crystal bowl that had been touched by the males and was able to recover several latent fingerprints. The prints were sent to the PA State Police lab where they were positively identified. Arrest Warrants were then issued charging both males with Retail Theft and related offenses.

TOM WOLF, GOVERNOR APPOINTING SGT CHRISTOPHER GLUCK  
TO SERVE AS THE NEW EMERGENCY MANAGEMENT COORDINATOR FOR  
RADNOR TOWNSHIP



COMMONWEALTH OF PENNSYLVANIA  
OFFICE OF THE GOVERNOR  
HARRISBURG

July 1, 2019

THE GOVERNOR

Mr. Christopher Gluck  
Emergency Management Coordinator  
Radnor Township  
301 Iven Avenue  
Wayne, Pennsylvania 19087

Dear Mr. Gluck:

Based on the recommendation of your municipal officials, it is my great pleasure to appoint you to serve as the Emergency Management Coordinator for Radnor Township.

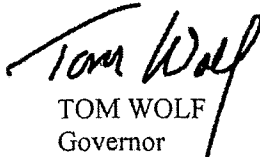
Unfortunately, disasters do occur in Pennsylvania. Many communities are vulnerable to severe weather conditions, as well as transportation and industrial accidents that could impact residents. As one of the most flood prone states in the nation, it is important that we work together to reduce the community impact of flooding to the degree possible. We must also work with community leaders to ensure that responsible land use decisions respect the potential for disasters; with residents to ensure that property is protected through adequate insurance; and with emergency responders to ensure that they are equipped and trained for conditions which may test their resources and capabilities.

As emergency management coordinator, you will be responsible for the development and administration of your community's emergency preparedness program. This includes developing emergency plans and procedures to coordinate emergency service response when disasters do occur. You will also serve as your municipal representative working with the Delaware County Emergency Management staff, as well as the Pennsylvania Emergency Management Agency (PEMA). In order to better understand and prepare for your new responsibilities, I urge you to take full advantage of the numerous training opportunities and other forms of assistance available through PEMA and your county program.

David R. Padfield, Acting Director of PEMA, joins me in extending our congratulations on your appointment. We also thank you for your interest in serving your community.

Therefore, pursuant to provisions of the Pennsylvania Emergency Management Services Code, 35 Pa. C. S. Section 7101 et seq., and in accordance with the recommendations received, I hereby appoint you Coordinator of Emergency Management for the Township of Radnor. This is effective immediately and you will serve until a successor is named.

Sincerely,

  
TOM WOLF  
Governor



**RADNOR TOWNSHIP POLICE DEPARTMENT**

**THANK YOU LETTERS**

Thanks to you and your officers for taking time to share your wealth of experience and knowledge about drugs and addiction in our area. It was very helpful as we begin this ministry project to have your perspective. We will also be looking to have meetings with the contacts you mentioned— thanks for those as well. It's encouraging to have your help and support; and, it's great to know that you're with us in wanting to see victims and families helped with this huge problem.

We're also grateful that you have offered to be a resource in the future. All of this is so encouraging to us!

Thanks for the work you do,

**Roy Shirley**

Care Ministry Director

610.688.6338 x.246

215-327-7725 (mobile)

[www.coswayne.org](http://www.coswayne.org)



# 2019 RHS

## Post Prom Party | Parent Committee

Radnor High School | 130 King of Prussia Road | Radnor, PA 19087

June 2019

Dear Radnor Police,

Thank you so much for your thoughtful and very well-received contribution of an Apple iPad to Radnor High School's Post Prom Party which was held on June 1<sup>st</sup> at RHS. The senior class had a spectacular time and because of YOU and your GENEROSITY, the students and the many parents who volunteered enjoyed a truly memorable evening.

The theme for the 2019 Post Prom was "Radnor Great American Road Trip." The students were "transported" to various parts of the US including Nashville, Las Vegas, Los Angeles & Wyoming while enjoying delicious food, playing games and winning terrific prizes, which were generously contributed by you & many others throughout Radnor and our surrounding neighbors. Attached is a flyer that will be available at graduation to more than 1,000 attendees. The flyer will also be posted in other social media outlets.

RHS students and parents are incredibly proud to live in this wonderful community and because of businesses like yours, we were able to make this special night happen. It will surely be a lasting Radnor memory that will undoubtedly be a highlight of their high school years!

Thank you again. We truly appreciated your contribution.

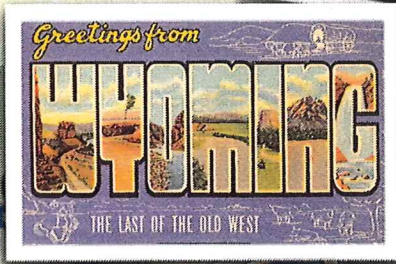
Sincere regards,

*Lori Zaslow*

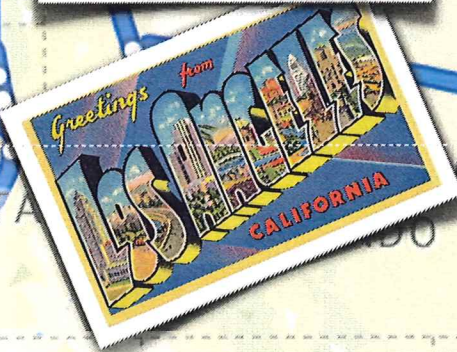
Lon Rosenblum and Lori Zaslow  
RHS Post Prom Party Prize Chairs

*Chris -  
Thank you so  
much for the iPad -  
was a fantastic grand  
prize at the event!  
Appreciate your support!  
- Lori*

Committee  
Post Prom  
2019  
RHS



SOUTH DAKOTA



To all the Radnor parents and families that made monetary donations, attended the parent social, sponsored PPP activities, and purchased Sr Yard Signs....**THANK YOU!**

To the army of parent volunteers that gave their time and energy to help transform RHS into the *RADNOR GREAT AMERICAN ROAD TRIP* for our students....**THANK YOU!**

To the RHS custodial and kitchen staff that helped us before, during and after the event with setup, cleanup, and everything in between...**THANK YOU!**

The Post Prom Party would not have happened without your continued support!

Thank you again and good luck to your Class of 2019 Senior!

Sincerely,  
The 2019 Post Prom Party Committee

On behalf of the Class of 2019, we sincerely thank the local businesses and organizations below that donated food and services, offered discounted goods and services, and otherwise contributed to the overall success of this year's event by keeping our students **fed, entertained and safe!**

We would especially like to thank ***RAD Color Solutions, Novo Brand Design, and Bryn Mawr Communications*** for their contributions in designing and printing the amazing signs displayed throughout the event, and ***Nye Productions*** for the epic *Radnor Road Trip* soundtrack and lighting effects!

**DIAMOND SPONSOR**

Radnor High School PTO  
Vino Bambino

**PLATINUM SPONSOR**

Azie  
Coco Blu  
Eagle Rental  
Jersey Mikes  
Verge Yoga

**GOLD SPONSOR**

Bryn Mawr Communications  
C4 Performance  
Chic-fil-A  
Club LaMaison  
Eaves  
Giant  
Grove 121  
Joe's Place  
Radnor Police

**SILVER SPONSOR**

Anchors Aweigh  
First Resource Bank  
Hannum's Harley Davidson  
Interiors For The Home  
Ithan Elementary School PTO  
Keith Martin Electric  
Luisa Ramondo, BHHS Fox & Roach Bryn Mawr  
Lululemon, Wayne  
Main Line Pizza  
Prestige Salon  
Radnor Elementary School PTO  
RHS Cheerleading Booster Club & RHS Softball  
RHS Field Hockey Booster Club  
RHS Student Government  
RHS Volleyball Booster Club  
Sage & Grey Nail Studio  
Skirt  
Tribe Mainline  
Vinnie's Pizza

**BRONZE SPONSOR**

Aroma Nails & Spa  
Christopher's-A Neighborhood Place  
Currie Hair, Skin & Nails  
Executive Commons  
GameFace Tutoring  
The Gravity Vault  
Main Point Books

**BRONZE SPONSOR** (continued)

Menagerie Boutique  
Nancy's Candy Corner  
NCV Diagnostics  
Pediatric & Adolescent Dentistry of the Main Line  
Qdoba  
RHS Boys Lacrosse Booster Club  
RHS Boys Soccer Booster Club  
RHS Boys Tennis Booster Club  
RHS Cross Country Booster Club  
RHS Girls Crew Booster Club  
RHS Girls Soccer Booster Club  
RHS Girls Tennis Booster Club  
RHS Track & Field Booster Club  
RHS Ultimate Frisbee Booster Club  
Rita's Water Ice  
Roast + Chop  
Robin Elliot, BHHS Fox & Roach Rosemont  
Radnor Township School District  
Smashburger  
Oh Snap! Earring Backs  
The Wax Lounge  
Wilkes & Buttenbaum Orthodontics

**FRIENDS OF RADNOR SPONSOR**

Abuelita Empanadas  
Antonella's Italian Kitchen  
Campus Corner  
Chili's  
Do It Best Hardware  
Five Guys  
Goats Beard  
Great American Pub  
Gullifty's  
Krispy Kreme Doughnuts  
Minella's Diner  
Paola's  
Philly Pretzel Factory  
Pizzarella Grille  
Playa Bowls, Villanova  
Snap Pizza  
So Fun Yogurt  
Starbucks  
Vic & Deans  
Wayne Nail Salon  
Wayne Sporting Goods  
Winger's  
Zesto Pizza & Grill

Sincerely, The 2019 Post Prom Party Committee

Officer Cook answered a this call from my husband , who needed to report that his identity was stolen . Officer Cook responded promptly, and professionally. He was extremely kind, helpful and very conscientious! We are proud to have Officers like Officer Cook serve on our police force!

Our commendations,

Sue and Cliff Schlesinger

Dear Superintendent Flanagan,

I write to you to thank several Radnor Township Police officers who helped my son today when he became sick from the heat after working out and needed medical attention (thankfully he is fine now). I did not get their names so I cannot directly acknowledge them, but they were very professional and helpful.

My family is very grateful to these officers and their service.

