

BOARD OF COMMISSIONERS

AGENDA

Monday, February 13, 2017 - 6:30 PM

Pledge of Allegiance

Notice of Executive Session preceding the Board of Commissioners meeting of February 13, 2017

1. Consent Agenda

- a) Staff Traffic Committee Meeting Minutes - January 18, 2017
- b) HARB
 - HARB - 2017-03 – 205 Poplar Avenue - Small sunroom addition at rear with new siding on entire structure
- c) Disbursement Review and Approval: 2017-01A, 2017-01B, 2017-02A
- d) Request to go out to bid for microphone and camera replacement for the Radnorshire Room
- e) Resolution #2017-19 - Award of Tree Removal and Pruning Project at Harford Park
- f) Resolution #2017-20 - Authorization to Purchase Capital Vehicles and Equipment, 2017 Approved Budget
- g) Resolution #2017-21 - Emergency Repair to Packer #27
- h) Resolution #2017-22 - Authorization to Award the HVAC Maintenance Contract for the Township Building, Radnor Activity Center, and Public Works Facility
- i) Resolution #2017-31 - Authorization for Township Manager to Bind Coverage for Group Long-Term Disability Insurance
- j) Resolution #2017-32 - Authorization for Township Manager to Bind Coverage for Group Term Life and AD&D Insurance

2. Public Participation

3. Committee Reports

PERSONNEL & ADMINISTRATION

- A. Resolution #2017-25 - Recognizing and Celebrating the Month of February as Black History Month
- B. Presentation by Sports Legends of Delaware County Museum – Black History Month
- C. Discussion of a possible Township contribution toward a Emlen Tunnell Statue for the Sports Legends of Delaware County Museum
- D. Presentation and Proposal by CARFAC regarding Communication with the Community with Possible Motion
- E. Discussion and Possible Motion Regarding Audit Standing Committee of the Board of Commissioners
- F. Discussion and Possible Motion to Appoint Ethics Board Solicitor

COMMUNITY DEVELOPMENT

- G. Discussion and possible motion to support the following appeal to the Zoning Hearing Board:
 - APPEAL #2982 - The Applicant, All Seasons Flowers and Produce LLC, property located at 912 Conestoga Road and Zoned GH-CR, seeks relief from Section 280-49.11(B) and/or (D) of the GHZD to permit the seasonal sales of flowers and related products within the front yard setback. Applicant seeks a variance or such other relief required to permit sales, and storage after business hours within the front yard setback.

FINANCE & AUDIT

H. Q4 2016 Finance Update

I. Discussion and Presentation of Status and Timeline of Bond Funded Projects

- J. Ordinance #2017-04 - (**Introduction**) Authorizing a change in purpose for certain proceeds of the Township of Radnor's General Obligation Bonds, Series 2016 to reallocate \$300,000 of funds borrowed for the Villanova-Chew Segment Trail to the Library Improvement Project

PUBLIC SAFETY

- K. Ordinance #2017-01 - (**Adoption**) - Removal of a handicapped parking space on South Lowry's Lane
L. Ordinance #2017-02 - (**Adoption**) - Establishing a new handicapped parking space on Rockingham Road
M. Ordinance #2017- 03 - (**Introduction**) – Amending Chapter 104, Section 104-7, False Alarms, to provide for a revised schedule of fines for multiple false alarms per calendar year and to establish a new procedure for issuing and appealing alarm citations

PUBLIC WORKS & ENGINEERING

- N. Resolution #2017-23 - Authorizing to Issue a Request for Proposal for MS4 Services
O. Resolution #2017-24 - Authorization to Issue a Request for Proposals for the Maplewood Outfall Design
P. Resolution #2017-26 - 12 Welwyn Road - SALDO Application #2016-S-14 - Final – Preliminary /Final Subdivision Plan
Q. Resolution #2017-27 - Ardrossan Phase 4 Lot Line Adjustment SALDO Application #2016-D-11 - Final – Preliminary/Final Lot Line Plan
R. Resolution #2017-28 - Appointment of Township Traffic Engineer
S. Resolution #2017-29 - Appointment of the Firm for Township Inspection Services
T. Resolution #2017-30 - Appointment of the Owner's Representative & Inspection Firm for the Radnor Memorial Library Renovation and Expansion