Best,  
Sharon Popik

~~~~~  
Officer Involved:

Nicholas DeMayo

Chris,

A resident who had Officer Royce come to her house regarding an incident with her car on Garrett Avenue said that he was kind, took his time & listened, and made her feel comfortable. I thought you should know.

Sean Farhy

Ward 7 Commissioner



DEAR LT DIETRICH -

THANK YOU FOR TAKING  
US ON THE TOUR!

WE REALLY APPRECIATE  
YOUR TIME!

MY FAVORITE PART OF  
THE TOUR WAS BEING IN THE  
POLICE CAR!

THANKS AGAIN!



CASH & JENN

Dear Chief Flanagan

This is to express my deepest appreciation to your Officers Hand & Cocco for going over & above to help me when I ran over an electrical cable plug that blew out my tire on Coopertown Rd. in Bryn Mawr on June 26. I had just left my husband Joe in the ICU at Bryn Mawr Hospital & I was terrified! My grandson Tyler was on his way from Devon.

When Officer Hand arrived & evaluated what happened, he decided to replace my tire w/ the spare. Then Officer Cocco arrived & together they cheerfully & perfectly did this for me, & Tyler was there also. I also got to meet & pet Rocky!

You have no idea how grateful I am for the rescue I received from Officers Hand & Cocco. Joe is home now & doing better & was so relieved to hear what they did.

Sincerely, Helen Carver

Lisa Beck came to the station today and wanted to pass on how thankful and appreciative both her and Mrs. Schwartz are for your help this past Saturday at \*\*\*\* Old Oaks Rd.

Hello Bob,

Hope you had a great rest of the weekend and holiday. I wanted to reach out and thank you again for all of the support that helped to make our event a success. I received a lot of positive feedback throughout the day, and after, about how great the park looked and how smoothly the day went. I had my vendors and volunteers mention no less than a dozen times how helpful and pleasant the township guys were, and I completely agree. The Radnor Police, parking, and public works all did a great job from my perspective of making the day go very smoothly.

As I mentioned at the park, this was my first event planned in conjunction with Radnor Township and I had an overall great experience - from the legwork and correspondence beforehand, to the day of logistics. Thank you to everyone at the township for helping to make my first year painless, and this community event a success.

Laura Reinhardt

Dear Superintendent Flanagan and your police officers of Radnor Township-

Thank you, so much, for this "Safe Exchange Zone" and all the guidance on [radnor.com](http://radnor.com) about it; and thanks, also, to other members of your department for this service project..

Once again, the Radnor Township Police Department is serving our community; and, hopefully feels a sense of pride for this service project and others, such as, the reading project) and, for keeping us, Radnor Residents, and others, safe, sometimes to often, at the risk to your, very own, safety.

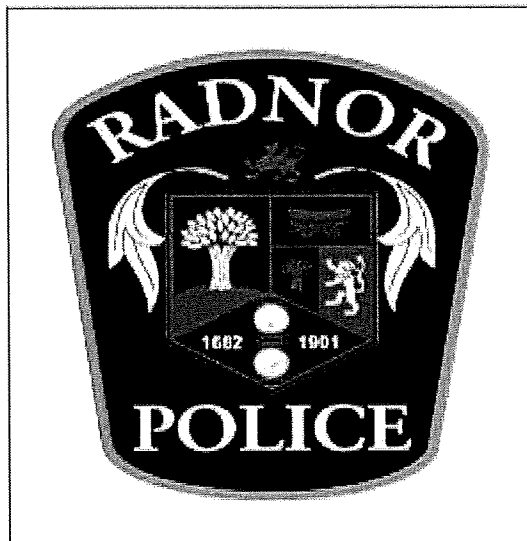
With deepest gratitude, admiration and wishes for your loved ones (& your officers' loved ones) and you (& your officers) to enjoy the rest of the summer, together, whenever possible,  
- please be happy,

Michele ♥♥ (p.s.there is no need to respond to this email & please share the contents of this email with your officers, anyway, you prefer, Superintendent Flanagan, and, again, the second heart, next to my first name, represents the beautiful soul of the love of my life, Mr. James Michael O'Neill III, whose beautiful soul has been in the next world of Almighty God for many years)

Michele Kelly, BSN, RN

Posted on: August 2, 2019

## Radnor Police Establish Safe Exchange Zone



Radnor Township Police Superintendent Christopher Flanagan is pleased to introduce the newest public safety tool in town, the "Safe Exchange Zone," located in the parking lot of the Township Building (301 Iven Avenue, Wayne). The idea was brought to fruition by Sergeant Joseph Maguire.

The Safe Exchange Zone is clearly marked with white painted lines and signage in front of the police entrance. Please stay within this marked area when meeting someone. Although the Safe Exchange Zone is video recorded 24/7, it will not be monitored by a member of the police department; however, Radnor Police Officers do frequently patrol the area.

We encourage residents to use the 'Safe Exchange Zone' for buying or selling of items that have been initiated from online market places such as Craigslist or eBay. The site is also available for child custody exchange. Should anyone ever need the assistance of police, the automatic 9-1-1 telephone is located just feet away inside the vestibule.

- ◆ Do NOT go to a location alone.
- ◆ Make sure to notify a family member or friend that you are purchasing/selling an item at the desired location.
- ◆ Insist on the exchange location to be public; never inside a home or building.
- ◆ Trust your instincts, if it sounds too good to be true, it probably is.

**ABOUT RADNOR TOWNSHIP POLICE DEPARTMENT:** Police Superintendent Christopher Flanagan oversees the Department which is staffed by 44 sworn Officers as well as full and part-time civilian staff which consists of: 1 Supervisor of Parking and Auxiliary Services; 2 Administrative Assistants; 4 Part Time Meter Inspectors; and 9 Crossing Guards. Officers are assigned to either the Detective Bureau, Highway Patrol or Patrol Divisions. The Radnor Police Department also maintains a Motor Unit, 2 K9 Officers, a Bike Patrol Unit, 2 Officers trained in Motor Carrier Safety (MCSAP), 6 SWAT Officers who are members of the Central Delaware County SWAT Team, 7 Major Incident Response Team (MIRT) Officers, as well as Officers who participate in the Delaware County Drug Task Force. The cornerstone of the Radnor Police Department is community based and oriented policing.

Visit Radnor Township at: <http://www.radnor.com> Like us on Facebook: <http://Facebook.com/RadnorTownship/>

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**RADNOR TOWNSHIP POLICE DEPARTMENT**  
**COMMUNITY EVENTS**

Happy 4th of July, Radnor Township! Please celebrate safely and responsibly.

This morning, residents lined Conestoga Road in Bryn Mawr at the Garrett Hill Parade. Kudos to the community volunteers, Radnor Township Public Works team and RPD for another successful year!

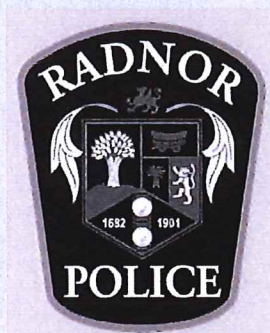




# Reading with the Radnor Police

Join us this summer to hear our Radnor Police officers read your favorite childhood stories!

This new FREE program is a great opportunity to get to know your local police officers! We will read a story, have some snacks, and then there will be an opportunity to ask questions about some of the things our police officers do each day. There might even be tours of the police vehicles or surprise visits from our K-9 officers!



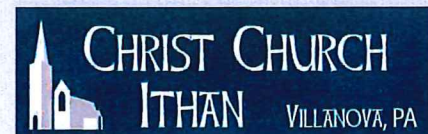
## Dates:

Thursday, June 13, 2019 - 6:00 pm at Browning Lane Little Free Library  
(134 Browning Lane, Rosemont, PA)

Tuesday, July 9, 2019 – 11:00 am at Encke Park

Tuesday, July 23, 2019 - 6:00 pm at Clem Macrone Park

Thursday, August 1, 2019 - 4:00 pm at Odorisio Park



For more information please call 610-688-5600 ext. 109

**READING WITH RADNOR POLICE**

**ENCKE PARK**

July 9, 2019

Good morning,

Courtney Schinaldi and her two girls attended yesterday's 'Reading with Radnor Police'. She sent these photos and a thank you note thru Facebook.





**READING WITH RADNOR POLICE**

**CLEM MACRONE**

July 25, 2019

Chris,

It was a pleasure to meet you this evening at the community reading event. Thank you for taking the time to engage in this activity.

Below is a link to my photos of the event. You can click on each individual photo to enlarge it and then right-click if you want to save it on a computer, or tap to save it on a mobile device. I can also provide the original versions if you need a high-quality copy for any reason.

[www.christchurchithan.org/reading-with-radnor-police](http://www.christchurchithan.org/reading-with-radnor-police)

Regards,

Martin McNeil



Good morning Vera: I wanted you to see these pictures from last night's police reading program -- it was really well attended and such a success. Thank you for all the work you did to make it happen! Julia











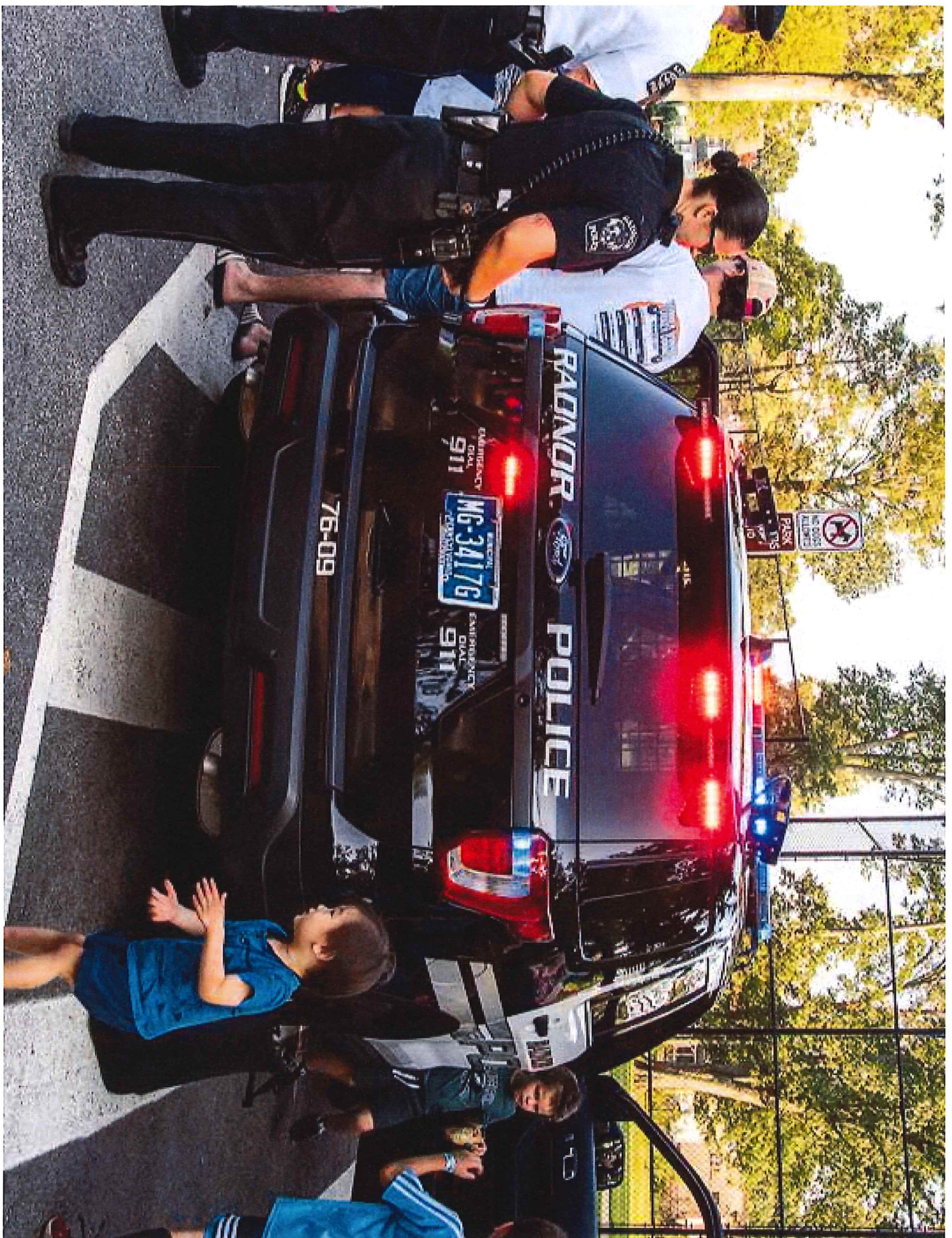












RAONVOR

POLICE

MG-34176

76-09

EMERGENCY DIAL 911

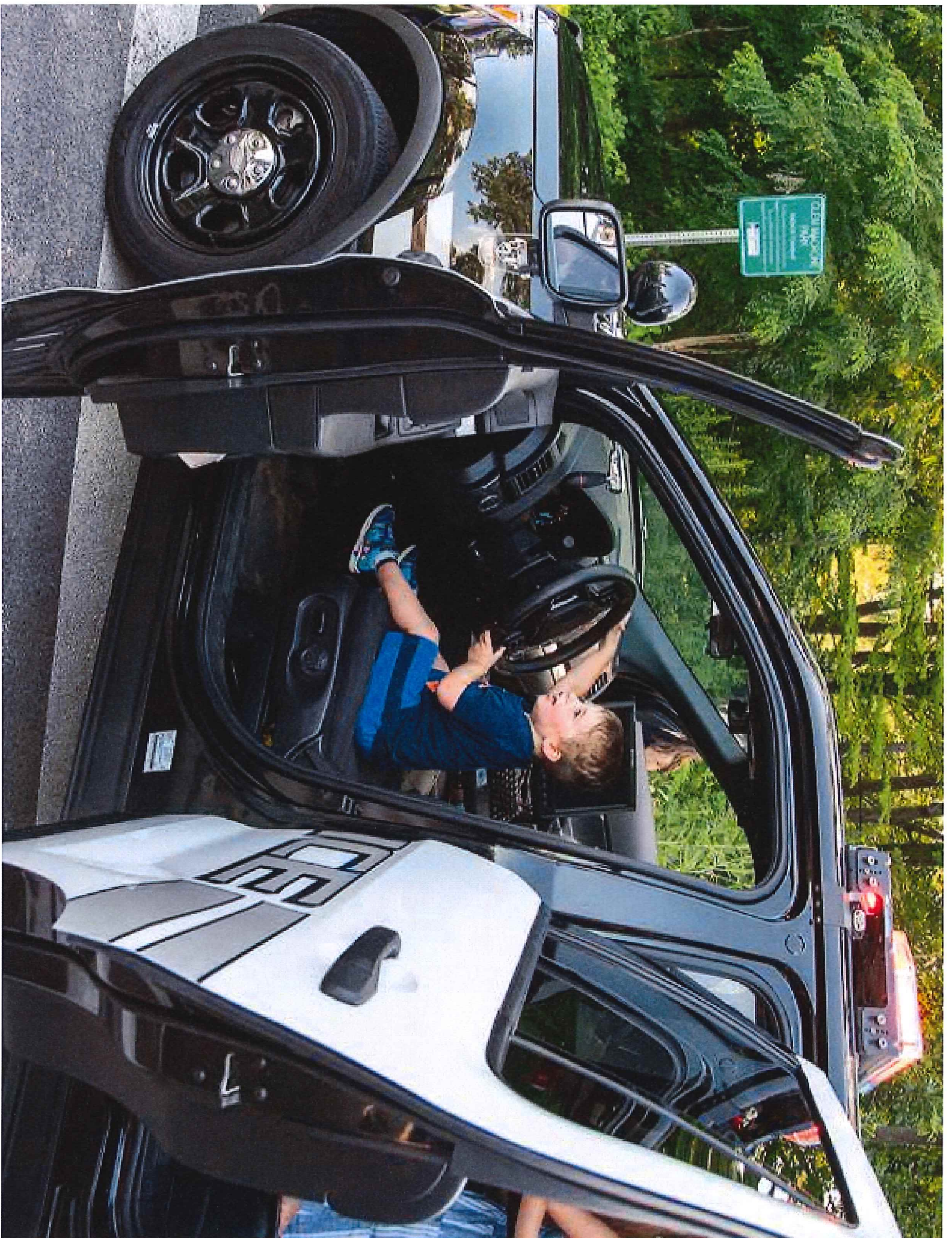
EMERGENCY DIAL 911

NO PARKING

TRUCKS

NO PARKING

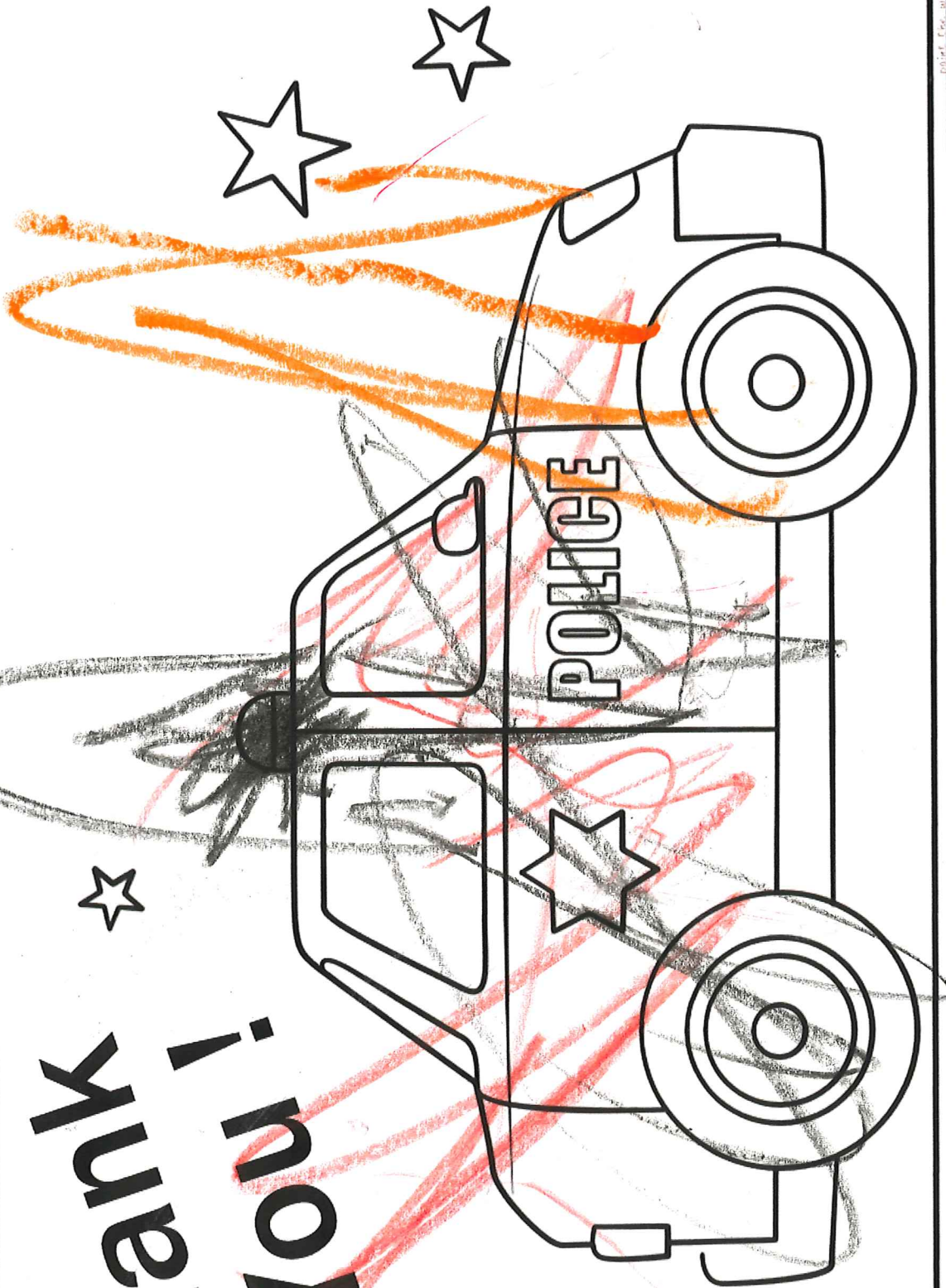
TRUCKS

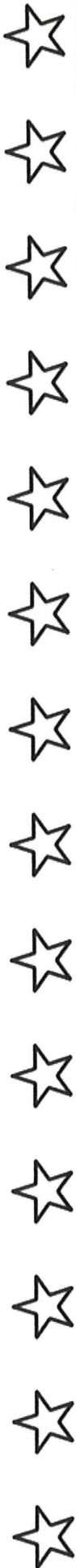




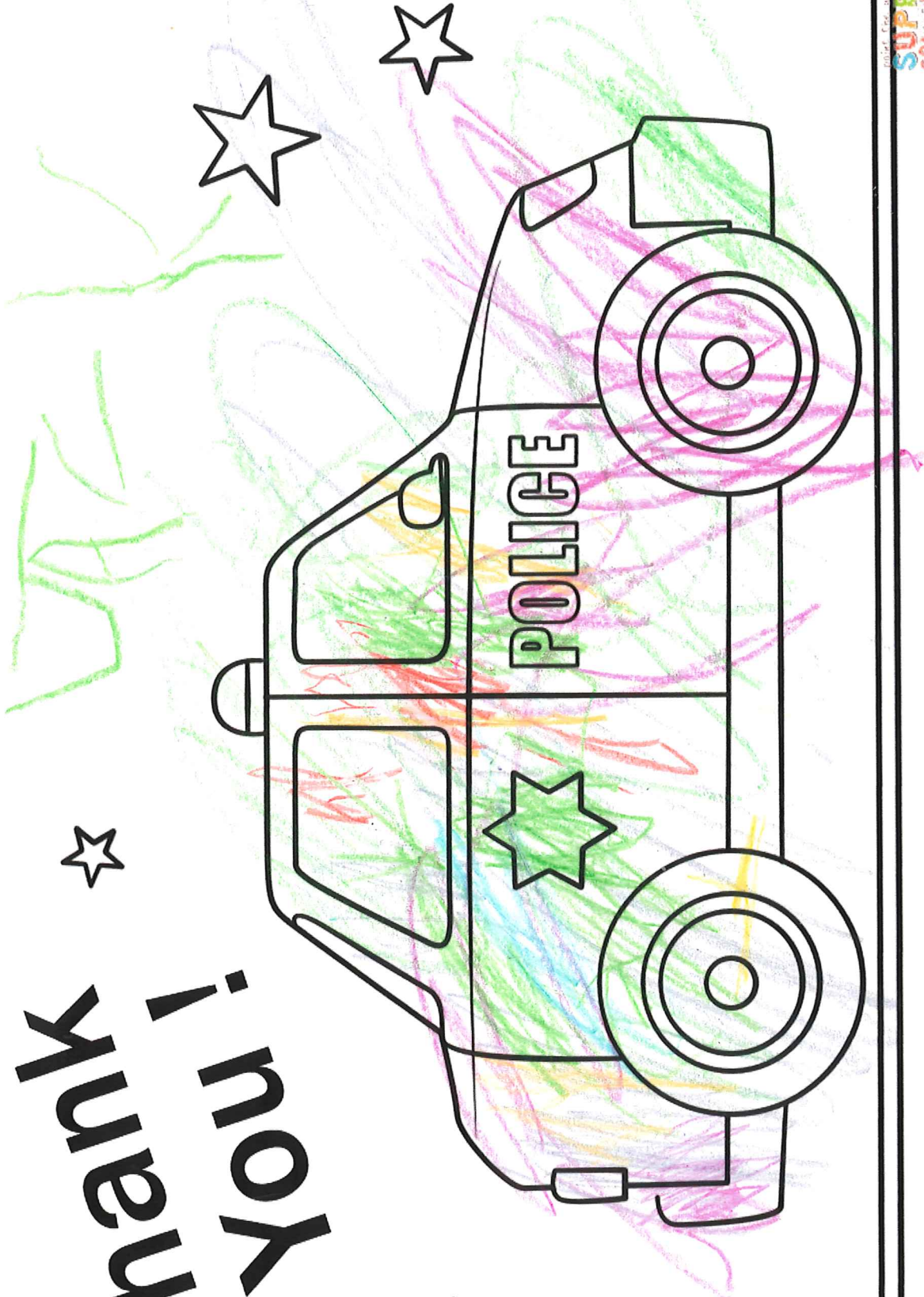


**Thank  
You!**



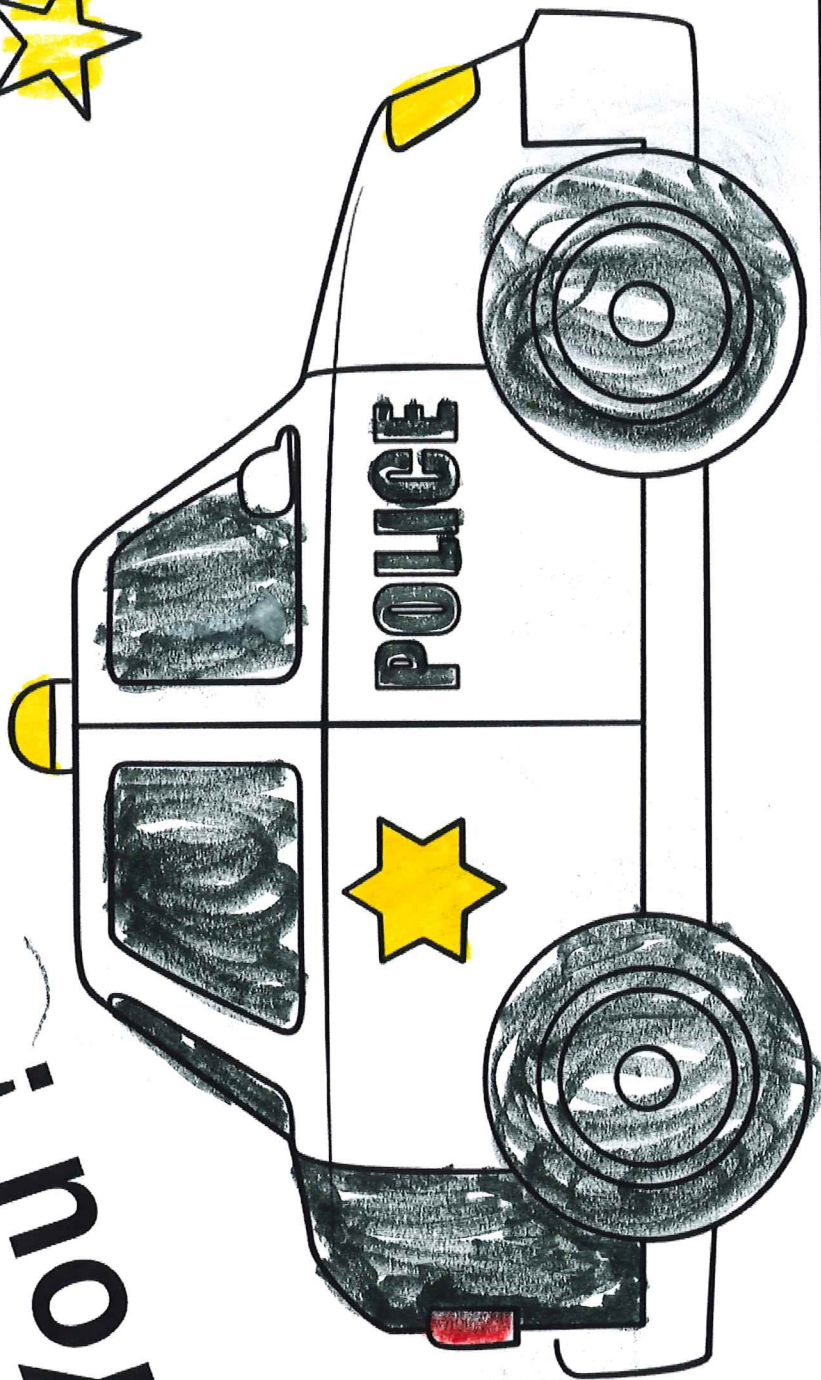


**Thank  
You!**





Thank  
You!





**READING WITH RADNOR POLICE**

**ODORISIO PARK**

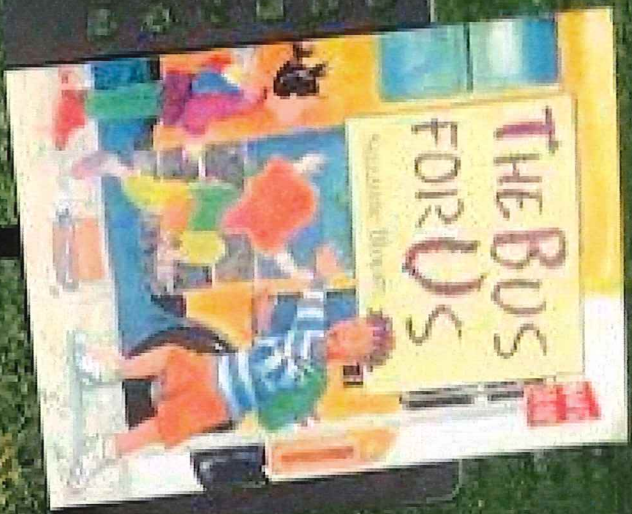
August 1, 2019

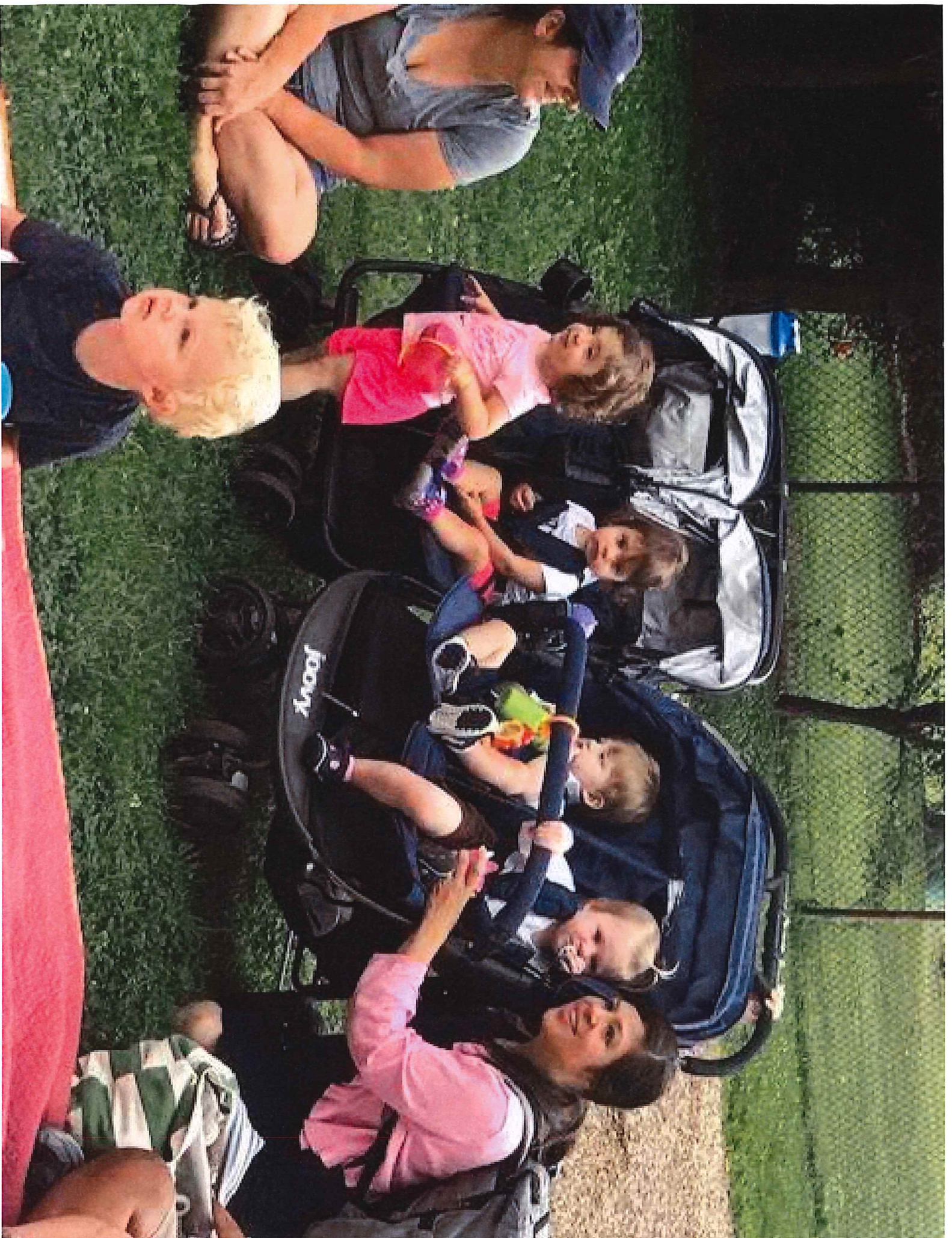
Hi Chris,

Here are a few photos from the reading Thursday afternoon. It was nice to meet you. And, I have one more children's book about police that I'll bring to the Unity Day reading.

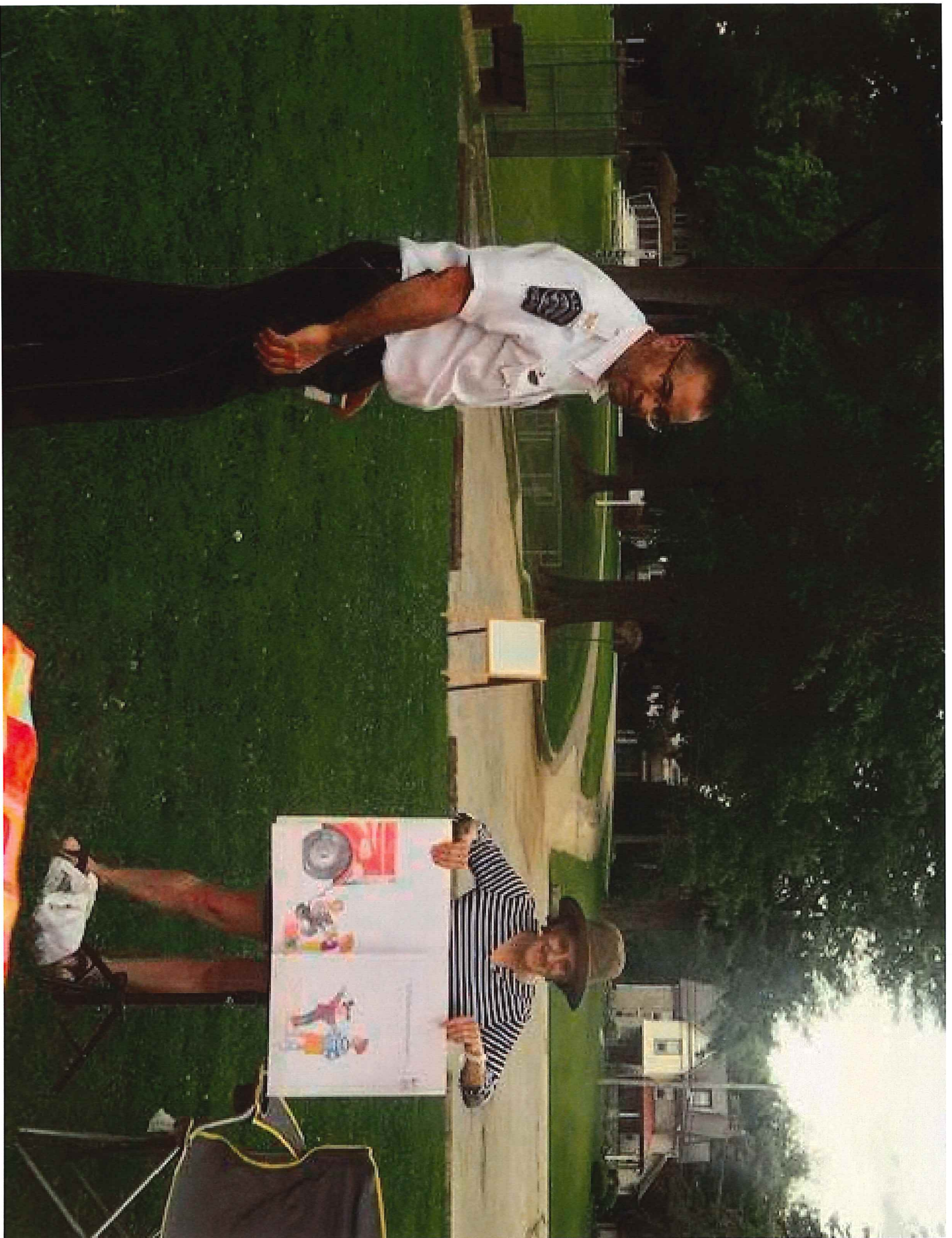
All the best,  
Jacqui.











# CERTIFICATE OF APPROPRIATENESS

Radnor Township Historical and Architectural Review Board  
Radnor Township, Pennsylvania



|                             |                                    |
|-----------------------------|------------------------------------|
| <b>NAME OF OWNER:</b>       | KARA NASREEN                       |
| <b>OWNER ADDRESS:</b>       | 224 LANSDOWNE AVE, WAYNE, PA 19087 |
| <b>ADDRESS OF PROPERTY:</b> | 224 LANSDOWNE AV , WAYNE PA 19087  |
| <b>APPLICATION NUMBER:</b>  | HARB-2019-09                       |

Subject to the conditions below the above owner, having complied with the Radnor Township Historical and Architectural Review Board (HARB) process, is hereby granted this permit for the

**Install new front steps and covered porch floor. Existing damaged stucco to be replaced with composition clap board siding. Addition off side and back of existing house to match.**

at the address specified and may proceed with the building permit process. If not completed within one year of the date hereof, this permit is void and new application must be made. This Approval is subject to the Applicant applying for and receiving all necessary permits and approvals; and complying with all applicable Municipal regulations. Owner specifically gives the building inspector or designated official the right to inspect the work during progress and at completion.

## NOTES AND/OR CONDITIONS OF APPROVAL:

Application approved as submitted with the condition that the roof line of the addition be in line with the roof line of the existing house.

**ISSUED:** Monday, August 12, 2019

**TOWNSHIP OFFICIAL**

**ACCEPTED BY APPLICANT**

\_\_\_\_\_

\_\_\_\_\_



# CERTIFICATE OF APPROPRIATENESS

Radnor Township Historical and Architectural Review Board  
Radnor Township, Pennsylvania



|                             |                                   |
|-----------------------------|-----------------------------------|
| <b>NAME OF OWNER:</b>       | BABIN EDWARD G                    |
| <b>OWNER ADDRESS:</b>       | 406 WOODLAND AVE, WAYNE, PA 19087 |
| <b>ADDRESS OF PROPERTY:</b> | 406 WOODLAND AV , WAYNE PA 19087  |
| <b>APPLICATION NUMBER:</b>  | HARB-2019-11                      |

Subject to the conditions below the above owner, having complied with the Radnor Township Historical and Architectural Review Board (HARB) process, is hereby granted this permit for the

**Revision to garage renovations/additions from previous submittal (HARB-2019-01)**

at the address specified and may proceed with the building permit process. If not completed within one year of the date hereof, this permit is void and new application must be made. This Approval is subject to the Applicant applying for and receiving all necessary permits and approvals; and complying with all applicable Municipal regulations. Owner specifically gives the building inspector or designated official the right to inspect the work during progress and at completion.

**NOTES AND/OR CONDITIONS OF APPROVAL:**

**ISSUED:** Monday, August 12, 2019

**TOWNSHIP OFFICIAL**

**ACCEPTED BY APPLICANT**

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# CERTIFICATE OF APPROPRIATENESS

Radnor Township Historical and Architectural Review Board  
Radnor Township, Pennsylvania



|                             |                                  |
|-----------------------------|----------------------------------|
| <b>NAME OF OWNER:</b>       | GRANT GREGOR J & ELIZABETH E     |
| <b>OWNER ADDRESS:</b>       | 401 CHESTNUT LN, WAYNE, PA 19087 |
| <b>ADDRESS OF PROPERTY:</b> | 401 CHESTNUT LA , WAYNE PA 19087 |
| <b>APPLICATION NUMBER:</b>  | HARB-2019-12                     |

Subject to the conditions below the above owner, having complied with the Radnor Township Historical and Architectural Review Board (HARB) process, is hereby granted this permit for the

### **Front porch addition.**

at the address specified and may proceed with the building permit process. If not completed within one year of the date hereof, this permit is void and new application must be made. This Approval is subject to the Applicant applying for and receiving all necessary permits and approvals; and complying with all applicable Municipal regulations. Owner specifically gives the building inspector or designated official the right to inspect the work during progress and at completion.

### **NOTES AND/OR CONDITIONS OF APPROVAL:**

Approved as submitted.

**ISSUED:** Monday, August 12, 2019

**TOWNSHIP OFFICIAL**

**ACCEPTED BY APPLICANT**

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# CERTIFICATE OF APPROPRIATENESS

Radnor Township Historical and Architectural Review Board  
Radnor Township, Pennsylvania



**NAME OF OWNER:** MISKA DAVID & SUSAN P  
**OWNER ADDRESS:** 220 LENOIR AVE, WAYNE, PA 19087  
**ADDRESS OF PROPERTY:** 220 LENOIR AV , WAYNE PA 19087  
**APPLICATION NUMBER:** HARB-2019-13

Subject to the conditions below the above owner, having complied with the Radnor Township Historical and Architectural Review Board (HARB) process, is hereby granted this permit for the

**Creation of a one story addition to add a family room, mudroom with laundry and new basement access while also planning for aging in place.**

at the address specified and may proceed with the building permit process. If not completed within one year of the date hereof, this permit is void and new application must be made. This Approval is subject to the Applicant applying for and receiving all necessary permits and approvals; and complying with all applicable Municipal regulations. Owner specifically gives the building inspector or designated official the right to inspect the work during progress and at completion.

## NOTES AND/OR CONDITIONS OF APPROVAL:

Approved as submitted.

**ISSUED:** Monday, August 12, 2019

**TOWNSHIP OFFICIAL**

**ACCEPTED BY APPLICANT**

\_\_\_\_\_

\_\_\_\_\_

# Resolution #2019-81

**BE IT RESOLVED**, by authority of the Radnor Township Board of Commissioners  
(Name of governing body)  
of the Radnor Township, Delaware County, and it  
(Name of MUNICIPALITY)  
is hereby resolved by authority of the same, that the Township Manager  
(designate official title)  
of said MUNICIPALITY is authorized and directed to submit the attached Application for Traffic  
Signal Approval to the Pennsylvania Department of Transportation and to sign this Application on behalf of  
the MUNICIPALITY.

**ATTEST:**

Radnor Township  
(Name of MUNICIPALITY)

Robert A. Zienkowski, Township Manager  
(Signature and designation of official title)

By: Lisa Borowski, President, Board of Comm.  
(Signature and designation of official title)

I, Lisa Borowski,  
(Name)

President, Board of Commissioners  
(Official Title)

of the Township of Radnor, do hereby certify that the foregoing  
(Name of governing body and MUNICIPALITY)

is a true and correct copy of the Resolution adopted at a regular meeting of the

Radnor Township Board of Commissioners, held the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.  
(Name of governing body)

**DATE:** \_\_\_\_\_

President, Board of Commissioners  
(Signature and designation of official title)

**Radnor Township**  
**PROPOSED LEGISLATION**

DATE: August 5th, 2019

TO: Radnor Township Board of Commissioners

FROM: Stephen F. Norcini, P.E., Township Engineer *SN*

CC: Robert A. Zienkowski, Township Manager  
William M. White, Assistant Township Manager/Finance Director

**LEGISLATION:** Resolution #2019-81- Authorizing the TE-160 Maintenance Agreement for the Proposed Traffic Signal at King of Prussia and Raider Roads

**LEGISLATIVE HISTORY:** This item has not been before the Board of Commissioners previously.

**PURPOSE AND EXPLANATION:** As part of the Land Development Process of 145 King of Prussia Road, it was required that a traffic signal be installed, at the developer's expense, at the intersection of Raider Road and King of Prussia Road (at the Radnor Senior High School). In order for the developer to obtain the needed Penn DOT permits, the Township must execute the required TE-160 maintenance form. Since the Township will be the owner of the signal once the process is complete, we will be required to maintain the signal, as we do all flashing signals within the Township.

**IMPLEMENTATION SCHEDULE:** Pending Board of Commissioners approval, the TE 160 form will be submitted to Penn DOT, and the permit will be processed.

**FISCAL IMPACT:** There is no fiscal impact (no cost) to the Township to complete the TE 160.

**RECOMMENDED ACTION:** *Staff respectfully requests the Board of Commissioners of Radnor Township Authorize the TE-160 Maintenance Agreement for the Proposed Traffic Signal at King of Prussia and Raider Road*

# Application for Traffic Signal Approval

Please Type or Print all information in Blue or Black Ink



County : \_\_\_\_\_  
Engineering District : \_\_\_\_\_  
Department Tracking # : \_\_\_\_\_  
Initial Submission Date : \_\_\_\_\_

## A - Applicant's (Municipal) Contact Information

Municipal Contact's Name : Stephen McNelis Title : Director of Public Works  
Municipal Name : Radnor Township, Delaware County  
Municipal Address : 301 Iven Avenue, Wayne, PA 19087-5297  
Municipal Phone Number : 610-688-5600 Alternative Phone Number : \_\_\_\_\_  
E-mail Address : smcnelis@radnor.org  
Municipal Hours of Operation : Monday to Friday - 7:00 AM to 3:30 PM

## B - Application Description

Location (*intersection*) : King of Prussia Road and Raider Road

Traffic Control Device is :  NEW Traffic Signal  EXISTING Traffic Signal (Permit Number) : 63-2892

Type of Device (*select one*)  Traffic Control Signal (MUTCD Section 4D, 4E, 4G)  Flashing Beacon (MUTCD Section 4L)  School Warning System (MUTCD Section 7B)  
 Other : \_\_\_\_\_

Is Traffic Signal part of a system? :  YES  NO System Number (*if applicable*) : 0071

If YES, provide locations of all signalized intersections in system.

Lancaster Ave. (SR 30) & St. Davids/Chamounix Rd, Lancaster Ave. (SR 30) & St. Davids Square West, Lancaster Ave. (SR 30) & St. Davids Square East, Lancaster Ave. (SR 30) & Radnor-Chester Road (SR 1021), Lancaster Ave. (SR 30) & I-476 Southbound Ramps, Lancaster Ave. (SR 30) & I-476/King of Prussia Road, Lancaster Ave. (SR 30) & I-476 Ramp/Hillside Circle, Lancaster Ave. (SR 30) & Villanova Center

Explain the proposed improvements :

The installation of a new traffic signal at the intersection of King of Prussia Road and Raider Road and the incorporation of the traffic signal into the the Lancaster Avenue system.

Associated with Highway Occupancy Permit (HOP)? :  YES  NO If YES, HOP Application # : \_\_\_\_\_

## C - Maintenance and Operation Information

Maintenance and Operations are typically performed by? :

Municipal Personnel  Municipal Contractor  Municipal Personnel & Contractor  
 Other : \_\_\_\_\_

Maintenance and Operations Contact Name : Higgins Electric Company/Organization : Higgins Electric

Phone # : 610-566-3700 Alternative Phone # : 610-637-5359 E-mail : \_\_\_\_\_

## D - Attachments Listing

- |                                                                              |                                                     |                                                               |
|------------------------------------------------------------------------------|-----------------------------------------------------|---------------------------------------------------------------|
| <input checked="" type="checkbox"/> Municipal Resolution ( <i>required</i> ) | <input type="checkbox"/> Location Map               | <input type="checkbox"/> Traffic Volumes / Pedestrian Volumes |
| <input type="checkbox"/> Letter of Financial Commitment                      | <input type="checkbox"/> Photographs                | <input type="checkbox"/> Turn Lane Analysis                   |
| <input type="checkbox"/> Traffic Signal Permit                               | <input type="checkbox"/> Straight Line Diagram      | <input type="checkbox"/> Turn Restriction Studies             |
| <input type="checkbox"/> Warrant Analysis                                    | <input type="checkbox"/> Capacity Analysis          | <input type="checkbox"/> Other : _____                        |
| <input type="checkbox"/> Crash Analysis                                      | <input type="checkbox"/> Traffic Impact Study (TIS) |                                                               |
| <input type="checkbox"/> Traffic Signal Study                                | <input type="checkbox"/> Condition Diagram          |                                                               |

# Application for Traffic Signal Approval

Please Type or Print all information in Blue or Black Ink



County : \_\_\_\_\_

Engineering District : \_\_\_\_\_

Department Tracking # : \_\_\_\_\_

Initial Submission Date : \_\_\_\_\_