PARKS & RECREATION

LIBRARY

PUBLIC HEALTH

Old Business

New Business

- Motion to authorize the hiring of an independent certified environmental testing firm, to test the asphalt to be disposed and subsoil under the 13-acre parking lot construction area at Villanova University for not only asbestos, but other contaminants; including heavy metals, arsenic, hydrocarbons (oil) and other contaminants as may be recommended by the inspection company. One test sample per acre is suggested. – *Requested by Commissioner Booker*
- Discussion of Board Resolution #2011-31 – *Requested by Commissioner Booker*

Public Participation

Adjournment

RADNOR TOWNSHIP POLICE DEPARTMENT

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

**William A. Colarulo
Police Superintendent**

TO: A Staff Traffic Committee Meeting was held on January 18, 2017 and was attended by Commissioner John Nagle; Lieutenant Christopher Flanagan; Officer Raymond Matus, Officer Alex Janoski, Highway Patrol; William Cassidy, Highway Field Leader; Amy Kaminski, Gilmore and Associates, Traffic Engineer; Vera DiMaio, Administrative Assistant; and Radnor residents

FROM: William A. Colarulo

RE: STAFF TRAFFIC COMMITTEE MEETING HELD IN THE POLICE ROLL CALL ROOM, WEDNESDAY, JANUARY 18, 2017, 10:00 AM.

NEW BUSINESS:

1. Mr. Albany requests that the timing of the traffic signals on Lancaster Avenue approaching the Radnor Financial Center/Shopping Complex be reevaluated. Traffic in the morning and afternoon back-up to the point you sit through 2-3 cycles before getting through intersection.

Amy Kaminski of Gilmore and Associates, Traffic Engineer, recommends that the Township Electrician check the signal controllers and loop sensors from Chamounix Road to Hillside Road. This will be brought back to the next Staff Traffic Meeting with findings.

2. Pat and Chris Daly, who reside at 298 S. Roberts Road, would like speed bumps placed on Roberts Road.

Staff Traffic Committee informed Mr. and Mrs. Daly that Roberts Road meets the criteria for speed bumps. A seven day count was conducted in May of 2016 with the following results; ADT=1,715 and 85th percentile speed was 37 MPH. Staff Traffic Committee advised Mr. and Mrs. Daly that the next step in the process would be to have a Petition signed in favor of installing speed bumps on Roberts Road. Officer Ray Matus will supply Mr. and Mrs. Daly with the Petition.

3. Tom Hipp inquired about the possibility of a Left Turn arrow or Right Turn Arrow pavement marking be placed on the road at Sugartown and Morris to alleviate confusion for motorists heading northbound.

Staff Traffic Committee contacted Paul Lutz of PennDot regarding this issue. Paul Lutz advised that PennDot would require a written request from Radnor Police Department to modify the plan and that after receipt, they would modify the plan. Paul Lutz stated it would be the responsibility and commitment of the Township to do pavement markings and signage.

4. Residents have recently sent emails and made phone calls to Radnor Police regarding traffic congestion around the construction of the parking garage by Villanova University.

Staff Traffic Committee reports that the Police Department has been working with Villanova University to help alleviate this issue.

OLD BUSINESS

1. Commissioner Ahr is requesting a review of the speed bump study on Aldwyn Lane.

Staff Traffic Committee reviewed previous notes from the November 16, 2016 Staff Traffic Meeting. The Committee does not recommend the installation of the speed bumps on Aldwyn Lane as it does not meet the criteria based on the Speed Bump Ordinance.

CERTIFICATE OF APPROPRIATENESS

Radnor Township Historical and Architectural Review Board
Radnor Township, Pennsylvania



NAME OF OWNER:	HAWK THOMAS R & ELAINE D
OWNER ADDRESS:	205 POPLAR AVE, WAYNE, PA 19087
ADDRESS OF PROPERTY:	205 POPLAR AV , WAYNE PA 19087
APPLICATION NUMBER:	HARB-2017-03

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

Small sunroom addition at rear with new siding on entire structure.