## E - Applicant (Municipal) Certification

The applicant desires to own, operate, and maintain the traffic control device in the location indicated above; and the Vehicle Code requires the approval of the Department of Transportation ("Department") before any traffic signals may be legally erected or modified. A signed Application for Traffic Signal Approval (TE-160) must be submitted in conformance with the instructions provided by the Department, and a Traffic Signal Permit must be issued, before any work can begin.

If the Department approves a traffic signal after a traffic engineering study and engineering judgment indicates the need, the traffic signal shall be installed, owned, operated, and maintained within the parameters indicated in the Vehicle Code and the Department's regulations relating to traffic signs, signals, and markings. The Department may direct appropriate alterations to the design or operation (including, but not limited to, hours of operation) of the traffic signal, or require removal of the traffic signal, if traffic conditions or other considerations necessitate alteration or removal.

All items associated with the traffic control device (geometric features, signs, signals, pavement markings, pedestrian accommodations, and other traffic control device associated items) are the applicant's responsibility. The Traffic Signal Permit will then document all of the items associated with operation of each traffic control device. The applicant, at its sole expense, shall provide the necessary inspection, maintenance, and operation activities in conformance with the Department's Publication 191 or as otherwise agreed to by the Department. The applicant shall perform the preventative and responsive maintenance requirements and recordkeeping in accordance with the exhibits specified below. If the applicant fails to provide the required inspection, maintenance, or operation services within thirty (30) days of receipt of written notice from the Department, the Department shall have the right to perform the required inspection, maintenance, or operation services in the applicant's stead and the applicant shall reimburse the Department for all costs incurred. Federal- and/or state-aid participation may be withheld on all future projects if the applicant fails to demonstrate to the Department the ability to provide all required maintenance and operation services. The applicant certifies that it has funds available and committed for the operation and maintenance of the traffic control device and that it will make available sufficient funds for all required future inspection, maintenance, and operation activities.

The applicant shall indemnify, save harmless and, defend (if requested) the Commonwealth of Pennsylvania, its agents, representatives, and employees from and against any damages recoverable under the Sovereign Immunity Act, 42 Pa. C.S. §§ 8521-8528, up to the limitations on damages under said law, arising out of any personal injury or damage to property which is finally determined by a court to be caused by or result from acts or omissions of the applicant and for which a court has held applicant, its officials, or employees to be liable. This provision shall not be construed to limit the applicant in asserting any rights or defenses. Additionally, the applicant shall include in any contracts into which it enters for maintenance, operation, or inspection of the traffic control device this same obligation to indemnify the Commonwealth and its officers, agents, and employees; and it shall require its contractor(s) to provide public liability insurance coverage, naming the Commonwealth and the applicant as additional insureds for bodily injury, including death and property damage, in the minimum amounts of \$500,000 per person, \$1,000,000 per occurrence, it being the intention of parties to have the contractor fully insure and indemnify the Commonwealth and the applicant.

The applicant shall comply with the study and ordinance requirements of 75 Pa. C.S. § 6109. The applicant submits this application with the intention of being legally bound.

Neither this application nor any Traffic Signal Permit creates any rights or obligations with respect to parties other than the applicant and the Department. Third parties may not rely upon any representations made by either the applicant or the Department in connection with the submission or approval of this application or any work permitted or approved that is related to this application, as regards either payment of funds or performance of any particular item of maintenance precisely as specified.

The applicant agrees to comply with the attached Exhibits:

- Exhibit "A": Preventative and Response Maintenance Requirements (Sheet 3 of 5 )
- Exhibit "B": Recordkeeping (Sheet 4 of 5 )
- Exhibit "C": Signal Maintenance Organization (Sheet 5 of 5 )

**Printed Municipal Contact Name :** Stephen McNelis **Date :** \_\_\_\_\_

**Signed By :** \_\_\_\_\_ **Witness or Attest :** \_\_\_\_\_

**Title of Signatory :** Director of Public Works **Title of Witness or Attester:** \_\_\_\_\_

**Exhibit "A":  
 Preventative and Response Maintenance  
 Requirements**



County : \_\_\_\_\_  
 Engineering District : \_\_\_\_\_  
 Department Tracking # : \_\_\_\_\_  
 Initial Submission Date : \_\_\_\_\_

**Preventive Maintenance**

The APPLICANT or its contractor will provide preventive maintenance for each individual component of the traffic signal installation covered by this application at intervals not less than those indicated in the Preventive Maintenance Summary, PA DOT Publication 191, current version. This is the recommended level of maintenance to keep the intersection control equipment and signals in mechanically, structurally and aesthetically good condition.

**Response Maintenance**

The APPLICANT or its contractor will provide response maintenance in accordance with the provisions of the Response Maintenance Schedule. It encompasses the work necessary to restore a traffic signal system to proper and safe operation. Includes Emergency Repair and Final Repair.

**FINAL REPAIR:**

Repair or replace failed equipment to restore system to proper and safe operation in accordance with permit within a 24-hour period.

**EMERGENCY REPAIR:**

Use alternative means or mode to temporarily restore system to safe operation within a 24-hour period. Final repair must then be completed within 30 days unless prohibited by weather conditions or availability of equipment.

**Response Maintenance Schedule**

| <u>KNOCKDOWNS</u>                   | <u>TYPE OF REPAIR PERMITTED</u> |
|-------------------------------------|---------------------------------|
| Support - Mast arm                  | Emergency or Final              |
| Support - Strain pole               | Emergency or Final              |
| Span wire/tether wire               | Final Only                      |
| Pedestal                            | Emergency or Final              |
| Cabinet                             | Emergency or Final              |
| Signal heads                        | Final Only                      |
| <br><b><u>EQUIPMENT FAILURE</u></b> |                                 |
| Lamp burnout (veh. & ped.)          | Final Only                      |
| Local controller                    | Emergency or Final              |
| Master controller                   | Emergency or Final              |
| Detector sensor                     |                                 |
| - Loop                              | Emergency or Final              |
| - Magnetometer                      | Emergency or Final              |
| - Sonic                             | Emergency or Final              |
| - Magnetic                          | Emergency or Final              |
| - Pushbutton                        | Emergency or Final              |
| Detector amplifier                  | Emergency or Final              |
| Conflict monitor                    | Final Only                      |
| Flasher                             | Final Only                      |
| Time clock                          | Emergency or Final              |
| Load switch/relay                   | Final Only                      |
| Coordination unit                   | Emergency or Final              |
| Communication interface, mode       | Emergency or Final              |
| Signal cable                        | Final Only                      |
| Traffic Signal Communications       | Final Only                      |
| Traffic Signal Systems              | Final Only                      |



**Exhibit "B":  
Recordkeeping**

County : \_\_\_\_\_  
 Engineering District : \_\_\_\_\_  
 Department Tracking # : \_\_\_\_\_  
 Initial Submission Date : \_\_\_\_\_

**Recordkeeping**

Accurate and up-to-date recordkeeping is an essential component of a good traffic signal maintenance program. In recognition of this fact, the APPLICANT must prepare, retain, and make available to the COMMONWEALTH, on request, a record of all preventive and response maintenance activities performed on the traffic signal equipment covered by this application.

The APPLICANT shall establish a separate file for each installation and keep its records in the municipal building, signal maintenance shop, or other weather-protected enclosure.

At a minimum, the following records will be kept by the APPLICANT or its contractor for each traffic signal. These forms can be found in Section 10.0, Maintenance Record Forms, PA DOT Publication 191, current version.

FORM 1 - Master Intersection Record

This form, which lists all maintenance functions performed at the intersection, should be updated within one day of the activity but no more than one week later.

FORM 2 - Response Maintenance Record

Each time response maintenance is required at the intersection, this form is to be completed. Once the pertinent information is transferred to the master intersection record, this form is to be placed in the intersection file.

FORM 3 - Preventive Maintenance Record

This form will be used to provide a record of the preventive maintenance activities performed at each intersection. The date, the activities performed, and the signature of the person in charge of the work must be recorded in the form.

This form may be kept at the intersection, if it is adequately protected from the weather. Form 1 must be updated at the central file, however, to reflect the date and activity.

**Exhibit "C":  
Signal Maintenance Organization**

County : \_\_\_\_\_  
 Engineering District : \_\_\_\_\_  
 Department Tracking # : \_\_\_\_\_  
 Initial Submission Date : \_\_\_\_\_

**Personnel Classifications**

In order to properly maintain the traffic signal equipment covered by this applicant, the APPLICANT agrees to provide, as minimum, the following staff throughout the useful life of equipment. The APPLICANT agrees to abide by all guidance provided in PA DOT Publication 191.

**Traffic Engineer** - The administrative position which has prime responsibility for the proper operation of traffic signal equipment. The principal function of this position is the supervision and control of subordinate personnel and the planning of their activities to ensure adequate preventive and response maintenance programs.

**Minimum Position Requirements**

1. A thorough understanding of traffic signal design, installation and maintenance.
2. A working knowledge of the interaction between the following traffic characteristics: Intersection geometry, traffic flow theory, control type (fixed time, actuated, etc.), signal phasing and timing, and interconnection.
3. An ability to supervise subordinate personnel effectively in the assignment of their work.
4. Possession of a college degree in engineering, which includes course work in traffic engineering.
5. Either four years experience in the field of traffic engineering or its equivalent in graduate college work.

**Signal Specialist** - The individual responsible for the diagnostics and repair of all traffic signal equipment including solid state equipment.

**Minimum Position Requirements**

1. Extensive training and troubleshooting skills in electronics and software.
2. Ability to repair modules in the shop and to design test equipment needed to diagnose and repair a problem.
3. Ability to make design and modifications to implement or omit special functions.
4. Ability to implement a recordkeeping system to include maintenance activities, inventory control and identification of recurring problems.
5. Ability to perform all tasks required of a signal technician.

**Signal Technician** - Individual responsible for the operation and maintenance of traffic signals and electromechanical equipment.

**Minimum Position Requirements**

1. Ability to perform response maintenance on solid state equipment up to the device exchange level.
2. Capability to diagnose a vehicle loop failure and initiate corrective action.
3. Ability to tune detector amplifiers.
4. Ability to follow wiring schematics, check and set timings from plan sheet and check all field connections.
5. Ability to perform preventive maintenance on all equipment and to maintain accurate records of all work perform.

**Training**

The APPLICANT agrees to secure training in order to upgrade the ability of its present staff to properly perform the required maintenance functions. The APPLICANT agrees to abide by all guidance provided in PA DOT Publication 191.

**Budget Requirements**

The APPLICANT agrees to provide, in its annual operating budget, dedicated funds which are sufficient to cover the cost of the personnel, training, contractors (if utilized) and specialized maintenance equipment which are required, by virtue of this application. The APPLICANT agrees to abide by all guidance provided in PA DOT Publication 191..

## Application Instructions



### A - Applicant's (Municipal) Contact Information

**Municipal Contact's Name:** Provide the municipal contact name that is (or will be responsible) for the traffic signal. Typically this is either the Municipal Manager or Roadmaster.

**Title:** Provide the title of the municipal contact name.

**Municipal Name:** Provide the official municipal name.

**Municipal Address:** Provide the full address of the municipal building.

**Municipal Phone Number:** Provide the municipal phone number of the municipal contact.

**Alternative Phone Number:** Provide an alternative phone number of the municipal contact.

**E-mail Address:** Provide the e-mail address of the municipal contact.

**Municipal Hours of Operation:** Please provide the municipalities normal operating hours (i.e. Monday-Thursday 9 AM - 2 PM)

### B - Application Description

**Location (*intersection*):** Please provide a detailed location of the device or devices being considered for approval.

Please include any State Route and/or local road names in your description.

**Traffic Control Device is:** (Please select one of the two following categories)

**NEW Traffic Signal:** This item should be selected when requesting approval of a traffic signal that is currently not in operation at the device location indicated above.

**EXISTING Traffic Signal:** This item should be selected when requesting approval to make a modification or update to an existing traffic signal.

**(Permit Number):** Please provide the traffic signal permit number.

**Type of Device (select one):** (Please select one of the four following categories)

**Traffic Control Signal:** As defined in federal Manual on Uniform Traffic Control Devices (MUTCD) Sections 4D, 4E, and 4G. When selecting this category this is the typical red/yellow/green and pedestrian signal indications

**Flashing Beacon:** As defined in federal Manual on Uniform Traffic Control Devices (MUTCD) Section 4L. When selecting this category, this is typically either the flashing yellow/red signal at an intersection and/or the flashing yellow warning sign.

**School Warning System:** As defined in federal Manual on Uniform Traffic Control Devices (MUTCD) Section 7B. When selecting this category, this is typically the flashing school warning sign with a 15 mph indication.

**Other:** When selecting this category, this pertains to all other permitted electrically powered traffic control devices approved by the Department.

**Is Traffic Signal part of a system?:** Check off the appropriate box, either YES or NO. If YES, please fill in the **System Number (if applicable):** line.

**Explain the proposed improvements:** Provide a description of the proposed improvements to the intersection. This may be as complex as installing and/or upgrading a traffic signal or as non-complex as placement of a new traffic sign to supplement an existing traffic signal.

**Associated with Highway Occupancy Permit (HOP)?:** Check off the appropriate box, either YES or NO. If YES, please fill in the **Application #:** line.

### C - Maintenance and Operation Information

**Maintenance and Operations are typically performed by?:** Please indicate if maintenance and operation will be performed by Municipal Personnel or through Contract Services.

**Maintenance and Operations Contact Name:** Provide the primary maintenance contact name for the individual that is (or will be responsible) for the maintenance and operation of the traffic signal.

**Company/Organization:** Provide the name of the company/organization with which the primary maintenance contact is affiliated.

**Phone #:** Provide the phone number for the primary maintenance contact.

**Alternative Phone #:** Provide an alternative phone number for the primary maintenance contact or affiliated company/organization.

**E-mail:** Provide the e-mail address for the primary maintenance contact.

### D - Attachments Listing

Check off all documents which will be submitted along with this application. Note that a Municipal Resolution, authorizing the municipal contact to submit and sign the application, is a required document.

A sample Municipal Resolution has been provided on the next page.

### E - Applicant (Municipal) Certification

**Printed Municipal Contact Name:** Please print the name of the municipal contact person signing the application.

**Date:** Please provide the date on which the application was signed.

**Signed By:** Please provide the signature of the named municipal contact.

**Title of Signatory:** Please provide the title of municipal contact.

**Witness or Attest:** Please provide the signature of the person witnessing or attesting the signature.

**Witness or Attester:** Please provide the title of the person witnessing or attesting the signature.

**RADNOR TOWNSHIP POLICE DEPARTMENT**

**301 Iven Avenue  
Wayne, Pennsylvania 19087-5297  
(610) 688-0503 □ Fax (610) 688-1238**

**Christopher B. Flanagan  
Police Superintendent**

**TO:** Radnor Township Commissioners; Robert A. Zienkowski, Township Manager; William M. White, Director of Finance; Stephen F. Norcini, Township Engineer; Steve McNelis, Public Works Director; Tammy Cohen, Director of Recreation and Community Programming; Kevin W. Kochanski, Director of Community Development; Bill Cassidy, Field Leader; Sgt. Mark Stiansen, Officer Alex Janoski; Officer Pat Lacey, Officer Ken Piree, Officer Ray Matus, Traffic Safety Unit; William Gallagher, Supervisor of Parking; Amy Kaminski, Traffic Engineer for Gilmore and Associates; Vera DiMaio, Administrative Assistant

**FR:** Christopher B. Flanagan

**RE: STAFF TRAFFIC COMMITTEE MEETING HELD IN THE POLICE ROLL CALL ROOM, WEDNESDAY, JULY 17, 2019, 10:00 AM.**

**NEW BUSINESS**

1. School Zone Consideration near Radnor High School on Radnor Chester Road and King of Prussia Road

Sergeant Mark Stiansen stated RPD would like that 15 mph school zone signs be installed on N. Radnor Chester Road and King of Prussia Road.. Gilmore and Associates has been asked to handle the study. PennDot reports that TE-112 Application and TE-160 School Zone Study will need to be submitted. For this to occur, a Pedestrian count will have to be conducted, per PennDot, when school is back in session. If the Pedestrian count reflects that there are students walking PennDot will approve installation with a plan submission.

2. Main Line Chamber of Commerce requests to hold their annual 5K Race on September 8, 2019 at 0830 hours

Staff Traffic Committee approves the Main Line Chamber of Commerce Annual 5K Race on September 8, 2019.

**See attached spreadsheet for pending issues**



# RADNOR TOWNSHIP POLICE DEPARTMENT

301 Iven Ave., Wayne, PA 19087

## July 2019 Staff Traffic Status Report

|                                                                                             |                                                                                                                                                                                                                                                                                                                                                                             |                                                                                                                                                                                                                                                                                         |
|---------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <p>Radnor Fire Company requests evaluation of traffic and parking on South Wayne Avenue</p> | <p>12/20/2017 Radnor Fire Company is interested in:</p> <ul style="list-style-type: none"> <li>Emergency pre-emption at the Fire Station on S. Wayne Avenue.</li> </ul> <p>This request has been noted in the 2019 Capital Plan. At this time, capital projects are not yet funded. The Board of Commissioners will determine which projects are funded.</p>                | <p>Also, the pedestrian walkway will be upgraded to a continental crosswalk, and signage adjusted accordingly.</p>                                                                                                                                                                      |