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 was approved as submitted.

ISSUED: Monday, February 13, 2017

TOWNSHIP OFFICIAL

ACCEPTED BY APPLICANT

Elaine P. Schaefer, President

***RADNOR TOWNSHIP
DISBURSEMENTS SUMMARY
February 13, 2017***

The table below summarizes the amount of disbursements made since the last public meeting held on January 3, 2017. 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.

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

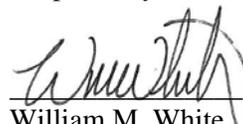
Fund (Fund Number)	2017-1A January 20, 2017	2017-1B January 27, 2017	2017-2A February 3, 2017	Total
General Fund (01)	\$458,892.30	\$193,653.41	\$204,211.62	\$856,757.33
Sewer Fund (02)	117,712.86	54,001.17	3,244.88	174,958.91
Liquid Fuels Fund (03)	0.00	0.00	14,727.40	14,727.40
Storm Sewer Management (04)	56,606.12	3,656.01	6,448.19	66,710.32
Capital Improvement Fund (05)	112,398.45	2,605.59	115,471.61	230,475.65
Police Pension Fund (07)	0.00	0.00	4,420.38	4,420.38
OPEB Fund (08)	128,349.68	80.76	1,543.96	129,974.4
Escrow Fund (10)	1,200.00	0.00	0.00	1,200.00
Civilian Pension Fund (11)	0.00	900.00	3,940.14	4,840.14
Investigation Fund (12)	0.00	181.30	213.28	394.58
Police K-9 Fund (17)	71.97	0.00	48.99	120.96
\$8 Million Settlement Fund (18)	0.00	5,548.72	0.00	5,548.72
The Willows Fund (23)	16,781.64	0.00	2,262.07	19,043.71
Library Improvement Fund (500)	180,740.39	0.00	15,778.34	196,518.73
Total Accounts Payable Disbursements	\$1,072,753.41	\$260,626.96	\$372,310.86	\$1,705,691.23
<i>Electronic Disbursements</i>	n/a	n/a	n/a	\$508,000.00
Grand Total	\$1,072,753.41	\$260,626.96	\$372,310.86	\$2,213,691.23

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 of 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 insure that amounts obligated are within the budgetary limits established by the Board of Commissioners. Those procedures are monitored on a daily basis 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,



William M. White
Finance Director

ELECTRONICALLY PAID DISBURSEMENT LISTING
Estimated Through February 27, 2017

Description	Account No.	Date	Purpose	Amount
Credit Card Revenue Fees - Estimated	Various Funds	2/10/2017	1/17 Credit Card Revenue Processing Fees	\$5,000.00 *
Payroll [Bi-Weekly] Transaction - Estimated	01-various	2/9/2017	Salaries and Payroll Taxes - General Fund	\$485,000.00
Payroll [Bi-Weekly] Transaction - Estimated	02-various	2/9/2017	Salaries and Payroll Taxes - Sewer Fund	\$17,500.00
Payroll [Bi-Weekly] Transaction - Estimated	17-various	2/9/2017	Salaries and Payroll Taxes - K-9 Fund	\$500.00
Period Total				\$508,000.00

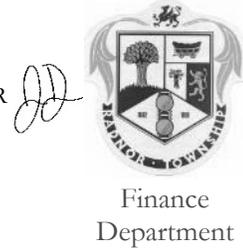
Submitted: _____


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

Original Estimate	Actual Amount
\$450,000.00	\$506,555.33
\$15,000.00	\$16,204.53
\$0.00	\$0.00
\$400.00	\$405.75
\$465,400.00	\$523,165.61
\$10,000.00	\$7,120.25
\$1,000.00	\$1,093.38
\$11,000.00	\$8,213.63
\$450,000.00	\$489,721.55
\$15,000.00	\$23,963.18
\$400.00	\$541.39
\$465,400.00	\$514,226.12
\$400,000.00	\$443,745.78
\$15,000.00	\$17,440.77
\$400.00	\$274.42
\$415,400.00	\$461,460.97
\$186,839.03	\$186,839.03
\$130,000.00	\$130,699.20
\$316,839.03	\$317,538.23
\$186,839.03	\$186,839.03
\$130,000.00	\$145,016.74
\$316,839.03	\$331,855.77