| <p>County Line Corridor Study (from Lancaster Avenue to Conestoga Road)</p>                 | <p>Staff Traffic Committee &amp; Lower Merion Township discussions to expand study area to County Line Road corridor study</p> <p>A request in the Capital budget was made regarding the pedestrian island at County Line and Lancaster Avenue. At this time, capital projects are not yet funded. The Board of Commissioners will determine which projects are funded.</p> | <p>Report was posted online (both LM and Radnor sites)</p> <p>Possible 2020 capital budget request</p> <p>Since many of these projects also impact Lower Merion Township, Radnor Township will meet with Lower Merion Township to discuss project priority funding and cost sharing</p> |
| <p>King of Prussia Bridge</p>                                                               | <p>Strike issues</p>                                                                                                                                                                                                                                                                                                                                                        | <p>The Pennsylvania Department of Transportation has installed additional (large and numerous) signs warning of the bridge height.</p>                                                                                                                                                  |



**RADNOR TOWNSHIP POLICE DEPARTMENT**  
 301 Iven Ave., Wayne, PA 19087

**July 2019 Staff Traffic Status Report**

|                                                                                  |                                                                                                                                                                                                                                                                                                                        |                                                                                                                                                                                                                                                                                                                                                                     |
|----------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <p>N. Wayne Ave/Poplar Ave/West Avenue Pedestrian Improvement Signal project</p> | <ul style="list-style-type: none"> <li>• DCED MTF grant awarded; construct signal and pedestrian improvements at intersection</li> </ul>                                                                                                                                                                               | <p>The design contract has been awarded to Gilmore and Associates. Pending multi-agency reviews, lead time for signal equipment, construction anticipated in late 2020. This project is funded by a DCED MTF Grant and General Obligation Bond Issue.</p>                                                                                                           |
| <p>Walnut Avenue Triangle Intersection discussion</p>                            | <p>Powerpoint was completed. Steve Norcini advised not to place a tree in the triangle due to possible site obstruction. A site visit was planned prior to any installation. No site visit was performed. Mr. Velunti planted a tree regardless of the recommendation of Staff Traffic Committee and Steve Norcini</p> | <p>The Superintendent and Engineer visited the site. The outcome was that the resident should have the petition passed through the neighborhood/street determined by PD), to gauge overall resident opinion on the plan. It was also noted that delivery trucks, hereby southbound North Wayne, turn onto Walnut, will cause the proposed island to be smaller.</p> |
| <p>King of Prussia Rd &amp; Eagle Rd intersection improvements</p>               | <p>Submit joint application for DCED MTF grant with Cabrini &amp; Eastern for left turn lanes on King of Prussia Road at Eagle Road/Pine Tree Rd</p>                                                                                                                                                                   | <p>Funding requested in 2019 Capital Budget. Grant received, awaiting for capital budget approval. The Township is issuing general obligation bonds to fund this and other projects.</p>                                                                                                                                                                            |

**RESOLUTION NO. 2019-74**

**A RESOLUTION OF RADNOR TOWNSHIP, DELAWARE COUNTY, AUTHORIZING  
GILMORE & ASSOCIATES TO PROVIDE DESIGN AND BIDDING DOCUMENTS  
FOR THE KING OF PRUSSIA CROSSWALK AT GLENMARY ROAD, IN THE  
AMOUNT OF \*\$39,000**

*WHEREAS*, Radnor Township wishes to enhance pedestrian safety at the intersection of Glenmary and King of Prussia Roads

*WHEREAS*, staff is respectfully requesting the approval of the Gilmore and Associates cost proposal as noted:

\$30,000 Base Fee  
\$6,000 Additional Fee if a Highway Occupancy Permit is Required  
\$3,000 Additional Fee if a crosswalk is required across Glenmary Road  
\*\$39,000 total cost (if the additional items are required)

*NOW, THEREFORE*, be it **RESOLVED** by the Board of Commissioners of Radnor Township does hereby Authorize Gilmore & Associates to provide design and bidding documents for the King of Prussia Crosswalk at Glenmary Road, in the amount of \*\$39,000

**SO RESOLVED** this 12<sup>th</sup> day of August, A.D., 2019

**RADNOR TOWNSHIP**

By: \_\_\_\_\_  
Name: Lisa Borowski  
Title: President

ATTEST: \_\_\_\_\_  
Robert A. Zienkowski  
Manager/Secretary

**Radnor Township**  
**PROPOSED LEGISLATION**

DATE: August 5th, 2019

TO: Radnor Township Board of Commissioners

FROM: Stephen F. Norcini, P.E., Township Engineer *SFN*

CC: Robert A. Zienkowski, Township Manager  
William M. White, Assistant Township Manager/Finance Director  
Dennis Capella, Engineering Project Manager

**LEGISLATION: Resolution #2019-67 - Authorizing Gilmore & Associates to provide design and bidding documents for the King of Prussia Crosswalk at Glenmary Road, in the amount of \*\$39,000**

**LEGISLATIVE HISTORY:** The Township previously applied for a grant for this project; the grant was not awarded.

**PURPOSE AND EXPLANATION:** Staff is requesting the Commissioners authorize Gilmore and Associates to provide design and bidding documents for pedestrian improvements, in the form of a rapid flashing beacon (RFB) and crosswalk, at the intersection of King of Prussia Road and Glenmary Road. This project will enhance the safety of residents crossing to and from the Radnor Elementary School.

**IMPLEMENTATION SCHEDULE:** Pending Board of Commissioners approval, work will begin immediately. The schedule provided by Gilmore & Associates, notes an estimated completion date of April of 2021.

**\*FISCAL IMPACT:** This project is to be funded by the General Obligation Bond. Please note that the maximum cost for design and permitting is \$39,000, in the event a HOP or additional crosswalk is required. If these two items are not required, the cost for design and permitting is \$30,000.

**RECOMMENDED ACTION:** *Staff respectfully requests the Board of Commissioners of Radnor Township Authorizing Gilmore & Associates to provide design and bidding documents for the King of Prussia Crosswalk at Glenmary Road, in the amount of \*\$39,000*

Enclosure: G&A Proposal & Schedule





July 8, 2019

File No. 17-04079.02

Stephen F. Norcini, P.E.  
Radnor Township Engineer  
301 Iven Avenue  
Wayne, PA 19087

Reference: King of Prussia Rd (S.R. 1021) & Glenmary Rd Pedestrian Improvements  
Project Cost Estimate, Project Timeline and Service Agreement  
Radnor Township, Delaware County, PA

Dear Mr. Norcini:

During our recent coordination meeting at Radnor Township on June 6, 2019, you requested we provide a service agreement, construction cost estimate, and construction timeline to complete the permitting and construction of pedestrian improvements and a rectangular rapid flashing beacon (RRFB) at the intersection of King of Prussia Road (S.R. 1021) and Glenmary Road in Radnor Township, PA. We offer the following information for consideration and approval by the Board of Commissioners' at the upcoming July 15, 2019 business meeting. Our understanding is this agreement is due by no later than July 9, 2019 for consideration at the aforementioned Board of Commissioners' meeting. This agreement has been amended per your recent comments regarding timelines and board approval.

**PROJECT COSTS**

As a reminder, this project does not include grant funding and will be funded by Radnor Township. In addition to the provided service agreement at the end of this letter, we offer the following construction cost estimates based on the most recent engineering opinion of probable cost as shown in Table 1 below:

Table 1: *Glenmary Road Pedestrian Improvements Construction Costs*

| Project Costs                                              | Design Costs | Construction Costs | Contingency Costs | Inspection Costs | Project Total Costs |
|------------------------------------------------------------|--------------|--------------------|-------------------|------------------|---------------------|
| BASIC SERVICES                                             | \$30,000.00  | \$ 135,000.00      | \$ 4,100.00       | \$12,000.00      | \$181,100.00        |
| Additional cost for ALTERNATIVE 1 (PennDOT HOP)            | \$6,000.00   | -0-                | -0-               | \$2,000.00       | \$189,100.00        |
| Additional cost for ALTERNATIVE 2 (Glenmary Road Crossing) | \$3,000.00   | \$26,000.00        | \$1,000.00        | -0-              | \$211,100.00        |
| BASIC + ALT 1 & 2 TOTAL                                    | \$39,000.00  | \$161,000.00       | \$5,100.00        | \$14,000.00      | \$219,100.00        |

BUILDING ON A FOUNDATION OF EXCELLENCE

65 East Butler Avenue | Suite 100 | New Britain, PA 18901 | Phone: 215-345-4330 | Fax: 215-345-8606

[www.gilmore-assoc.com](http://www.gilmore-assoc.com)

### PROJECT TIMELINE

The timeline associated with this project requires coordination and approval with PennDOT HOP, Signals, and ADA followed by bid documents, advertisement, bid award and construction. We anticipate the following timeline based upon *Notice to Proceed* received following resolution passage by the Board of Commissioners at their 7/15/2019 business meeting understanding this is G&A's assumed turnaround time by PennDOT staff:

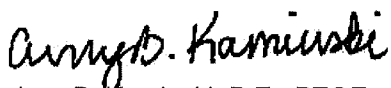
- Task 1. Obtain Approvals from PennDOT staff  
→ Notice to Proceed received following resolution passage by BOC on 7/15/2019
- 1<sup>st</sup> G&A submission to PennDOT (Signals Unit 60 days on 9/13/2019 (includes survey, signal permit plan update, and 1<sup>st</sup> ADA Curb Ramp design)
    - 60 Day review by PennDOT (11/11/2019)
  - 2<sup>nd</sup> G&A submission to PennDOT 70 day turnaround by 1/13/2020; includes updated signal plans submission
    - 30 Day review by PennDOT (2/13/2020)
  - 3<sup>rd</sup> G&A submission to PennDOT 30 day turnaround by 3/14/2020
    - 30 Day review by PennDOT with full approval (4/13/2020)
- Task 2. Preparation of Bids Documents following PennDOT approvals  
→ Provided to Radnor Township within 30 days (5/14/2020)
- Task 3. Advertise on PennBID for 2 weeks (5/28/2020)
- Task 4. Township BOC review Bids for award at earliest business meeting (7/13/2020)
- Task 5. Township issue Notice to Proceed to Contractor (7/14/2020)
- Task 6. Construction anticipated to take 270 days due to 24 week lead time on signal equipment (total of 9 months or anticipate project completed by 4/12/2021)

**NOTE:** Additional 60 days shall be necessary in the event PennDOT requires the project is handled through the Highway Occupancy Permit Process (identified as **Alternative 1** below) and an additional 30 days shall be necessary in the event PennDOT requires a pedestrian crossing on Glenmary Road (identified as **Alternative 2** below) for a Total Project Timeline of 360 days from Notice-to-Proceed if both alternatives are added.

Please note: Service Agreement with G&A follows this letter and awaits your signature as notice to proceed.

If you have additional questions or require follow up on this discussion, please contact our office.

Sincerely,



Amy B. Kaminski, P.E., PTOE  
Transportation Services Manager

CC: Dennis Capella, Project Manager, Radnor Township

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**SERVICE AGREEMENT FOR  
KING OF PRUSSIA ROAD (SR 1021) & GLENMARY ROAD PEDESTRIAN IMPROVEMENTS**

Per your request, Gilmore & Associates, Inc. (G&A) will provide Engineering Services for constructing a sidewalk along the southside of Glenmary Road from the western most limit at 690 Glenmary Road (at Unnamed cul-de-sac located on Glenmary Road between King of Prussia Road (S.R. 1021) and Belrose Lane) and continuing east toward the intersection of Glenmary Road and King of Prussia Road (S.R. 1021) excluding the existing sidewalk beginning at the eastern most limit at 690 Glenmary Road and extending to the east to King of Prussia Road (S.R. 1021). These improvements include the addition of noted above sidewalk sections on either ends of the existing sidewalk, a pedestrian crosswalk crossing King of Prussia Road from the southwest corner to the southeast corner of its intersection at Glenmary Road; including three (3) ADA compliant curb ramps at the both ends of the sidewalks (at Unnamed Cul-de-sac and Glenmary Road intersection; both ends of the pedestrian crosswalk on King of Prussia Road (S.R. 1021) at Glenmary Road, Rectangular Rapid Flashing Beacons including PennDOT Signal Permitting. This project will be designed and approved through the PennDOT Signals Permitting process as an amended flashing beacon permit for W6341-32 and alternatives provided for HOP services and an additional crosswalk on Glenmary Road (to Church).

**G&A Engineering Services include the following items:**

**I. BASIC SERVICES**

Include permitting through PennDOT Signals Unit and assumes one pedestrian crosswalk on King of Prussia Road from the southwest corner of King of Prussia Road and Glenmary Road to the southeast corner of King of Prussia Road and Glenmary Road (at the existing vacated Radnor Elementary School driveway).

1. Schedule and attend an onsite kick-off meeting to confirm the scope of work and identify the intent of the project, field conditions. G&A will provide draft and final minutes of the meeting for all attendees.
2. Prepare Final Engineering Plans for Sidewalk improvements and revised PennDOT Flashing Warning Device Permit services as follows:
  - i. Obtain survey information beginning at Unnamed Cul-de-sac extending through property limits at 690 Glenmary Road and also from existing sidewalk on Glenmary Road at 344 King of Prussia Road extending east to Radnor Elementary School abandoned driveway access to King of Prussia Road
  - ii. Prepare Township Construction plans for design to include:
    - 1) General Notes and Details
    - 2) Existing Conditions
    - 3) Construction and Grading Plan showing the detailed dimensions and grading of the sidewalk improvements sufficient for construction purposes.
    - 4) Signing and Striping Plans
    - 5) Ramp details (3 ADA Accessible Ramps)
    - 6) Maintenance and Protection of Traffic Plan utilizing Pub 213 PATA figures
    - 7) Prepare 1 property plat (690 Glenmary Road) for the purpose of construction easements.

- 8) Assumes Radnor Township staff will provide all coordination and approval with the property owners at 690 Glenmary Road, St. Martins Church at 400 King of Prussia Road, and Radnor Elementary School at 20 Matsonford Road without field assistance by G&A staff.

- iii. Prepare revised PennDOT Flashing Warning Device Permit services as follows:
  - 1) Prepare Pedestrian needs study and complete PennDOT Form TE-672 Pedestrian Accommodation At Intersection Checklist
  - 2) Revise the existing W6341-32 and construction plan for the addition of ADA accessible ramps, relocation and addition of Rectangular Rapid Flashing Beacon and associated appurtenances.
  - 3) Prepare TE-160 and standard resolution for traffic signal modifications
  - 4) Prepare Traffic Signal Specifications

Subtotal: **\$30,000.00**

3. Perform Bid Phase and Inspection services as follows:
  - i. Bid Phase Services
    - 1) Prepare Engineer's Opinion of Probable Cost
    - 2) Prepare project specifications and bid documents for Radnor Township posting at PennBID
    - 3) Attend Pre-Bid Meeting and prepare responses to bidder's questions
    - 4) Provide recommendations for Bid Award for Board of Commissioners' approval.
  - ii. Construction and Post Construction Inspection services as follows:
    - 1) Respond to contractor RFI's as the Township's representative.
    - 2) Attend Traffic Signal Pole Spot
    - 3) Perform Traffic signal inspections (assumes 3 field meetings) and prepare minutes.
    - 4) Perform Ramp and Traffic Signal As-Built measurements and revise plans and ramp forms as necessary.

Subtotal: **\$12,000.00**

4. Gilmore & Associates, Inc. shall provide the services outlined above under **BASIC SERVICES for a not-to-exceed fee of \$42,000.00** subject to the following conditions:
  - i. Fees are based on acceptance of this contract agreement within the next 30 days. Gilmore & Associates, Inc. reserves the right to adjust the cost of these services in accordance with increases in company billing rates if this Contract Agreement is not accepted within 30 days. The fees assume the completion of all professional services within 12 months from the date of contract execution. In the event the professional services are not completed within 12 months from the date of Contract Agreement execution, Gilmore & Associates, Inc. reserves the right to adjust the cost of the remaining services in accordance with increases in company billing rates.
  - ii. Method of Payment - Invoices shall be submitted on a monthly basis and are due upon receipt. Payment is due upon presentation of an invoice and is past due thirty (30) days from invoice date. Client will be assessed a service charge of one and one-half (1-1/2) percent per month (18% per annum) or a fraction thereof on past due payments.

- iii. It is assumed that PennDOT will not require any pedestrian crosswalk on Glenmary Road; one pedestrian crosswalk is assumed on the south leg of King of Prussia Road per the preliminary design
- iv. It is assumed that this project will be permitted through the PennDOT Signals Unit and no HOP will be required.

## II. ALTERNATIVE 1 PennDOT Highway Occupancy Permit

In the event PennDOT requires a Highway Occupancy Permit for the project as opposed to the more typical revised signal permit submission, the following additional items may be required:

1. Obtain additional Survey information beyond what is required for the signal permit modifications.
2. Preparing required additional HOP plan sheets, construction details, and PATA requirements
3. Coordination with additional PennDOT Departments and PennDOT County Permits Office
4. Uploading/handling the permitting process
5. Attending HOP inspection/HOP closeout.

Gilmore & Associates, Inc. shall provide the additional **ALTERNATIVE 1 Highway Occupancy Permit Services** outlined above in addition to the fee noted under **BASIC SERVICES, for a not-to-exceed additional fee of \$8,000.00.** As stated previously, this assumes Radnor Township staff will provide all coordination and approval with the property owners at 690 Glenmary Road, St. Martins Church at 400 King of Prussia Road, and Radnor Elementary School at 20 Matsonford Road without field assistance by G&A staff.

## III. ALTERNATIVE 2 Glenmary Road Crossing

In the event PennDOT requires the Township provide a pedestrian crosswalk on Glenmary Road near King of Prussia Road (S.R. 1021) the following additional items may be required:

1. Obtain additional survey data on Glenmary Road beginning 10' east and continuing to 10' west of King of Prussia Road and including the edge of road on Glenmary Road and continuing an additional 5' north of the northern edge of Glenmary Road.
2. Design a landing area with two ADA compliant curb ramps on the northwest corner of King of Prussia Road and Glenmary Road (eliminate existing stone wall as needed and repoint/repair wall to match existing conditions)

Gilmore & Associates, Inc. shall provide the additional **ALTERNATIVE 2 Glenmary Road Crossing Services** outlined above in addition to the fee noted under **BASIC SERVICES, for a not-to-exceed additional fee of \$3,000.00.** As stated previously, this assumes Radnor Township staff will provide all coordination and approval with the property owners at 690 Glenmary Road, St. Martins Church at 400 King of Prussia Road, and Radnor Elementary School at 20 Matsonford Road without field assistance by G&A staff.

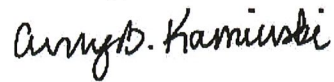
## IV. ALTERNATIVE 3 Highway Occupancy Permit and Glenmary Road Crossing

In the event PennDOT requires the Township utilize the PennDOT Highway Occupancy Permitting process for this project and also requires the Township include a crosswalk on Glenmary Road at King of Prussia Road, Gilmore & Associates, Inc. shall provide the required services and fees as noted under **BASIC SERVICES, ALTERNATIVE 1, and ALTERNATIVE 2, for a not-to-exceed fee of \$53,000.00.**

Should you find this contract agreement acceptable, please sign below and return the original to me as authorization to proceed.

Thank you for your continued consideration of Gilmore & Associates, Inc. We look forward to the successful completion of this project in Radnor Township. In the meantime, please do not hesitate to contact me with any questions or comments you may have.

Sincerely,



Amy B. Kaminski, P.E., PTOE  