INTEROFFICE MEMORANDUM

TO: WILLIAM WHITE, FINANCE DIRECTOR
FROM: JAMES DOLING, CABLE, WEB & COMMUNICATIONS COORDINATOR
SUBJECT: REPLACEMENT OF AUDIO & VIDEO EQUIPMENT
DATE: 2/7/2017
CC:



Radnor Television would like to request to go out to bid to replace outdated equipment used to film and broadcast the board and commission meetings held in the Radnorshire room.

Currently the equipment used to broadcast meetings is over 11 years old and past due its suggested lifetime of use of approximately five years. Since the initial installation in 2006, new equipment was purchased only when an original piece had stopped working. Due to the importance of the suggested equipment being replaced before failure, it is necessary to install replacement cameras and microphones as soon as possible.

The cameras in use are fading and providing a poor quality picture along with intermittent loss of controls and functions. The microphones are also in need of replacing and cannot be purchased since the product was retired several years ago.

Radnor Television and the Information Technology Department requests approval to solicit bids for the aforementioned equipment from the PEG grant funds as designated in Section 6.2.1. of the Cable Franchise Agreement between Township of Radnor and Verizon Pennsylvania Inc.

RESOLUTION NO. 2017-19
A RESOLUTION OF RADNOR TOWNSHIP, DELAWARE
COUNTY, PENNSYLVANIA, AWARDED THE TREE
REMOVAL AND PRUNING PROJECT AT HARFORD
PARK, TO HORGAN TREE EXPERTS

WHEREAS, the Public Works Department has the trees evaluated in the active use parks within the Township

WHEREAS, the Township's appointed arborist evaluated the tree at Harford park

WHEREAS, the Arborist recommended that six trees be removed, and twenty-four be pruned

WHEREAS, Horgan Tree Experts submitted a price proposal to execute said tree removal and pruning in the amount of \$24,925

NOW, THEREFORE, be it *RESOLVED* by the Board of Commissioners of Radnor Township does hereby award the Tree Removal and Pruning Project at Harford Park, to Horgan Tree Experts, in the amount of \$24,925

SO RESOLVED this 13th day of February, A.D., 2017

RADNOR TOWNSHIP

By: _____

Name: Elaine P. Schaefer

Title: President

ATTEST:

Robert A. Zienkowski
Manager/Secretary

Radnor Township
PROPOSED MOTION

DATE: February 6, 2017
TO: Radnor Township Board of Commissioners
FROM: Stephen F. Norcini, P.E., Director of Public Works *SN*
CC: Robert A. Zienkowski, Township Manager
Mark Domenick, Supervisor Parks Maintenance & Sanitary Sewer

LEGISLATION: Resolution #2017-19: Award of Tree Removal and Pruning Project at Harford Park

LEGISLATIVE HISTORY: This project has not been previously before the Board of Commissioners

PURPOSE AND EXPLANATION: The Public Works Department has the trees evaluated in the Township's active recreation parks. This evaluation is performed by the Township's appointed arborist, John Rockwell Hosbach. The arborist's review (enclosed) of Harford Park noted that six (6) trees are to be removed, and twenty-four to twenty-six trees are to be pruned. Following the arborist's inspection, Horgan Tree Experts was met on site to provide a price proposal for the work. Horgan's price proposal (enclosed) for all work noted is \$24,925. This amount is above the \$7,500 limit of which the Manager may approve, hence its appearance before the Board of Commissioners.

IMPLEMENTATION SCHEDULE: Pending Board approval, we plan to move forward ASAP.