Transportation Services Manager  
Gilmore & Associates, Inc.  
[akaminski@gilmore-assoc.com](mailto:akaminski@gilmore-assoc.com)

Authorization to proceed:

\_\_\_\_\_  
Authorized Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Purchase Order Number

**RESOLUTION 2019-79  
RADNOR TOWNSHIP**

**A RESOLUTION OF RADNOR TOWNSHIP, DELAWARE COUNTY,  
PENNSYLVANIA. APPROVING THE PROPERTY AND CASUALTY  
INSURANCE BINDER FOR COVERAGE BEGINNING AUGUST 1, 2019  
THROUGH JULY 31, 2020**

**WHEREAS**, the Township of Radnor purchases Property, General Liability, Automobile, Police Professional Liability, Public Officials Liability, Employment Practices Liability, Umbrella, and Cyber Liability Insurance coverage annually; and

**WHEREAS**, the Administration met with our broker, Arthur J. Gallagher Risk Management Services Inc. to review the insurance bids from the market; and

**WHEREAS**, after reviewing the bids with the broker, the Administration agrees that PMA offers the best rates with the best coverage; and

**WHEREAS**, in order to continue coverage, the Township Manager has authorized the binder subject to the Board of Commissioner approval at the August 12, 2019 Regular Meeting.

**NOW, THEREFORE**, it is hereby **RESOLVED** that the Board of Commissioners of Radnor Township hereby authorizes the Township Manager to execute the coverage binder for the Property, General Liability, Automobile, Police Professional Liability, Public Officials Liability, Employment Practices Liability, Umbrella Liability, and Cyber Liability Insurance coverage for the period beginning August 1, 2019 through July 31, 2020 in the amount of \$367,107.

**SO RESOLVED**, at a duly convened meeting of the Board of Commissioners of Radnor Township conducted on this 12<sup>th</sup> day of August, A.D., 2019.

RADNOR TOWNSHIP

By: \_\_\_\_\_  
Name: Lisa Borowski  
Title: President

ATTEST: \_\_\_\_\_  
Robert A. Zienkowski,  
Township Manager / Secretary

# Radnor Township



## PROPOSED LEGISLATION

**DATE:** July 28, 2019

**TO:** Board of Commissioners

**FROM:** William M. White, Assistant Township Manager & Finance Director

Handwritten signature of William M. White in black ink.

**LEGISLATION:** A Resolution authorizing the Township Manager to bind coverage for Property, General Liability, Automobile Liability (including physical damage), Police Professional Liability, Public Official Liability, Employment Practices Liability, Umbrella Liability, and Public Official Bonds for the period beginning August 1, 2019 through July 31, 2020.

**LEGISLATIVE HISTORY:** This is an annual renewal process whereby the administration works with Arthur J. Gallagher Risk Management Services, Inc. who solicits renewal coverage prices from multiple insurance providers and then reviews the best alternatives with the Township. The resolution is required giving the Township Manager authorization to bind coverage and pay the appropriate premium obligation.

**PURPOSE AND EXPLANATION:** The purpose of the legislation is to authorize the Township Manager to bind coverage which includes Property, General Liability, Automobile Liability (including physical damage), Police Professional Liability, Public Official Liability, Employment Practices Liability, Umbrella Liability, and Public Official Bonds.

For this year's renewal, at the recommendation of the Broker, the Township is electing to increase the amount of Umbrella Liability coverage from \$15 million to \$20 million. The recommendation is the result of certain claims where the Township had exposure; noting that no additional costs were actually incurred. Instead, the threat of exposure is driving the decision. The Umbrella coverage underlays the existing general, auto, police professional, public official and employee practice coverages). The cost of the added coverage is \$5,000.

**FISCAL IMPACT:** The insurance coverage will cost the Township \$367,107 which will be paid in quarterly installments at the beginning of each quarter. This year's renewal increased as a result of the added umbrella (noted above), and due to several property claims; most notably the Encke comfort station (\$50K claim) and the Tub Grinder replacement (\$600,000 claim). The table below represents the annual renewals from the past decade (plus):

| Program Year     | Paid Premiums     | Increase / (Decrease) in Premium | %Δ           |
|------------------|-------------------|----------------------------------|--------------|
| 2015-2016        | 356,483           | (6,599)                          | (1.82%)      |
| 2016-2017        | 348,903           | (7,580)                          | (2.13%)      |
| 2017-2018        | 346,488           | (2,415)                          | (0.01%)      |
| 2018-2019        | 352,073           | 5,585                            | 1.61%        |
| <b>2019-2020</b> | <b>\$ 367,107</b> | <b>\$20,146</b>                  | <b>5.49%</b> |

**RECOMMENDED ACTION:** The Administration respectfully requests the Board to approve this resolution at the August 13, 2018 meeting. Thank you.



**RESOLUTION NO. 2019-84**

**A RESOLUTION OF RADNOR TOWNSHIP, DELAWARE COUNTY, AWARDED  
THE CONTRACT FOR THE DESIGN, PLANS & SPECIFICATIONS FOR THE  
MORRIS ROAD TREE PLANTING PROJECTS (2019 BOND ISSUANCE) IN THE  
AMOUNT OF \$36,200**

*WHEREAS*, Radnor Township wishes to beautify Morris Road by replacing the aging trees and curbing;

*WHEREAS*, Carroll Engineering has submitted a cost proposal for the design, specifications, and bidding documents

*NOW, THEREFORE*, be it *RESOLVED* by the Board of Commissioners of Radnor Township does hereby Award the contract for the Design, Plans & Specifications for the Morris Road Tree Planting Projects (2019 Bond Issuance) in the Amount of \$36,200

*SO RESOLVED* this 12<sup>th</sup> day of August, A.D., 2019

**RADNOR TOWNSHIP**

By: \_\_\_\_\_  
Name: Lisa Borowski  
Title: President

ATTEST: \_\_\_\_\_  
Robert A. Zienkowski  
Manager/Secretary

**Radnor Township**  
**PROPOSED LEGISLATION**

DATE: August 5th, 2019

TO: Radnor Township Board of Commissioners

FROM: Stephen F. Norcini, P.E., Township Engineer *SN*

CC: Robert A. Zienkowski, Township Manager  
William M. White, Assistant Township Manager/Finance Director  
Dennis Capella, Engineering Project Manager

**LEGISLATION: Resolution #2019-84 – Awarding the contract for the Design, Plans & Specifications for the Morris Road Tree Planting Projects (2019 Bond Issuance) in the Amount of \$36,200**

**LEGISLATIVE HISTORY:** The project list for the 2019 General Obligation Bond, approved by the Board of Commissioners, included the Morris Road Tree Planting Project. The cost proposal from Carroll Engineering has not been before the Commissioner previously.

**PURPOSE AND EXPLANATION:** The Township solicited a cost proposal from Carroll Engineering to provide the following services:

- Prepare plans for tree removal and replacement
- Plans for curb removal and replacement
- ADA compliant curb ramps at Morris Road and South Devon Avenue
- Bidding documents
  - Plans
  - Specifications
  - Bid form
- Estimated probable cost of construction

**IMPLEMENTATION SCHEDULE:** Pending Board of Commissioners approval, a requisition will be entered into our accounting system. The noted work is to be completed by October 15<sup>th</sup>, 2019. We would then request the Board of Commissioners authorize the Engineering Department to receive sealed bids for the project.

**FISCAL IMPACT:** This project is to be funded by the General Obligation Bond

**RECOMMENDED ACTION:** *Staff respectfully requests the Board of Commissioners of Radnor Township Award the contract for the Design, Plans & Specifications for the Morris Road Tree Planting Projects (2019 Bond Issuance) in the Amount of \$36,200*

Enclosure: Carroll Engineering Proposal & Schedule



## Carroll Engineering Corporation

July 23, 2019

Revised August 1, 2019

Stephen F. Norcini, P.E., Township Engineer  
Radnor Township  
301 Iven Avenue  
Wayne, PA 19087-5297

Subject: Engineering Services Proposal – Morris Road Improvements (Cedarbrook Avenue to South Devon Avenue), Radnor Township, Delaware County, PA

Dear Steve:

Carroll Engineering Corporation is pleased to submit this proposal for the subject road improvements work. We understand Radnor Township wishes to improve Morris Road from Cedarbrook Avenue to South Devon Avenue (approximately 1,150 linear feet) in Radnor Township, PA. For this stretch of Morris Road, traffic is restricted to one-way travel (westbound).

Improvements under this project will include:

- Removal and replacement of concrete curbing (as determined by the field view and in conjunction with the Township), along the entirety of the project area (with granite curb).
- Removal and replacement of shade trees (as determined by the Township Arborist). All trees to be replaced in the project area.
- Sidewalk replacement and driveway apron repair (only to the extent that is needed for curbing or tree replacement adjustments).
- ADA Curb Ramp Design.
  - o It is assumed that the two (2) existing curb ramps at the Cedarbrook Avenue intersection will be reconstructed to ADA standards. Additionally, two (2) new ramps and sidewalk will be designed in the center-island.
  - o It is assumed that the intersection of Devon Avenue and Morris Road will be redesigned with eight (8) new ADA compliant ramps.

Carroll Engineering Corporation proposes to provide the services detailed below in accordance with the following Scope of Work:

### I. Investigation Phase

#### A. *Base Mapping*

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### *Today's Commitment to Tomorrow's Challenges*

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Corporate Office:  
949 Easton Road  
Warrington, PA 18976  
215.343.5700

630 Freedom Business Center  
Third Floor  
King of Prussia, PA 19406  
610.489.5100

101 Lindenwood Drive  
Suite 225  
Malvern, PA 19355  
484.875.3075

105 Raider Boulevard  
Suite 206  
Hillsborough, NJ 08844  
908.874.7500

1. Radnor Township will provide topographic survey for *this project*.
    - a) CEC will provide supplemental topographic survey as needed/directed for this project. Survey will include existing utilities, pavement markings, curb lines, sidewalk, curb ramps, driveways, and trees.
  2. We will perform a PA One-Call (for design) prior to the field view and will document potential utility conflicts.
  3. We will prepare base mapping from the available survey. Aerial mapping will be incorporated to supplement the base plans.
- B. *Detailed Field View (site visit)*
1. We will perform a detailed field view to document existing conditions, features, utilities, appurtenances.
  2. We will meet with the Township Arborist and staff to discuss the tree replacement portion of the work, stump removal limits, curb and sidewalk replacement, etc.
- C. *Right-of-Way*
1. It is understood that all work pertaining to this project is within Township right-of-way. We will utilize information from Radnor Township to display existing right-of-way lines for the areas being improved.

## II. Design Phase

### A. *Plans*

1. We will prepare 24" x 36" design plans for the above-stated work. These plans will include the following:
  - a) Title Sheet
  - b) General Notes
  - c) Details (as needed)
  - d) General Site Plan showing tree replacement, paving, curbing, sidewalks, etc.
    - (1) Removal and replacement of all trees in the project area.
    - (2) Trees will be supplied and installed by the awarded Contractor.
    - (3) Township Arborist will spec the tree species.
  - e) ADA Design Plans
    - (1) Contours/spot elevations will be provided, including, but not limited to, bottom of curb, top of curb, etc.
  - f) Erosion and Sediment Control Plans (if needed)
  - g) Traffic Control and Pedestrian Safety Control Details

### B. *Specifications*

1. We will prepare technical specifications for this project, including an itemized bid form. Soil Enhancement specifications will be provided by the Township Arborist and will be incorporated into the technical specifications.
  - a) Radnor Township will provide:
    - (1) Front-End Specifications
    - (2) Soil Remediation Specifications
    - (3) Tree Planting Specifications

Stephen F. Norcini, P.E., Township Engineer  
 Radnor Township  
 Page Three  
 July 23, 2019  
 Revised August 1, 2019

III. Bidding Phase

- A. We will attend and provide assistance during the pre-bid meeting.
- B. We will prepare meeting minutes.

IV. Construction Phase

- A. We will attend and provide assistance during the pre-construction meeting.
- B. We will prepare meeting minutes.
- C. We will provide on-site services during construction. We assume two (2) on-site visits.
- D. We will provide responses to Contractor RFI's (as necessary).
- E. We will review Contractor material submittals.

SCHEDULE

|                                                                                                               |                  |
|---------------------------------------------------------------------------------------------------------------|------------------|
| Assumed NTP .....                                                                                             | August 6, 2019   |
| Investigation Phase Complete .....                                                                            | August 30, 2019  |
| Design Phase Complete .....                                                                                   | October 1, 2019  |
| <i>We will submit draft plans to the Township for review and comment at 50% design completion.</i>            |                  |
| <i>We will address comments and provide the Township with final plan.</i>                                     |                  |
| Design and Bidding Documents Complete .....                                                                   | October 15, 2019 |
| <i>We will submit plans, specifications, and an itemized bid form to the Township for review and comment.</i> |                  |
| <i>We will address comments and provide the Township with final plan.</i>                                     |                  |

CONTRACT TERMS

|                                      |                    |
|--------------------------------------|--------------------|
| Investigation Phase.....             | \$4,900.00         |
| Contingent Survey .....              | \$5,000.00         |
| Design Phase .....                   | \$19,000.00        |
| Bidding Phase.....                   | \$1,200.00         |
| Construction Phase.....              | \$6,100.00         |
| <b>NOT TO EXCEED FEE TOTAL .....</b> | <b>\$36,200.00</b> |

Carroll Engineering Corporation proposes to provide services described herein for a *Not to Exceed Fee* of **\$36,200**, to be invoiced on a percent complete basis. Said fee is based on Carroll Engineering's understanding of the project scope, as described herein.

Stephen F. Norcini, P.E., Township Engineer  
Radnor Township  
Page Four  
July 23, 2019  
Revised August 1, 2019

### EXCLUSIONS

Services not included in this proposal, but which may be provided for additional fees include:

- A. Property and Topographic Field Surveys
- B. Property Deed and Right-of-Way Research
- C. Environmental Investigations
- D. Highway Occupancy Permits
- E. NPDES/DEP Permitting
- F. Public Involvement
- G. Construction Inspection
- H. Utility Investigation/Survey (except for PA One-Call – design)
  - 1. Street paving to be done by Township at a later date.
- I. Existing Pavement Investigation (including bores) and Design.
- J. Bidding Phase Services (other than pre-bid meeting, preparation of bid documents, and RFI/shop drawing responses).

The fees stated herein are for the basic services described in this proposal. If additional services are required, these will be invoiced on the basis of our standard hourly rates following your approval to proceed with same. This proposal and the attached Standard Consulting Contracting Terms and Conditions represent the entire understanding between you and this office with respect to this project and may only be modified, in writing, signed by both of us. If this proposal satisfactorily sets forth your understanding of the arrangement between us, please execute this letter in the space provided and return to this office. We would expect to start our services promptly after receipt of your acceptance of this proposal. Our basic services will be considered complete upon the submittal of the final plans.

Thank you for the opportunity to present this proposal. Should you have any questions or require additional information, please do not hesitate to contact me at 215-343-5700, Ext. 243 or [jardman@carrollengineering.com](mailto:jardman@carrollengineering.com).

Very truly yours,

CARROLL ENGINEERING CORPORATION



Joel H. Ardman  
Vice President

JAG/JHA:dp  
Attachments

cc: James A. Graham, P.E., PTOE, CEC  
Christopher A. Peterson, P.E., CEC  
Allen B. Mason, P.E., Sr. Vice President, CEC

Accepted this 1st day of August, 2019, for:

Carroll Engineering Corporation, by:

Joel H. Ardman  
Name (Print)

Joel H. Ardman  
Signature

Vice President  
Title

Accepted this \_\_\_ day of \_\_\_\_\_, 20\_\_\_, for:

Radnor Township, by:

\_\_\_\_\_  
Name (Print)

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Title

CARROLL ENGINEERING CORPORATION  
2019 STANDARD CONSULTING CONTRACTING TERMS AND CONDITIONS  
FOR MUNICIPAL AND MUNICIPAL AUTHORITY SERVICES

These terms and conditions set forth herein are for the performance of engineering services associated with the appointment of Carroll Engineering Corporation as a municipal/municipal authority engineering consultant. Supplemental letter agreements associated with special projects may amend these terms and conditions, and such amendment shall take precedence over these General Provisions to the extent there is any inconsistency or contradictory statement. It is agreed that Carroll Engineering Corporation and Owner may use their standard business forms (such as purchase orders, acknowledgement, etc.) to administer the activities under this contract. However, Carroll Engineering Corporation expressly rejects the terms and conditions which may be contained in those business forms. The parties agree that the use of such forms shall be solely for the convenience of the party, whether or not such document is signed. None of the provisions, terms, and conditions contained on such forms shall be applicable. The Client is invited to request changes to these terms and conditions, and assumes the risk of failing to read or understand each individual item.

1. General: Carroll Engineering Corporation (hereinafter referred to as CEC) shall perform professional services in connection with their appointment as municipal/municipal authority engineer. CEC will strive to perform services under the Agreement in a manner consistent with generally accepted principals of engineering practice, and consistent with that level of care and skill ordinarily exercised by members of the profession currently practicing in the same locality, under similar conditions, and at the same time. No other representation, expressed or implied, and no warranty or guarantee is included or intended.
2. Reliance on Information Provided by Others: Client agrees to indemnify and hold CEC harmless from and against any and all damages, liabilities, and costs, including costs of defenses, arising out of the use of documents and information produced by Client, excepting only those damages, liabilities, and costs for which CEC is found to be liable by a court or forum of competent jurisdiction.
3. Subconsultants: CEC has the right to employ or retain such independent consultants, associates and subcontractors as it may deem appropriate to assist it in the performance of the services required. The fee for all consultants contracted directly by CEC shall be within a project budget approved by client.
4. Third Party Beneficiaries: No benefits or rights are given to anyone other than Client and CEC, and all duties and responsibilities undertaken pursuant to this Letter Agreement will be for the sole and exclusive benefit of client and CEC and not for the benefit of any other party.
5. Client Responsibility: Client shall make all provisions for the Engineer to enter upon public or private property, shall provide required legal services and shall pay all fees incidental to obtaining permits associated with services. It is understood CEC is acting as a consultant for Client to provide advice and consultation on a variety of projects. Client shall designate a person to act with authority on his behalf in respect to all aspects of the appointment shall examine and respond promptly to CEC's submissions, and give prompt written notice to CEC whenever he observes or otherwise becomes aware of any defect in the work product.
6. Legal Matters: CEC will not express legal opinions or become an advocate in the law before public agencies. In the event CEC attends public meetings or otherwise represents Clients, said representation is for the strict purpose of providing technical expertise in the practice of engineering. In the event a record must be made or an agreement of the owner is necessary, CEC will not represent Clients in such legal matters.
7. Duties of Public Official: CEC will not accept responsibility and will be held harmless by the Owner for any item which by law is clearly assigned to a public official and which requires approval by said official, regardless of any recommendation or review completed by CEC in order for said official to perform the assigned duties.
8. Engineering Fees: Fees for engineering services shall be established by mutual agreement of the parties from time to time. Services will be performed on an hourly basis, unless a specific scope of work can be predetermined for a project at which point a separate letter agreement with project fee and expenses will represent a supplement to these terms and conditions.
9. Reimbursable Expenses: Direct expenses shall be considered an additional charge, unless otherwise stated in the contract. Such expenses shall be in accordance with the current CEC Reimbursable Expenses Tabulation (see attached).
10. Payment: Payments shall be made to CEC on the basis of invoices for services rendered. Payment shall be due within thirty (30) days of the date of the invoice presented. If Client fails to make full payment due CEC within thirty (30) days, CEC reserves the right to retain all plans, documents and related project material, and to suspend or terminate services until full payment for services and any accumulated charges is made. It shall be understood that the Client is responsible for payment of all assignments made or implied by the Client. If the Client fails to obtain payment from a third party, Client assumes all responsibility for payment to CEC. It shall be understood that if Client fails to make any payment within 90 days, CEC will submit an invoice noting such and may suspend all services with no other notice to Client until outstanding balances are paid. In the event an action to enforce overdue payment under the agreement is filed, Client agrees to indemnify and hold harmless CEC from and against any and all reasonable fees, expenses and costs incurred by CEC, including, but not limited to, arbitration and attorney's fees, court costs, and other claims-related expenses.



**CARROLL ENGINEERING CORPORATION**  
**2019 STANDARD CONSULTING CONTRACTING TERMS AND CONDITIONS**  
**FOR MUNICIPAL AND MUNICIPAL AUTHORITY SERVICES**

11. Termination: The appointment of CEC as engineering consultant is subject to termination by Client or CEC with seven days prior written notice. In the event of any termination, CEC shall be paid for all services rendered to the date of the termination, all reimbursable expenses and reimbursable termination expenses, if all services have been satisfactorily performed.
12. Limitation of Liability: CEC shall perform the services with the care and skill ordinarily used by members of CEC's profession practicing under similar conditions at the same time and in the same locality. There are no other warranties, express or implied or in any reports, opinions, drawings, specifications or other documents furnished by CEC. CEC shall not be liable for the results of services performed with professional care and skill.
13. Indemnification: To the fullest extent permitted by law, CEC shall indemnify Client, its officers, directors, partners, employees, and representatives, from and against losses, damages, and judgments arising from claims by third parties, including reasonable attorneys' fees and expenses recoverable under applicable law, but only to the extent they are found to be caused by a negligent act, error, or omission of CEC or CEC's officers, directors, members, partners, agents, employees or subconsultants in the performance of services under this Agreement.

To the fullest extent permitted by law, Client shall indemnify CEC, its officers, directors, partners, employees, and representatives, from and against losses, damages, and judgments arising from claims by third parties, including reasonable attorneys' fees and expenses recoverable under applicable law, but only to the extent they are found to be caused by a negligent act, error, or omission of Client or Client's officers, directors, members, partners, agents, employees or subconsultants in the performance of services under this Agreement.

14. Force Majeure: Neither party shall hold the other responsible for damages or for delays in performance caused by force majeure, acts of God, unusual weather conditions, unanticipated site conditions, changes in applicable law, or other acts or circumstances beyond the control of the other party or that could not have been reasonably foreseen and prevented. Should such acts or circumstances occur, both parties shall use their best efforts to overcome any difficulties arising from such events and to resume the project as soon as reasonably possible.
15. Use of Documents: Documents are not intended or represented to be suitable for use without appropriate signatures and professional seal and are not intended for reuse or extension of the project or on any other project. Upon payment for all services and execution of an Agreement of Release, Client may obtain reproducible or computer format copies of documents. The Engineer will invoice for reproduction cost plus direct expenses associated with preparation of these documents. It shall be understood no professional certifications, seals, or signatures will be provided with reproducible plans, computer files, and similar documents. Client hereby agrees that copies of documents will not be made by anyone, other than CEC, without the written approval of CEC if the documents contain a signature, seal, or certification. If a limited license is granted and digital files are released, CEC does not guarantee the files will be compatible with licenses, systems, software application packages, or computer hardware.
16. Record Documents: Client may contract with CEC for preparation of record, as-constructed, or corrected documents conforming to constructed conditions. If CEC's professional services do not include full-time construction observation and recording of the contractor's work, the engineer will compile said documents conforming to the construction records of the contractor as provided to CEC. The documents will show the reported location of the work. The information submitted to CEC will be assumed to be reliable and CEC will not be responsible for the accuracy of this information, nor for any errors or omissions that may appear in the record documents as a result.
17. Certifications: CEC does not maintain professional liability insurance covering liability associated with many certifications requested by clients. In the event a certification is requested, the Client must totally indemnify CEC against any and all costs, damages, and other expenses that could arise from the issuance of such certifications. As an alternative, CEC will determine an additional fee associated with the risk of certification. The fee will be due and payable prior to issuance of the certification.
18. Dispute Resolution: All claims, counterclaims, disputes and other matters in question between the parties hereto arising out of or relating to engineering services will be decided by arbitration in accordance with the Construction Industry Arbitration Rules of the American Arbitration Association. This provision to arbitrate will be specifically enforceable under the prevailing arbitration law of any court having jurisdiction. All demands for arbitration and all answering statements thereto which include any monetary claim must contain a statement of the total sum or value in controversy. The arbitrators will not have jurisdiction, power or authority to consider, or make findings (except in denial of their own jurisdiction) concerning any claim, counterclaim, dispute or other matter in question where the amount in controversy of any such claim, counterclaim, dispute or matter is more than \$200,000 (exclusive of interest and costs). The award rendered by the arbitrators will be final. Judgment may be entered upon it in any court having jurisdiction thereof, and will not be subject to modification or appeal except to the extent permitted by Section 10 and 11 of the Federal Arbitration Act (9 U.S.C.10,11).

CARROLL ENGINEERING CORPORATION  
2019 STANDARD CONSULTING CONTRACTING TERMS AND CONDITIONS  
FOR MUNICIPAL AND MUNICIPAL AUTHORITY SERVICES

19. Hazardous Substances: Client represents and warrants to CEC that it has and will comply with all obligations imposed by applicable law upon the generation, storage or disposal of hazardous substances and/or waste and that it will promptly notify CEC of any notices concerning such matters. Client agrees to hold harmless, indemnify and defend CEC from and against any and all damages and liabilities and expenses arising out of or in any way connected with the presence, discharge, exposure, release, or escape of hazardous substances, or wastes of any kind, excepting only such liability as may arise out of the sole negligence of CEC in the performance of services. It is understood and agreed by both parties that design professional, in performing professional services for Owner with respect to hazardous substances, will make recommendations to Owner with respect thereto, but does not have the authority, nor shall be required to become an "arranger", "operator", "generator", or "transporter" of hazardous substances as defined on the Comprehensive Environmental Response, Compensation, and Liability Act of 1990 (CERCLA).
20. Cost Estimate: Since CEC has no control over the cost of labor, materials, or equipment, CEC opinions of probable project construction costs are made on the basis of experience and qualifications and represent a best judgment as a design professional familiar with the construction industry. CEC cannot and does not guarantee that proposals, bids, or the construction costs will not vary from opinions of probable costs prepared by CEC.
21. Performance of Others: During the course of this engagement, the design professional may be required to report on the past or current performance of others engaged, or being considered, for engagement, directly or indirectly, by the Client; and to render opinions and advise in that regard. Those about whom reports and opinions are rendered may, as a consequence, initiate claims for libel or slander against the Design Professional. To help create an atmosphere in which the Design Professional feels free to be candid, the Client agrees to waive any claim against the Design Professional, and to defend, indemnify, and hold the Design Professional harmless from any claim or liability for injury or loss allegedly arising from professional opinions rendered by the Design Professional to the Client or the Client's agents. The Client further agrees to compensate the Design Professional for any time spent, or expenses incurred, by the Design Professional in defense of any such claim, in accordance with the Design Professional's prevailing fee schedule and expense reimbursement policy.
22. Dangerous Situations: CEC accepts no right or obligation of the Client or Contractor as a direct or indirect result of the performance of professional services for responsibility of construction means, methods, techniques, or sequences. CEC accepts no responsibility for developing, implementing, monitoring, or supervising safety precautions and programs. Such items are solely the responsibility of the contractor and his subcontractors. CEC does not accept the responsibility or assume the authority to stop work, said responsibility residing with the Client and contractor.
23. Review of Contractor's Performance: It is understood and agreed that CEC's basic services under this agreement do not include full-time construction observation or review of the Contractor's performance. Client acknowledges the importance of such services and, should client have such services performed by a party other than CEC, then Client shall assume responsibility for interpretation of the contract documents and for construction observation and shall waive any claims against CEC that may be in any way connected thereto. In addition, if CEC does not perform construction observation, Client shall, to the fullest extent permitted by law, indemnify and hold CEC harmless from any loss, claim, or cost, including reasonable attorneys' fees and costs of defense, arising or resulting from the performance of such services by other persons or entities and from any and all claims arising from modifications, clarifications, interpretations, adjustments, or changes made to the Contract Documents to reflect changed field or other conditions, or for a contractor's performance, or the failure of a contractor's work to conform to the design intent and the contract documents, except for claims arising from the sole negligence or willful misconduct of CEC. If this agreement provides for construction phase services by CEC, it is understood that the contractor, not CEC, is responsible for the construction of the project, and that CEC is not responsible for the acts or omissions of any contractor, subcontractor, or material supplier; for safety precautions, programs or enforcement, or for construction means, methods, techniques, sequences and procedures employed by the Contractor.
24. Laws, Rules, Codes, Ordinances and Regulations: CEC will use professional efforts and judgments to interpret applicable ADA requirements and other federal, state, and local laws, rules, codes, ordinances, and regulations as they apply to the project, but CEC cannot and does not warrant or guarantee that the project will comply with all interpretations of the ADA requirements and/or requirements of other federal, state, and local laws, rules, codes, ordinances, and regulations as they may apply to the project.

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# RADNOR TOWNSHIP

## ENGINEERING DEPARTMENT



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### Memorandum

To: Radnor Township Board of Commissioners

From: Stephen F. Norcini, PE, Township Engineer

CC: Robert A. Zienkowski, Township Manager  
William M. White, Assistant Manager/Director of Finance

Date: August 6, 2019

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Re: Waiver Request: Section 245-22, Groundwater Recharge, 515 Brookside Avenue

---

The architect for the residents at the above address, Maurice Weintraub, will be before the Board of Commissioners to request a waiver for groundwater recharge, due to the fact that the property does not meet the infiltration requirements. Also note the applicant will be required to appear before the Zoning Hearing Board to seek relief from the riparian buffer setback.

Attached are:

- The Gannett Fleming review letter
- Letter from the architect
- Plans
- Infiltration testing data

---

# RADNOR TOWNSHIP

## ENGINEERING DEPARTMENT



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### Memorandum

To: Radnor Township Planning Commission

From: Stephen F. Norcini, PE, Township Engineer *ASN*

CC: Robert A. Zienkowski, Township Manager  
William M. White, Assistant Manager/Director of Finance

Date: August 6, 2019

---

Re: Waiver Request: Section 245-22, Groundwater Recharge, 515 Brookside Avenue

---

The architect for the residents at the above address, Maurice Weintraub, will be before the Board of Commissioners to request a waiver for groundwater recharge, due to the fact that the property does not meet the infiltration requirements. Also note the applicant will be required to appear before the Zoning Hearing Board to seek relief from the riparian buffer setback.

Attached are:

- The Gannett Fleming review letter
- Letter from the architect
- Plans
- Infiltration testing data



*Excellence Delivered **As Promised***

**Date:** July 31, 2019

**To:** Stephen Norcini, P.E. – Township Engineer

**From:** Roger Phillips, PE

**RE:** 515 Brookside Avenue – Stormwater Waiver Request  
Grading Permit Application – GP 19-119

---

The applicant has submitted a grading permit for the removal of existing patio and walkway and the construction of a 279 SF building addition and 1,058 SF of patio and walkway for a net increase of 258 SF. The applicant is requesting a waiver of §245-22.A(2)(c)[2] of the Township's Stormwater Management Ordinance. The minimum infiltration requirement of 0.50 inches cannot be achieved.

The applicant performed infiltration testing at one location on the site. The required infiltration is not feasible due to infiltration test results of zero. Soil features exhibited drainage mottles as shallow as 8" deep with gleied soils at 42" below grade which is indicative of a high water table.

The applicant has requested to appear before the Board of Commissioners to request a waiver from the above-mentioned section of the Ordinance and the implementation of the above mentioned stormwater system.

In addition to the waiver request, the applicant must address the following item(s) prior to the issuance of the Grading Permit:

1. The applicant must address the remaining grading permit review comments per the Gannett Fleming email dated July 19, 2019.
2. The applicant must appear before the Zoning Hearing Board to seek zoning relief from §280-20(G) – riparian buffer setback: 35 feet. Portions of the proposed porch, patio, walkway and wall encroach upon the riparian buffer setback.

If you have any questions or require any additional information, please contact me.

Very truly yours,

GANNETT FLEMING, INC.

A handwritten signature in blue ink, appearing to read "Roger A. Phillips", is written over a circular blue stamp or seal.

Roger A. Phillips, P.E.  
Senior Project Manager



MAURICE E. WEINTRAUB ARCHITECT  
100 EAST LANCASTER AVENUE SUITE 203 WAYNE, PENNSYLVANIA 19087

MEWArchitect@AOL.com  
PHONE: 610.715.9084  
PA, NJ, DE, NY & CO

31 July 2019

Board of Commissioners, Radnor Township  
301 Iven Avenue  
Wayne, PA 19087

Re: Grading Permit 19-119  
Section 245-22 – Groundwater Recharge Waiver  
515 Brookside Avenue  
Wayne, PA

Dear Members of the Board,

Angela Shen & Daniel Takefman respectfully request a waiver from Section 245-22 of the Township Code requiring groundwater recharge for projects adding new or replacement impervious coverage greater than 500 square feet. As detailed in this request letter, the minimum infiltration requirement of 0.50 inches cannot be achieved and a waiver is sought from the Township in accordance with Section 245-22.A(2)(c)[2].

515 Brookside Avenue, built in 1908, and was originally approached through a stone gateway on Orchard Way. One would walk along a wood, pergola covered boardwalk on the northeast bank of Ithan Creek leading to a small foot bridge. Visitors would cross that bridge to approach a pair of summer homes – 515 & 525 Brookside. The bridge is now gone, but is described along with the rest of the property in the attached article from Philadelphia Suburban Home published in 1909. The owners of this extraordinary home are looking to add some 21<sup>st</sup> century amenities, most importantly a mud room and a terrace, to address the demands of the modern family.

Wayne has developed significantly since 1908. As a result of this development, the northwest portion of this double lot is routinely submerged as large amounts of water pass through the site to get to Ithan Creek. This “micro watershed” acts as a pathway for runoff from as far off as the intersection of Conestoga Road and South Aberdeen Avenue. There is a storm water system throughout this region, including a 2’ diameter public storm pipe that bisects the property. This leg of the system collects water from an invert adjacent to the driveway to 515 Brookside. Several times a year this pipe is beyond capacity such that the overflow and uphill runoff passes through the northwest portion of the property. There is no mention of this pipe or easement for the pipe in the owners’ deed.

515 Brookside Avenue is a “double lot”, the northwestern portion of which is designated as flood plain. A Boundary & Topographic Survey prepared by Momenee & Associates in March of this year supports this designation – this survey was submitted for the grading permit & is attached here.

On July 16, 2019 Delaware Valley Septics was retained to perform a Percolation Test as required by the township. I have attached Delaware Valleys “Percolation Report”, identifying a “Run Rate” of 0.00. Additionally, the notes section of the report describes the pit as having “severe drainage restrictions throughout profile. Distinct drainage mottles beginning at 8” deep with gleyed soils @ 42” deep”. The limitations of the site precluded a second test pit.

Cognizant the ordinance counts both new and replacement impervious, it is relevant to note the owners are requesting to add a total of +/- 258 SF of impervious (removing 1,079 SF, adding 1,337 SF).

As a result of the soil testing and upstream runoff which currently passes through the property, the owners are requesting a waiver from Section 245-22.

Respectfully submitted,

A handwritten signature in black ink, reading "Maurice E. Weintraub". The signature is written in a cursive style with a long, sweeping underline.

Maurice Weintraub, AIA, RA



DESIGNED BY GEORGE U. REHFUSS

## An American Bungalow

VERY recently the term bungalow has come into general use in this country, but it has been applied so indiscriminately that it would be difficult to determine its exact meaning if all of the various specimens so named were, perforce, to be considered as examples. There are bungalows at the seashore which are nothing but house-boats pulled up on the beach; there are bungalows in a good many of the country developments which are only low, cheap, frame houses and in some of the mountain places there are bungalows which are but little more than framed tents. Then again, there are, here and there, rather luxurious houses of the one-story pattern, with refined surroundings to which the name has been given with what would seem to be much more appropriateness of application.

It is a question though whether there is any legitimate cause for quarrel with any of the many different forms of appropriation of the word. In the first place it is not an architectural term.

In this country it does not mean anything definite for climate, and conditions here do not demand the bungalow as they do in India. There the bungalow is either a one-story or a two-story house—generally the former—with a thatched or tiled roof, surrounded by a veranda and, as a rule, occupied by Europeans of the better class. Indeed it would seem to be the latter phrase which distinguishes the bungalow from the native shelter of the far east which is usually low, with thatched roof and with a more or less efficiently improvised arrangement for shade which answers the purpose of a veranda.