FISCAL IMPACT: The invoice of \$24,925 will be charged against account #01-453-4360, Shade Tree Contractual Services.

RECOMMENDED ACTION: *I respectfully request the Board of Commissioners Award the Tree Removal and Pruning Project at Harford Park, to Horgan Tree Experts, in the amount of \$24,925.*

Enclosures: Rockwell Associates Memorandum Dated 1/24/2017
Horgan Tree Experts Cost Proposal



www.RockwellConsultants.com

Memorandum

To: Steve Norcini
Cc. Mark Dominick
Date: January 24, 2017
Site: Hartford Park
Reference: ARBORICULTURAL RISK MANAGEMENT L

Dear Steve,

As discussed, Mark and I toured Hartford Park today to review the subject trees requiring work. We also met with Horgan Tree Experts to expedite the estimating. In total, we have 6 removals (based on stability, decay, severe decline or associated risk) that will need to be completed in a timely fashion.

We also reviewed pruning objectives such dead limbs over the main drive lane, parking lots, and areas of usability by the residents/visitors.

Horgan will be pricing a cost estimate for these subject areas. I will be happy to discuss these areas in further if required. I think it may be cost effective to have the work (removal/pruning) done at one time. This can be discussed with Horgan to see what type of cost savings we can obtain.

Regards,

John

Best regards,

John Rockwell Hosbach Jr., Urban Forester

T: 610.731.7969 | F: 610.521.0108 | E: jhtrees@verizon.net

Po Box 542 - Ridley Park - PA - 19078

CONSULTANTS • URBAN FORESTERS • PLANNERS • FORENSIC ARBORIST

Horgan Tree Experts
 741 Contention Lane
 Berwyn, PA 19312
 610-644-1663
 horgantree@gmail.com

ESTIMATE

NAME / ADDRESS
Radnor Township Attn: Steve Norcini / Mark Domenick 301 Iven Avenue Wayne, PA 19087-5297

DATE
1/25/2017

ESTIMATE #
3718

REP
HTS

DESCRIPTION	COST	TOTAL
Harford Park		
Tree Removal - Ash tree - 32 inch caliber	1,900.00	1,900.00
Tree Removal - Hemlock - 20 inch caliber	900.00	900.00
Tree Removal - green mountain maple - 45 inch caliber	2,400.00	2,400.00
Tree Removal - multi stem pine - 40 inch caliber	2,800.00	2,800.00
Tree Removal - tulip poplar - 45 inch caliber	2,800.00	2,800.00
Tree Removal - red maple - 30 inch caliber	1,650.00	1,650.00
Safety Pruning and Deadwood - 2 American beech - approx 40 inch DBH, 1 white oak - approx 35 inch DBH	2,400.00	2,400.00
Safety Pruning and Deadwood - 1 green mountain maple - approx 40 inch DBH, 1 American beech - approx 22 inch DBH	1,200.00	1,200.00
Safety Pruning and Deadwood - 2 tulip poplars - approx 40 inch DBH each, 1 white oak - approx 42 inch DBH, 1 American beech - approx 30 inch DBH	2,800.00	2,800.00
Safety Pruning and Deadwood - ash tree - approx 55 inch DBH	1,100.00	1,100.00
Safety Pruning and Deadwood - cherry/maple - approx 30 inch DBH	700.00	700.00
Safety Prune and Deadwood - linden tree - approx 35 inch DBH, install cabling system, 1 cucumber tree - approx 32 inch DBH	2,400.00	2,400.00

We accept Visa and Mastercard	TOTAL
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A 50% deposit is required to begin the job and the balance is due on completion of the work.