It might appear logical to contend, therefore, that the name applies to a class rather than to a type and that, by analogy, the American bungalow, since it can not be all of the many kinds of houses to which the name is applied, should be held to mean the one-story house with recognizable pretences to superiority, intended for the occupancy of those who seek luxury. In other





FIREPLACE IN THE GLASS ENCLOSED VERANDA.

words a bungalow must be something more than any sort of low house, if the word is to convey any definite meaning to the mind—as all words should.

As an illustration of this definition of the word the home of Lewis K. Brooke, at St. David's, is most apt. It is completed and occupied, but the surrounding grounds are still in process of improvement and, at present, merely suggest the outline of the picture of the future. The large lot is at the corner made by the intersection of Brookside Avenue and Orchard Way and is less than a mile from the station, reached by a short walk south on St. David's road to where Orchard Way turns off to the east.

The corner situation affords two entrances to the grounds and a tiny brook, which dashes and splashes its way through, lends itself to the landscape decorative scheme. The entrance from Orchard Way is by means of a high and narrow stone gateway of Gothic effect directly to the platform of a long and high arbor, or covered way, built of unbarked poles, which will later form the resting places of thick vines. This crosses and re-crosses the brook and from it there is an entrance to the grounds by a connecting

accommodations. A square stone chimney rises from the rear, extending about fifteen feet above the lowest point of the sloping roof. This is ordinarily an unimportant detail. But it is not so here. The size and the setting of that chimney combine to produce a very distinct impression which of itself is illustrative of the care given to all the details of the planning and building. It is a rough stone chimney, three feet wide on each of its four sides, and it is set so that its corners are the apexes of acute angles with the

rustic bridge leading directly to an artificial lake shaped like a trefoil which is at present the most advanced indication of the intended exterior improvements.

The other and the main entrance, since it leads directly to the front of the bungalow, is a short paved walk from Brookside Avenue.

There is a poetic touch to the situation in the fact that the house, as such a house should be, is so well hidden in a grove of high trees that it is not, at first glance, easily discernible; yet, when it is seen, the pleasant effect it produces increases with the study of it. It is low, to be sure, because there is but one story and attic; but it is not so low as to give any impression of dwarfed



LIVING-ROOM SHOWING THE ENTRANCES TO THE DINING-ROOM AND TO THE VERANDA.

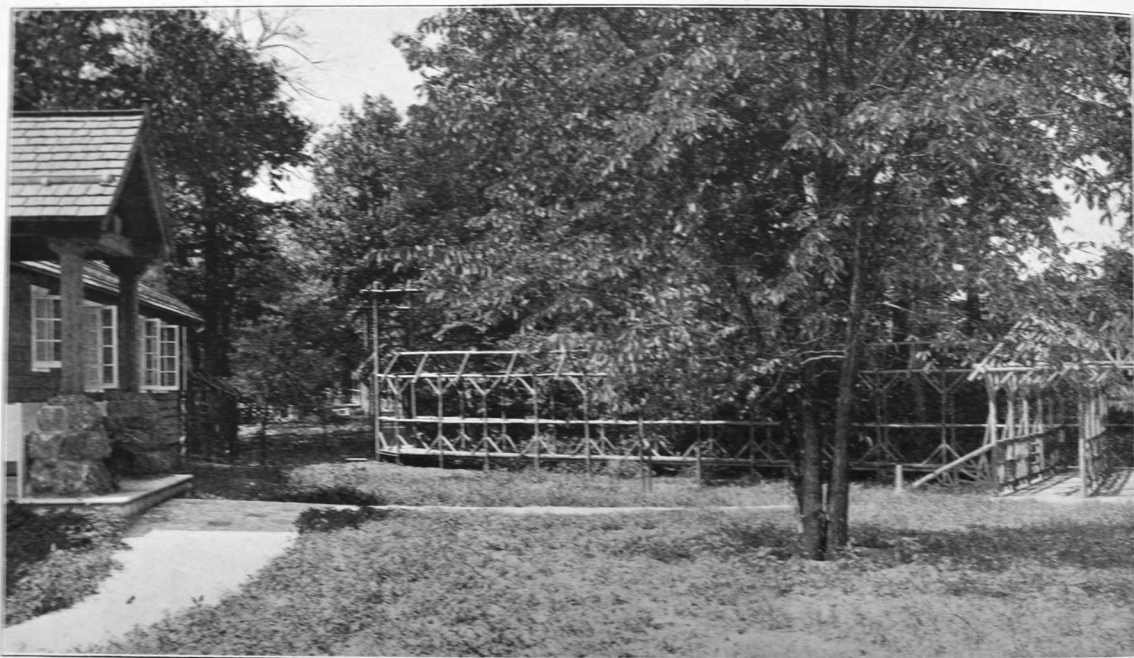
straight lines of the roof. Therefore while it is very properly a square chimney it does not appear to be so. The outside walls and the roof of the bungalow are of shingle, but the foundation pillars for the veranda posts are of heavy stone, and there are five of these in the rear of the house. There are many windows; and all of the design known as French casements. It is solid, durable, comfortable and yet simple.

It isn't a home in the wilderness, though it suggests it, and if it could be set down in some vastness of forest, in a tangle of bushes by the side of a free roving stream it would not strike a discordant note.

Ordinarily one would not expect convenience, privacy and comfort in such a dwelling; much less luxury. The name does

of it, excepting a portion used as a trunk room. The bed-rooms are so arranged that they may be used in suites of two each or may be used singly.

The main entrance, as has been said, is through a porch which is provided with settees on either side. The opening is into a hall, a few inches wider than four feet and twenty feet long to the door which opens into the living-room. This hall at about half its length is cut by an arch producing a sensation of artistic relief. Just beyond this arch to the left, is a door which gives to a private hallway or passage, from either end of which a door opens into the bed-rooms, and from the centre of which a door opens into the bath-room. Thus by closing the door to the main entrance hall these rooms are practically cut off from the



ENTRANCE AND GROUNDS AS APPROACHED FROM BROOKSIDE AVENUE.

not suggest it, but that is because it has been so promiscuously applied. The common impression would be that it might be a very nice place in which to spend a short season, and that implies to a certain degree what is called "roughing it," which means the good-natured endurance of many inconveniences. But this is wrong. The bungalow is thoroughly a livable house, made to be a place of permanent abode and its interior arrangement is unique in the method of providing for all of the requirements of the occupants and their possible guests.

On the one floor there are four bed-rooms, two bath-rooms, a living-room and a dining-room for the use of the family and a laundry, a kitchen and a bath-room for the servants. The sleeping quarters for the latter are in the attic, which is the only use made

main house, or by closing the door of either of the bed-rooms absolute privacy is assured. These rooms are large, the front one being sixteen by twelve feet and the other being sixteen by eleven. This does not include the extra space provided by the bay-windows which extend in polygonal form—one in each room. In each room there are two closets, two feet deep and five feet long and the bath-room is nine feet by five.

The living-room is naturally the most spacious in the house. It is twenty-four feet with the length of the bungalow and fifteen feet across. From this is the entrance to the other two bed-rooms, the door opening into a private hallway. The details of the arrangement of this suite are much the same as in the other. The rooms are a bare trifle smaller, but they have the same closet

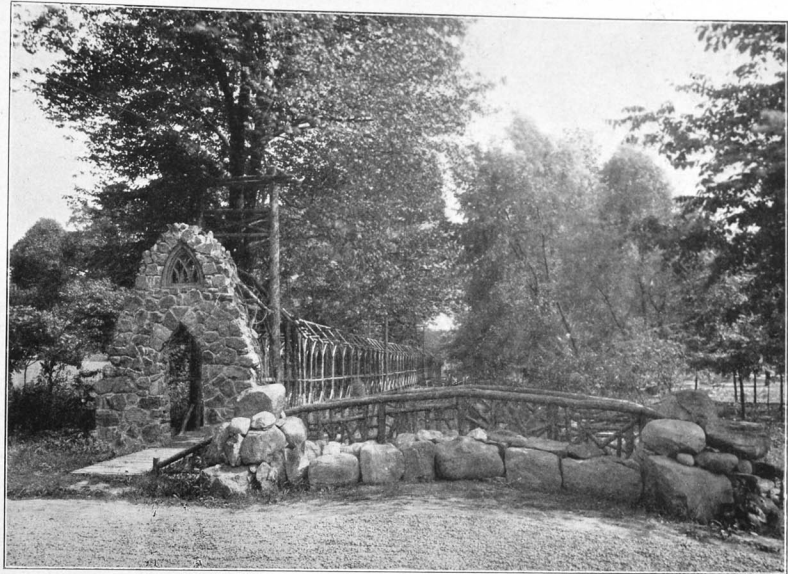
space for there has not been any sacrifice of necessary conveniences. The dining-room which is eighteen by fifteen feet is next to the living-room and from it is the entrance to the laundry and then to the kitchen. These rooms are nine by fourteen feet each without counting the space given to the closets, the lavatory, the refrigerator and the closet for china and silverware. The kitchen extends like a short wing from the main house and, though it is in fact a part of it, the arrangement is much the same as if it were in a detached building.

A veranda ten feet wide and extending the entire sixty feet of the main floor is in the rear. This has a canvas roof well stiffened with many coats of weather-proof paint and is so arranged that it may be enclosed in glass to be used as a sun parlor in the chilly winter days.

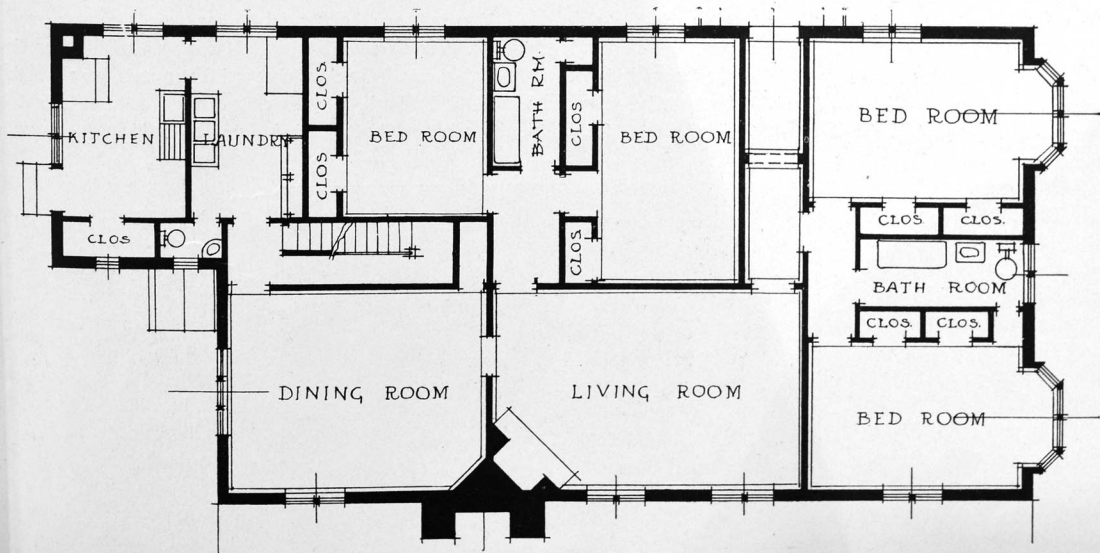
Perhaps the most startling innovation is the open fireplace on the veranda. Anticipating days when the power of the sun would not be sufficient to warm the glass-enclosed veranda, the fireplace has been installed. There is also an open fireplace in the living-room and another in the dining-room, and these two with the one on the veranda are supplied with draughts by flues carried in the same chimney, for the three are

practically built together. Thus is explained the necessity for the massive chimney in the construction of which art and utility most certainly joined hands.

The very clever arrangement not only makes extra stacks



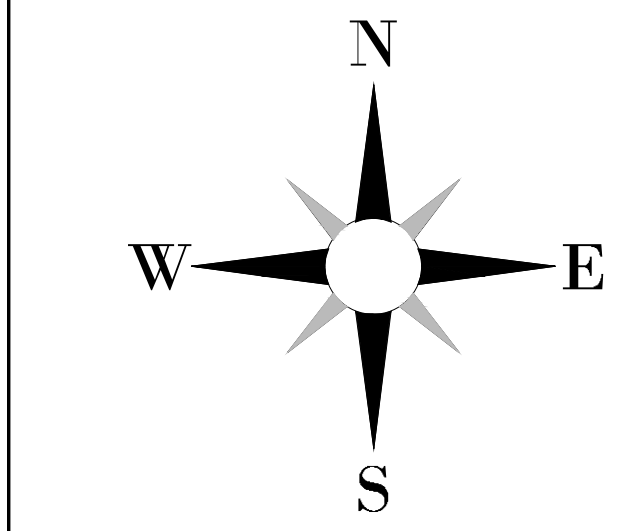
GOTHIC ENTRANCE TO THE LONG RUSTIC BRIDGE FROM ORCHARD WAY. unnecessary, but has added a compelling touch of novelty to the bungalow. The furnishing and the interior decoration are in a style happily in keeping with the general idea as the illustrations so clearly show.



LOCATIONS OF EXISTING UTILITIES, SHOWN ON THIS PLAN, HAVE BEEN DEVELOPED FROM FIELD LOCATIONS OF VISIBLE ABOVE GROUND UTILITY STRUCTURES AND INFORMATION FURNISHED BY THE UTILITY COMPANIES.

LOCATIONS SHOULD BE CONSIDERED APPROXIMATE. COMPLETENESS OR ACCURACY OF THE LOCATIONS AND DEPTH OF STRUCTURES CANNOT BE GUARANTEED. CONTRACTORS MUST VERIFY LOCATIONS AND DEPTHS OF ALL UNDERGROUND UTILITIES AND DUTIES BEFORE THE START OF ANY WORK.

PER ACT 187 HOUSE BILL 2627, BEFORE THE START OF ANY CAVATION WORK THE CONTRACTOR SHALL NOTIFY THE AFFECTED UTILITY COMPANIES THROUGH THE PENNSYLVANIA "ONE CALL SYSTEM" 800-242-1776 THREE DAYS PRIOR TO THE START OF ANY CAVATION. THE CONTRACTOR SHALL VERIFY THE LOCATION AND DEPTH OF ALL UTILITIES PRIOR TO THE START OF ANY CONSTRUCTION.



| SYMBOL LEGEND |                        |
|---------------|------------------------|
|               | IRON PIN               |
|               | CONCRETE MONUMENT      |
|               | HANDICAP PARKING SPACE |
|               | LIGHT POLE             |
|               | SANITARY MANHOLE       |
|               | WATER VALVE            |
|               | BOLLARD                |
|               | CLEANOUT               |
|               | STORM MANHOLE          |
|               | AC UNIT                |
|               | ELECTRIC BOX           |
|               | FIRE HYDRANT           |
|               | FIRE VALVE             |
|               | GAS VALVE              |
|               | EVERGREEN TREE         |
|               | STORM INLET            |
|               | TELEPHONE BOX          |
|               | GAS METER              |
|               | ELECTRIC MANHOLE       |
|               | POSTED SIGN            |
|               | PARKING SPACE COUNT    |

| LINETYPE LEGEND |                                     |
|-----------------|-------------------------------------|
|                 | PROPERTY LINE                       |
|                 | ROW LINE                            |
|                 | 35' RIPARIAN BUFFER                 |
|                 | CENTER LINE OF STREAM               |
|                 | BUILDING SETBACK                    |
|                 | FENCE LINE                          |
|                 | OVERHEAD ELECTRIC                   |
|                 | ELECTRIC LINE                       |
|                 | GAS LINE                            |
|                 | TELECOM LINE                        |
|                 | WATER LINE                          |
|                 | SANITARY LINE                       |
|                 | EXISTING STORM PIPES                |
|                 | EXISTING 1' CONTOUR                 |
|                 | EXISTING 5' CONTOUR                 |
|                 | EXISTING FEMA 100-YR FLOOD BOUNDARY |
|                 | CALCULATED 100-YR FLOOD BOUNDARY    |

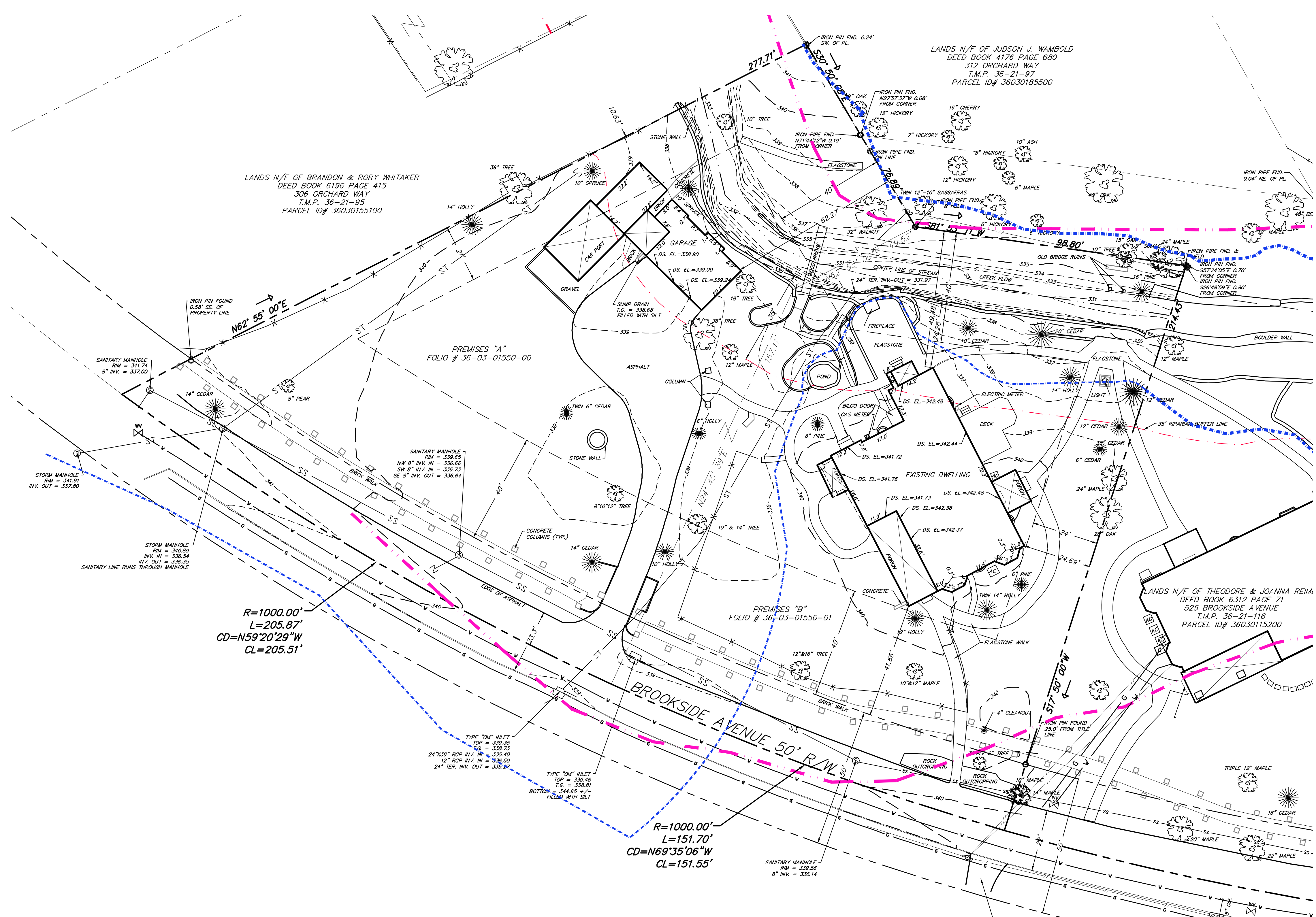
Serial Number: 20191132388

**CALL BEFORE YOU DIG!**

PENNSYLVANIA LAW REQUIRES 3 WORKING DAYS NOTICE FOR CONSTRUCTION PHASE AND 10 WORKING DAYS IN DESIGN STAGE-STOP CALL Pennsylvania One Call System, Inc. 1-800-242-1776

CONTRACTOR: THE INFORMATION, DESIGN AND CONSTRUCTION OF THIS PLAN AND PROJECTIONS SHALL NOT BE COPIED OR USED FOR ANY PURPOSE WITHOUT WRITTEN AUTHORIZATION FROM MOMENEE, INC. ONLY APPROVED, SIGNED AND SEALED PLANS SHALL BE USED IN CONSTRUCTION PURPOSES.

MOMENEE, INC. 2019



- GENERAL NOTES:**
- THIS PLAN REPRESENTS AN ACTUAL FIELD SURVEY PERFORMED ON THE PREMISES ON MAY 6, 2019 AND DEPICTS CONDITIONS ON THAT DATE.
  - THE EXISTENCE AND/OR LOCATION OF ALL SUBSURFACE UTILITIES SHALL BE CONSIDERED APPROXIMATE AND MUST BE FIELD VERIFIED BY ALL CONTRACTORS PRIOR TO CONSTRUCTION.
  - PA ONE CALL NUMBER FOR THIS SITE IS 20191132388.
  - THE VERTICAL DATUM SHOWN ON THIS PLAN IS PER NAVD 1988 OBTAINED VIA VRS NETWORK.
  - THIS SURVEY AND PLAN WAS COMPLETED WITHOUT THE AVAILABILITY OF A CURRENT TITLE REPORT AND SUBJECT TO ANY FACTS THAT MAY BE DISCLOSED IN A FULL AND ACCURATE TITLE REPORT.
  - IN ACCORDANCE WITH FEMA PANEL NUMBER 42045C0017F EFFECTIVE DATE NOVEMBER 18, 2009, PREMISES IS LOCATED IN SPECIAL FLOOD HAZARD AREA SUBJECT TO INUNDATION BY THE 1% ANNUAL CHANCE FLOOD. ZONE "A" - NO BASE FLOOD ELEVATIONS DETERMINED.
  - CALCULATED FLOODPLAIN FROM A FLOODPLAIN ANALYSIS FOR 515 BROOKSIDE AVENUE PREPARED BY MOMENEE & ASSOCIATES, INC. DATED JUNE 18, 2015, FILE 14-302.

**REFERENCE PLAN:**

- A PLAN ENTITLED "GRADING & UTILITY PLAN - 525 BROOKSIDE AVENUE" PREPARED BY MOMENEE & ASSOCIATES, DATED SEPTEMBER 18, 2012, LAST REVISED 11/14/12. FILE #12-064

**LOT DATA:**

LOT AREA = 57,110 S.F. OR 1.311 ACRES (GROSS) MINUS R.O.W. (8,682 S.F.) = 48,428 S.F. OR 1.112 ACRES (NET)

**ZONING DISTRICT R-2 (RESIDENCE DISTRICT)**

|                    |                             |
|--------------------|-----------------------------|
| LOT AREA           | 20,000 S.F. MIN.            |
| LOT WIDTH          | 100 FEET MIN.               |
| BLDG. AREA         | 18% MAX.                    |
| FRONT YARD         | 40 FEET MIN.                |
| SIDE YARD          | 45 FEET AGG. (20 FEET MIN.) |
| REAR YARD          | 40 FEET MIN.                |
| RIPARIAN BUFFER    | 35 FEET                     |
| IMPERVIOUS SURFACE | 30% MAX.                    |

**EXISTING IMPERVIOUS COVERAGE:**

|                                  |                    |
|----------------------------------|--------------------|
| HOUSE & PORCHES                  | 3,380 S.F.*        |
| GARAGE & CARPORT                 | 1,517 S.F.*        |
| DRIVEWAY                         | 2,869 S.F.         |
| FLAGSTONE PATIO & WALKS          | 2,732 S.F.         |
| BRICK                            | 637 S.F.           |
| WALLS                            | 840 S.F.           |
| GRAVEL                           | 376 S.F.           |
| DECK                             | 373 S.F.           |
| CONCRETE                         | 124 S.F.           |
| BILCO DOOR                       | 25 S.F.            |
| <b>TOTAL IMPERVIOUS COVERAGE</b> | <b>12,873 S.F.</b> |
| <b>% IMPERVIOUS COVERAGE</b>     | <b>22.54 %</b>     |

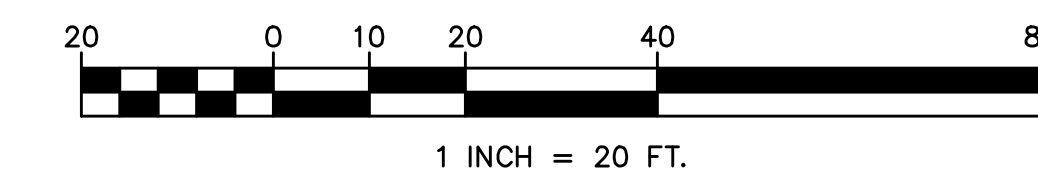
\* = USED FOR BUILDING AREA % FOR A TOTAL OF 8.57%

**SOURCE OF TITLE:**

DANIEL M. TAKEFMAN AND ANGELA K. SHEN  
515 BROOKSIDE AVENUE  
WAYNE, PA 19087  
BLOCK UNIT 36-21-117  
FOLIO # 36-03-01550-00 PREMISES "A"  
FOLIO # 36-03-01550-01 PREMISES "B"

**PLAN MADE AT THE REQUEST OF:**

DANIEL M. TAKEFMAN & ANGELA K. SHEN



|                                 |                                                                |  |                    |  |
|---------------------------------|----------------------------------------------------------------|--|--------------------|--|
| FLOODPLAIN INFORMATION COMMENTS | BOUNDARY & TOPOGRAPHIC SURVEY                                  |  | FILE NO.: 19-111   |  |
|                                 |                                                                |  |                    |  |
|                                 | 924 COUNTY LINE ROAD - BRYN MAWR - PA - 19010 610 - 527 - 3030 |  |                    |  |
|                                 | <b>515 BROOKSIDE AVENUE</b>                                    |  |                    |  |
| DATE: 05/16/19                  | RADNOR TOWNSHIP * DELAWARE COUNTY * PENNSYLVANIA               |  | SHEET 1 OF 1       |  |
| ONE-CALL: 20191132388           | OWNER/APPLICANT: DANIEL M. TAKEFMAN & ANGELA K. SHEN           |  | DATE: MAY 15, 2019 |  |
| DRAWN BY: KDT                   | 515 BROOKSIDE AVENUE WAYNE, PA 19087                           |  | SCALE: 1" = 20'    |  |
| CHECKED BY: PCC                 |                                                                |  |                    |  |



504 Eagle Road, Suite B

Springfield, PA 19064

844-4DELVAL

dvs@delvalseptics.com

www.4DELVAL.com

**PERCOLATION REPORT**

Client: \_\_\_\_\_

Location: 515 Brookside Avenue

Municipality: Radnor Township

County: Delaware

Date: July 16, 2019

Degrees: \_\_\_\_\_

Rain: \_\_\_\_\_

On-Site Septic System: \_\_\_\_\_

Storm Water Testing: X

Falling Head Testing: \_\_\_\_\_

Double Ring Testing: X

| Hole # | Depth | Water | Time | PS1 | PS2 | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 |
|--------|-------|-------|------|-----|-----|---|---|---|---|---|---|---|---|
| #1     | 2'    |       | 30   |     |     | 0 | 0 | 0 |   |   |   |   |   |
| #2     | 3'    |       | 30   |     |     | 0 | 0 | 0 |   |   |   |   |   |
| #3     |       |       |      |     |     |   |   |   |   |   |   |   |   |
| #4     |       |       |      |     |     |   |   |   |   |   |   |   |   |
| #5     |       |       |      |     |     |   |   |   |   |   |   |   |   |
| #6     |       |       |      |     |     |   |   |   |   |   |   |   |   |

| Final Reading |   |
|---------------|---|
| #1            | 0 |
| #2            | 0 |
| #3            |   |
| #4            |   |
| #5            |   |
| #6            |   |

| Inches / Hour |   |
|---------------|---|
| #1            | 0 |
| #2            | 0 |
| #3            |   |
| #4            |   |
| #5            |   |
| #6            |   |

| NOTES                                 |
|---------------------------------------|
|                                       |
| Severe drainage restrictions          |
|                                       |
| throughout profile. Distinct drainage |
|                                       |
| mottles beginning at 8" deep          |
|                                       |
| with gleyed soils @ 42" deep.         |
|                                       |

|           |      |
|-----------|------|
| RUN RATE= | 0.00 |
|-----------|------|

**RESOLUTION NO. 2019-75**

**A RESOLUTION OF RADNOR TOWNSHIP, DELAWARE COUNTY, AWARD OF THE WAYNE BUSINESS OVERLAY DISTRICT (WBOD) PAVING AND TREE PLANTING PROJECT TO GESSLER CONSTRUCTION IN THE AMOUNT OF \$524,299**

*WHEREAS*, Radnor Township received sealed bids for the above referenced project

*WHEREAS*, Gessler Construction submitted the sole bid at \$524,299

*NOW, THEREFORE*, be it *RESOLVED* by the Board of Commissioners of Radnor Township does hereby Award the Wayne Business Overlay District (WBOD) Paving and Tree planting project to Gessler Construction in the Amount of \$524,299

*SO RESOLVED* this 12<sup>th</sup> day of August, A.D., 2019

**RADNOR TOWNSHIP**

By: \_\_\_\_\_  
Name: Lisa Borowski  
Title: President

ATTEST: \_\_\_\_\_  
Robert A. Zienkowski  
Manager/Secretary

**Radnor Township**  
**PROPOSED LEGISLATION**

DATE: August 5th, 2019

TO: Radnor Township Board of Commissioners

FROM: Stephen F. Norcini, P.E., Township Engineer *SN*

CC: Robert A. Zienkowski, Township Manager  
William M. White, Assistant Township Manager/Finance Director  
Dennis Capella, Engineering Project Manager

**LEGISLATION: Resolution #2019-75 - Award of the Wayne Business Overlay District (WBOD) Paving and Tree planting project to Gessler Construction in the Amount of \$524,299**

**LEGISLATIVE HISTORY:** The project at hand is based on a request by the Wayne Business Association (WBA) to have sixty trees removed and replaced, and all municipal street adjacent parking resurfaced. The Board of Commissioners approved this request; subsequently the Commissioners awarded the design and bidding document contract to Carroll Engineering.

**PURPOSE AND EXPLANATION:** The project includes the removal of most existing trees within the WBOD, the replacement of those trees, planting trees in areas where they were previously removed and not replaced and milling and resurfacing of all street adjacent municipal parking within the WBOD. The project was bid on Penn BID, and one bid was received:

Gessler Construction: \$524,299

**IMPLEMENTATION SCHEDULE:** Pending Board of Commissioners approval, a requisition will be entered. Once the contractor has submitted the requisite bonds and other documents, the Notice To Proceed will be provided. The contract is to be completed by mid-November.

**FISCAL IMPACT:** This project is to be funded by the General Obligation Bond.

**RECOMMENDED ACTION:** *Staff respectfully requests the Board of Commissioners of Radnor Township Award the Wayne Business Overlay District (WBOD) Paving and Tree planting project to Gessler Construction in the Amount of \$524,299*

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# RADNOR TOWNSHIP

## ENGINEERING DEPARTMENT



---

### Memorandum

To: Radnor Township Board of Commissioners

From: Stephen F. Norcini, PE, Township Engineer

CC: Robert A. Zienkowski, Township Manager  
William M. White, Assistant Manager/Director of Finance  
Dennis Capella, Engineering Project Manager

Date: August 6, 2019

---

Re: Motion: Authorize the Engineering Department to Receive Sealed Bids for the Malin Road Culvert Replacement

---

The requested motion is to authorize the receipt of sealed bids for the replacement of the Malin Road Culvert. The Board of Commissioners previously approved the design contract for Meliora.

It is anticipated that the project will be posted on Penn BID by the end of August. Total estimated project costs, as noted in the Township Stormwater Fund Project list, is \$1,454,750, which includes construction and inspection. The project is estimated to have a duration of at least 200 days.



# Public Participation

Vacancies on  
Various Boards & Commissions

**Citizens Audit Review & Financial  
Advisory Committee**

2 Vacancies

**Code Appeals Board**

1 Vacancy

*Requirements: Master Electrician, Master Plumber  
or General Contractor*

**HARB**

1 Vacancy (unexpired term 12/31/2020)

**Shade Tree Commission**

1 Vacancy (unexpired term 12/31/2022)

**Rental Housing Appeals Board**

1 Vacancy (unexpired term 12/31/2022)

**Zoning Hearing Board**

1 Vacancy (Alternate)

Possible Appointments to  
Various Boards and  
Commissions

**RESOLUTION NO. 2019-83**

**A RESOLUTION OF RADNOR TOWNSHIP, DELAWARE COUNTY, AUTHORIZING THE PAYMENTS OF CHANGE ORDERS 1-6 FOR THE PARK IMPROVEMENTS PROJECT FOR BO CONNOR AND WARREN FILIPONE PARKS, TO GESSLER CONSTRUCTION, IN THE AMOUNT OF \$45,467**

*WHEREAS*, Radnor Township has incurred change orders to the original contract price due to unforeseen conditions, as part of the Bo Connor & Warren Filipone Park Project

*WHEREAS*, the tabulation of Change Orders 1-6 is as follows:

| Bo Connor & Warren Filipone Park Project Change Orders |          |                                                                                 |           |
|--------------------------------------------------------|----------|---------------------------------------------------------------------------------|-----------|
| CO #                                                   | Location | Description                                                                     | Cost (\$) |
| 1                                                      | BC       | Pickle Ball Court: Increase cross section of pad, add WWF                       | 15,500    |
| 2                                                      | BC       | Pickle Ball Court: Replace unsuitable subgrade with 10" 2A material and geogrid | 8,817     |
| 3                                                      | BC       | Sidewalk: replace unsuitable subgrade with 6" #4 ballast                        | 4,400     |
| 4                                                      | BC       | Sidewalk: fill area by retaining wall w/concrete, i.e. extend sidewalk          | 250       |
| 5                                                      | BC       | Backstops: add overhang, qty (4) @ \$4,000 EA                                   | 16,000    |
| 6                                                      | BC       | Restroom: Replace additional sidewalk                                           | 500       |
|                                                        |          | TOTAL cost of COs 1-6                                                           | 45,467    |

*NOW, THEREFORE*, be it **RESOLVED** by the Board of Commissioners of Radnor Township does hereby Authorize the payments of Change Orders 1-6 for the Park Improvements Project for Bo Connor and Warren Filipone Parks, to Gessler Construction, in the amount of \$45,467

**SO RESOLVED** this 12<sup>th</sup> day of August, A.D., 2019

**RADNOR TOWNSHIP**

By: \_\_\_\_\_  
Name: Lisa Borowski  
Title: President

ATTEST: \_\_\_\_\_  
Robert A. Zienkowski  
Manager/Secretary

# Radnor Township

## PROPOSED LEGISLATION

DATE: August 5th, 2019

TO: Radnor Township Board of Commissioners

FROM: Stephen F. Norcini, P.E., Township Engineer *SN*

CC: Robert A. Zienkowski, Township Manager  
William M. White, Assistant Township Manager/Finance Director

**LEGISLATION:** A. Resolution #2019-83 - Authorizing the payments of Change Orders 1-6 for the Park Improvements Project for Bo Connor and Warren Filipone Parks, to Gessler Construction, in the amount of \$45,467

**LEGISLATIVE HISTORY:** This item has not been before the Board of Commissioners previously.

**PURPOSE AND EXPLANATION:** During the process of construction on the park, the unforeseen issues occurred and had to be addressed to keep the project moving and avoid the exposure of delay claims to the Township. A summary of the current change orders follows:

| Bo Connor & Warren Filipone Park Project Change Orders |          |                                                                                 |           |
|--------------------------------------------------------|----------|---------------------------------------------------------------------------------|-----------|
| CO #                                                   | Location | Description                                                                     | Cost (\$) |
| 1                                                      | BC       | Pickle Ball Court: Increase cross section of pad to 6", add WWF                 | 15,500    |
| 2                                                      | BC       | Pickle Ball Court: Replace unsuitable subgrade with 10" 2A material and geogrid | 8,817     |
| 3                                                      | BC       | Sidewalk: replace unsuitable subgrade with 6" #4 ballast                        | 4,400     |
| 4                                                      | BC       | Sidewalk: fill area by retaining wall w/concrete, i.e. extend sidewalk          | 250       |
| 5                                                      | BC       | Backstops: add overhang, qty (4) @ \$4,000 EA                                   | 16,000    |
| 6                                                      | BC       | Restroom: Replace additional sidewalk                                           | 500       |
| TOTAL cost of COs 1-6                                  |          |                                                                                 | 45,467    |

**IMPLEMENTATION SCHEDULE:** Pending Board of Commissioners approval, a requisition will be entered into the financial system, and the Change Orders will be signed.

**FISCAL IMPACT:** This project is to be funded by capital fund.

**RECOMMENDED ACTION:** *Staff respectfully requests the Board of Commissioners of Radnor Township Authorize the payments of Change Orders 1-6 for the Park Improvements Project for Bo Connor and Warren Filipone Parks, to Gessler Construction, in the amount of \$45,467*

Discussion regarding the  
authorization for a security  
camera installed at the  
corner of Morris &  
Sugartown

**RESOLUTION NO. 2019-82**

**A RESOLUTION OF RADNOR TOWNSHIP, DELAWARE COUNTY, AWARDED  
THE CONTRACT FOR AN IMPLEMENTATION PLAN AND FUNDING STRATEGY  
FOR THE DARBY PAOLI MULTIUSE TRAIL TO MCMAHON & ASSOCIATES IN  
THE AMOUNT OF \$12,200**

*WHEREAS*, The Township wishes to obtain grants to partially fund the Darby Paoli Multiuse Trail

*WHEREAS*, McMahon & Associates has submitted a proposal to this end

*NOW, THEREFORE*, be it *RESOLVED* by the Board of Commissioners of Radnor Township does hereby Award the Contract for an Implementation Plan and Funding Strategy for the Darby Paoli Multiuse Trail to McMahon & Associates in the amount of \$12,200

*SO RESOLVED* this 12<sup>th</sup> day of August, A.D., 2019

**RADNOR TOWNSHIP**

By: \_\_\_\_\_  
Name: Lisa Borowski  
Title: President

ATTEST: \_\_\_\_\_  
Robert A. Zienkowski  
Manager/Secretary

**Radnor Township**  
**PROPOSED LEGISLATION**

DATE: August 5th, 2019

TO: Radnor Township Board of Commissioners

FROM: Stephen F. Norcini, P.E., Township Engineer *FN*

CC: Robert A. Zienkowski, Township Manager  
William M. White, Assistant Township Manager/Finance Director

**LEGISLATION:** F. Resolution #2019-82 - Awarding the Contract for an Implementation Plan and Funding Strategy for the Darby Paoli Multiuse Trail to McMahon & Associates in the amount of \$12,200

**LEGISLATIVE HISTORY:** This item has not been before the Board of Commissioners previously.

**PURPOSE AND EXPLANATION:** The proposal from McMahon and Associates is to identify viable grants (MTF, C2P2, GTRP, TAP, etc.) for the project, coordinate with the grant agencies, and assist with the grant application. From its inception, the intent was to fund 50% of this project through grants, so this proposal is in keeping with that plan.

**IMPLEMENTATION SCHEDULE:** Pending Board of Commissioners approval, a requisition will be entered into the financial system, with work to begin immediately following the receipt of a purchase order. The timeline will be determined by the due dates of the grants being applied for.

**FISCAL IMPACT:** This project is to be funded by capital fund, of which the design for the Darby Paoli Multiuse Trail is being expensed to.

**RECOMMENDED ACTION:** *Staff respectfully requests the Board of Commissioners of Radnor Township Award the Contract for an Implementation Plan and Funding Strategy for the Darby Paoli Multiuse Trail to McMahon & Associates in the amount of \$12,200*

Enclosure: McMahon & Associates Cost Proposal





McMAHON ASSOCIATES, INC.  
835 Springdale Drive, Suite 200  
Exton, PA 19341  
p 610-594-9995 | f 610-594-9565

PRINCIPALS

Joseph W. McMahon, P.E.  
Joseph J. DeSantis, P.E., PTOE  
John S. DePalma  
William T. Steffens  
Casey A. Moore, P.E.  
Gary R. McNaughton, P.E., PTOE

ASSOCIATES

John J. Mitchell, P.E.  
Christopher J. Williams, P.E.  
R. Trent Ebersole, P.E.  
Matthew M. Kozsuch, P.E.  
Maureen Chlebek, P.E., PTOE  
Dean A. Carr, P.E.

July 29, 2019

Ms. Michele C. Adams, P.E.  
Meliora Design  
259 Morgan Street  
Phoenixville, PA 19460

RE: Darby Paoli Multi-use Trail  
**Supplement No. 1**  
Radnor Township, Delaware County, PA  
McMahon Project No. 917673.21

Dear Michele:

McMahon Associates, Inc. (McMahon) appreciates the opportunity to submit this supplemental proposal to provide additional engineering services to Meliora Design. The additional services include developing an implementation plan and funding strategy for the multi-use trail including agency coordination and technical assistance with grant applications. For the purpose of this supplemental proposal, the additional engineering tasks are as follows:

***Task 1 – Implementation Plan and Funding Strategy***

McMahon anticipates that the Darby Paoli Multi-use Trail may need to be implemented in a phased approach due to priorities, costs, funding availability, and other considerations. With input from the Township, McMahon will identify how the trail can be segmented into separate capital projects with independent utility and logical termini. McMahon will utilize the preliminary design drawings to depict the separate segments that are identified. Colored exhibits will be developed for each segment and will be utilized to pursue future grants. McMahon will develop the following for each segment:

- **Opinions of Cost:** McMahon will develop order of magnitude cost estimate by phase (i.e. design, right-of-way, utilities, and construction). These estimates will reflect approximations of material quantities from the preliminary design and unit costs from recently bid similar projects. The estimates will be appropriate for budgeting purposes and to pursue future grants.
- **Funding Strategy:** McMahon will identify potential funding sources and grant opportunities for property acquisition, design, and construction of the improvements. For each viable grant opportunity, McMahon will identify next steps to build support for project funding and position the project to be successful in competitive application processes.

- **Permitting Requirements:** McMahon will develop a list of permitting requirements or other considerations for design and construction. The permitting requirements will include a summary of the environmental scoping and identification of issues that must be addressed as part of the environmental clearance process that is typically required for state or federally funded projects.

### ***Task 2 – Agency Coordination Meetings***

Based on the results of Task 2, McMahon will coordinate up to five meetings with various funding entities and project partners, such as the Delaware Valley Planning Commission (DVRPC), Department of Community and Economic Development (DCED), and Department of Conservation and Natural Resources (DCNR), and Delaware County. McMahon will prepare meeting materials and participate in coordination meetings or conference calls.

### ***Task 3 – Technical Assistance for Grant Preparation (Optional)***

McMahon is prepared to assist the Township by developing grant application materials and coordinating with key decision makers and project partners for competitive grant programs. McMahon will provide application materials in accordance with the requirements of the respective grant programs. The specific programs and application requirements are unknown at this time. However, potential grant programs that may be pursued include:

- Transportation Alternatives Set-Aside Program administered by PennDOT and DVRPC
- Multimodal Transportation Fund (MTF) as administered by PennDOT
- Community Conservation Partnership Program (C2P2) administered by DCNR
- Greenways, Trails, and Recreation Program (GTRP) administered by the Commonwealth Financing Authority (CFA)

Listed below are the general type of services that McMahon provides to support the preparation of applications and pursuit of grant funding.

- 1) **Amount of Grant Request and Matching Funds:** McMahon can coordinate with the Township to determine the appropriate amount of grant requests and matching fund commitments based on program requirements.
- 2) **Application Narrative:** McMahon can prepare draft narrative text for the application for review by Township representatives.
- 3) **Application Schedule and Cost Information:** McMahon can prepare milestone start and end dates and costs by phase (i.e. preliminary engineering, environmental clearance, final design, right-of-way, utilities, construction, and inspection).

- 4) Attachments: McMahon can prepare PDF versions of various attachments to support applications, such as:
- Project Location Map
  - Conceptual Design Exhibit/Trail Development Drawing (based on the scope of work above)
  - Detailed engineer’s opinion of cost (based on the scope of work above)
  - Detailed schedule for design and permitting
  - List of federal, state, local permits and approvals required for design and construction

We understand that the Township will assist with compiling other application materials, such as financial statements and letters of support. The fee for this task includes preparation of one (1) grant application.

*Fee* – Based on the scope of services described above, our fee for the above tasks is as follows:

|                                                                                                  |                 |
|--------------------------------------------------------------------------------------------------|-----------------|
| <b>Task 1 – Implementation Plan and Funding Strategy</b>                                         | \$ 4,200        |
| <b>Task 2 – Agency Coordination Meetings</b>                                                     | \$ 3,000        |
| <b>TOTAL</b>                                                                                     | <b>\$ 7,200</b> |
| <br><b>Task 3 – Technical Assistance for Grant Preparation, per grant application (Optional)</b> | <br>\$ 5,000    |

Reimbursable expenses, such as travel and reproduction, will be billed in addition to the fee above in accordance with our Standard Provisions for Professional Services (attached).

***Timing***

McMahon is prepared to immediately begin working on the supplemental services upon your written authorization to proceed by returning this agreement with an authorized signature.

***Conditions***

This agreement hereto sets forth the entire understanding between the parties with respect to the subject matter hereof, supersedes any and all prior understandings whether written or oral with respect to the subject matter hereof and may not be altered, modified, changed, amended or waived un any manner, except in a writing signed by all of the parties hereto. The conditions of this agreement call for the execution of this contract with the understanding that **Invoices for services will be submitted monthly and are payable within 30 days of issuance.** All invoices not paid within 30 days are subject to a 1.5% monthly interest charge, and all projects with overdue balances exceeding 90 days will be subject to a stoppage of all work. Any changes in the specific work program described above will result in an adjustment of the conditions and fees.

If the terms of this contract, as contained herein, and in the attached Standard Provisions for Professional Services are agreeable to you, please execute both copies of the agreement below in the space provided and return one signed copy to our office. If you should have any questions, or require further information, please feel free to contact me at 610-594-9995, ext. 5129.

Sincerely,



Stephen C. Giampaolo, P.E.  
Regional Highway Design Service Leader

SCG/  
Attachments

**Accepted by Meliora Design:**

**I have reviewed all terms of this contract, and I am authorized to sign in the space below for execution of this contract.**

By: \_\_\_\_\_  
(Signature of Authorized Representative)

\_\_\_\_\_  
(Printed Name of Authorized Representative)

Title: \_\_\_\_\_

Date: \_\_\_\_\_

**MCMAHON ASSOCIATES, INC.**  
**STANDARD PROVISIONS FOR PROFESSIONAL SERVICES**  
**JANUARY 2019**

The following per hour rates will apply to actual time devoted by McMahon staff to this project. McMahon reserves the right to make adjustments for individuals within these classifications as may be desirable in its opinion by reason of promotion, demotion, or change in wage rates. Such adjustments will be limited to the manner in which charges are computed and billed and will not, unless so stated in writing, affect other terms of this Agreement, such as estimated total cost. The following ranges of rates will apply to actual time devoted by McMahon staff to this project computed to the nearest one-half hour.

| <u>PERSONNEL</u>                 | <u>HOURLY RATES</u> |
|----------------------------------|---------------------|
| Field Personnel                  | \$ 50.00            |
| Survey Technician                | \$ 70.00 - \$80.00  |
| Technician/Admin I - V           | \$ 70.00 - \$110.00 |
| Party Chief / Chief of Surveys   | \$110.00 - \$140.00 |
| Engineer/Planner I - VI          | \$115.00 - \$165.00 |
| Senior Engineer/Planner I - VIII | \$170.00 - \$235.00 |
| Associate / Sr. Associate        | \$240.00 - \$250.00 |
| Principal                        | \$260.00            |

**TERMS**

- 1. Payment:** Payment is due upon receipt of invoices within 30 days. Client agrees to pay interest at the rate of 1 and 1/2% per month on invoices that are more than 30 days past due. After 30 days past due, McMahon may suspend services and refuse to release work until Client has paid all amounts due. If payment is not made in accordance with the Agreement, Client agrees to pay reasonable attorney's costs and fees incurred by McMahon to collect payment.
- 2. Drawings, Sketches and Specifications:** All drawings, sketches, specifications and other documents in any form, including electronic, prepared by McMahon are instruments of McMahon's services, and as such are and shall remain McMahon's property. Upon payment in accordance with the Agreement, Client shall have the right to use and reproduce the documents solely for the purposes of constructing, remediating, using or maintaining the project contemplated by the Agreement. The documents are prepared for use on this project only and are not appropriate for use on other projects, any additions or alterations of the project, or completion of the project by others. Use of the documents in violation of this paragraph without the express written consent of McMahon is prohibited and shall be at Client's sole risk. Client agrees to indemnify, defend and hold harmless McMahon from any claims, damages, losses, liabilities and expenses arising from such prohibited use.
- 3. Fees and Schedule:** Fees and schedule commitments will be subject to change for delays caused by Client's failure to provide specific facilities or information, or for delays caused by third parties, unpredictable occurrences or force majeure.
- 4. Termination:** No termination of this Agreement by Client will be effective unless Client gives seven days prior written notice with the reasons and details, and McMahon is afforded an opportunity to respond. Where the method of payment is a lump sum, Client agrees that the final invoice will be based on services performed to the effective date of cancellation, plus an equitable adjustment to provide for costs McMahon incurred for commitments made prior to cancellation. Where the method of payment is time and materials, Client agrees that the final invoice will include all services and direct expenses up to the effective date of cancellation plus an equitable adjustment to provide for costs McMahon incurred for commitments made prior to cancellation.
- 5. Confidentiality:** Technical and pricing information in this proposal is the confidential and proprietary property of McMahon and is not to be disclosed or made available to third parties without the written consent of McMahon.
- 6. Insurance:** McMahon will maintain at its own expense Worker's Compensation insurance, comprehensive general liability insurance and professional liability insurance.
- 7. Approvals:** McMahon does not represent or warrant that any permit or approval will be issued by any governmental or regulatory body.
- 8. Professional Standards:** McMahon will perform its work in accordance with generally accepted professional standards. There are no other warranties, express or implied. This Agreement is solely for the benefit of the Client and its successors. There is no third-party beneficiary of this Agreement.
- 9. Expert Witness Fees:** Client agrees to pay reasonable expert witness fees if McMahon or any of its employees are subpoenaed to testify as a fact or opinion witness in any court proceeding, arbitration or mediation to which Client is a party.
- 10. Hazardous Waste:** Unless otherwise provided in this Agreement, McMahon shall have no responsibility for the discovery, presence, handling, removal or disposal of hazardous materials or underground structures at the project site.
- 11. Assignment:** Neither the Client nor McMahon shall assign this Agreement without the written consent of the other.

Initiative to advertise the  
environmental & cost  
saving advantages of  
compost

Trash and Recycling Review  
& Possible  
Recommendation

# Discussion of Tree Maintenance and Sidewalks



# Reports of Standing Committees of the Board

# New Business

Old Business  
Update on Flood  
prevention initiatives  
*(requested by Commissioner  
Abel)*

# Public Participation

Adjournment