SIGNATURE

Horgan Tree Experts
 741 Contention Lane
 Berwyn, PA 19312
 610-644-1663
 horgantree@gmail.com

ESTIMATE

NAME / ADDRESS
Radnor Township Attn: Steve Norcini / Mark Domenick 301 Iven Avenue Wayne, PA 19087-5297

DATE
1/25/2017

ESTIMATE #
3718

REP
HTS

DESCRIPTION	COST	TOTAL
Safety Pruning and Deadwood - 1 horse chestnut - approx 20 inch DBH, 1 white oak - approx 35 inch DBH, 1 red oak - approx 20 inch DBH	1,200.00	1,200.00
Safety Pruning and Deadwood - Twelve to fourteen 30 inch plus tulip poplars at entrance of Harford Park	3,660.00	3,660.00
Ten percent discount if job is done in it's entirety	-2,985.00	-2,985.00
We accept Visa and Mastercard	TOTAL	\$24,925.00

A 50% deposit is required to begin the job and the balance is due on completion of the work.

SIGNATURE

RESOLUTION NO. 2017-20
A RESOLUTION OF RADNOR TOWNSHIP, DELAWARE
COUNTY, PENNSYLVANIA, AUTHORIZING THE
PURCHASE OF PUBLIC WORKS CAPITAL VEHICLES
AND EQUIPMENT, AS NOTED IN THE 2017 APPROVED
BUDGET

WHEREAS, the Board of Commissioners adopted Ordinance 2016-14, on December 12th, 2016, “the 2017 Board Adopted Comprehensive Budget”

WHEREAS, The Public Works Department is requesting to purchase the following Capital Vehicles and Equipment, in the budget, as noted below:

2017 Board of Commissioners Comprehensive Budget							
Requested Capital Purchases: Public Works Department Rolling Stock & Equipment							
Public Works Division	Item to be Replaced	Model Year	Useful Life (yrs)	Age Over Useful Life (yrs)	Item to be Purchased	Cost	Method of Purchase
Highway	Dump Truck #51	2002	12	3	Dump Truck	\$37,800/year	5 year capital lease
Highway	Loader #L2	1991	15	11	Loader -2017	\$47,600/year	5 year capital lease
Highway	Sign Board	NA	NA	NA	2017 Sign Board		CoStars Purchase
Parks Maintenance	Dump Truck #78	1992	12	13	Dump Truck	\$37,800/year	5 year capital lease
Parks Maintenance	Ball Field Groomer	2007	10	1	Ball Field Groomer	\$29,000	CoStars Purchase
Parks Maintenance	Mower #K2	2007	8	2	Mower	\$27,500	CoStars Purchase
Facilities - PWD	Tire Changer & Drill Press	1997/1970	15/47	5_10	Tire Changer, Drill Press	\$15,000	Proposal

NOW, THEREFORE, be it **RESOLVED** by the Board of Commissioners of Radnor Township does hereby Authorize the Purchase of Public Works Capital Vehicles and Equipment, as noted in the 2017 Approved Budget, specifically listed in the table above.

SO RESOLVED this 13th Day of February, 2017 A.D.,

RADNOR TOWNSHIP

By: _____
 Name: Elaine P. Schaefer
 Title: President

ATTEST: _____
 Robert A. Zienkowski
 Manager/Secretary

Radnor Township

PROPOSED LEGISLATION

DATE: February 6, 2017

TO: Radnor Township Board of Commissioners

FROM: Stephen F. Norcini, P.E., Director of Public Works *SN*

CC: Robert A. Zienkowski, Township Manager
William R. White, Finance Director

LEGISLATION: **Resolution #2017-20:** Authorization to Purchase Capital Vehicles and Equipment, 2017 Approved Budget

LEGISLATIVE HISTORY: By virtue of Ordinance 2016-14, dated December 12, 2016, the Board of Commissioners adopted the "2017 Board Adopted Comprehensive Budget" (the Budget). The Capital Plan, in this case specifically the Public Works Department's vehicles and equipment, is included in the Budget.

PURPOSE AND EXPLANATION: The Public Works Department is requesting to purchase: (1) ball field groomer, (1) towable sign board, (1) mower, (2) dump trucks, (1) front end loader, (1) drill press, and (1) tire changer. The work sheets for each purchase are enclosed. The breakdown of the Public Works divisions, cost, and method of purchase are noted in the table below:

2017 Board of Commissioners Comprehensive Budget							
Requested Capital Purchases: Public Works Department Rolling Stock & Equipment							
Public Works Division	Item to be Replaced	Model Year	Useful Life (yrs)	Age Over Useful Life (yrs)	Item to be Purchased	Cost	Method of Purchase
Highway	Dump Truck #51	2002	12	3	Dump Truck	\$37,800/year	5 year capital lease
Highway	Loader #L2	1991	15	11	Loader -2017	\$47,600/year	5 year capital lease
Highway	Sign Board	NA	NA	NA	2017 Sign Board		CoStars Purchase
Parks Maintenance	Dump Truck #78	1992	12	13	Dump Truck	\$37,800/year	5 year capital lease
Parks Maintenance	Ball Field Groomer	2007	10	1	Ball Field Groomer	\$29,000	CoStars Purchase
Parks Maintenance	Mower #K2	2007	8	2	Mower	\$27,500	CoStars Purchase
Facilities - PWD	Tire Changer & Drill Press	1997/1970	15/47	5_10	Tire Changer, Drill Press	\$15,000	Proposal

IMPLEMENTATION SCHEDULE: If approved by the Board of Commissioners, the Public Works Department will commence purchasing immediately.

FISCAL IMPACT: The purchases noted above are charged against the "05" capital account.

RECOMMENDED ACTION: *I respectfully request the Board of Commissioners Authorize the Purchase of Public Works Capital Vehicles and Equipment, as noted in the 2017 Approved Budget, specifically listed in the table above.*

Public Works Highway Vehicles | Replace Dump Truck #51

Description:

After evaluating the fleet in 2011, it was determined that many vehicles were past their useful life, from a dependability and cost standpoint. There was no vehicle replacement plan at that time. To address this issue, a rolling stock replacement plan was created, based on years of service, life span, mileage, equipment condition and other factors. The most effective way to replace the most vehicles efficiently is through a five-year capital lease. The vehicle requested to be replaced is Highway Dump Truck #51. Please note that highway dump trucks are used for transporting materials to job sites throughout the Township as well as for snow removal and leaf pickup.



Justification | Benefit Derived:

Highway Dump Truck #51 is a 2002 vehicle and has reached the end of its service life. The body of this truck is exhibiting severe rust, the wiring needs replacement, and the truck is so old that it does not even have air brakes. This truck is well beyond the time for a massive re-build. Repairs to bring this truck into a more useful state would cost more than the current value of the vehicle, and the useful life would only be extended a few years. The ROI is not acceptable regarding a rebuild; the truck should be replaced. The proposed new truck will have a useful life of twelve years, and presumable less repair costs than the current truck #51. This will provide the Township with more reliable, safer vehicle in regards maintenance in parks, leaf collection in parks, clearing streets of downed trees, tree maintenance, and snow removal on the Township's streets.

Current Status:

The rolling stock replacement plan was created to provide for a method to replace vehicles on a formal basis, which allows for a meaningful, specific, and a formulated plan to replace rolling stock, in this instance, a solid waste packer. Without such a plan, the Township would revert to previous years, where no formal plan was in place, and packers beyond their useful life were "band aided" to keep them on the road. These vehicles are needed, yet expensive assets that have to be managed to obtain the most use from them. Due to the lack of replacement in past years, it was determined that a five-year capital lease was the most prudent way to update the fleet, in the shortest amount of time.

Financial Plan

	2017	2018	2019	2020	2021	2022
Project Sources						
General Tax Proceeds	\$37,800	\$37,800	\$37,800	\$37,800	\$37,800	-
Total Funding Sources	\$37,800	\$37,800	\$37,800	\$37,800	\$37,800	-
Project Uses						
Capital Lease	37,800	37,800	37,800	37,800	37,800	-
Total Financing Uses	\$37,800	\$37,800	\$37,800	\$37,800	\$37,800	-
<small>(NOTE: Sources must equal Uses)</small>						

Public Works Highway Equipment | Loader Replacement

Description:

The Public Works Department uses “loaders”, specifically rubber tire front end loaders, daily. Loaders are classified by their bucket size; in this case the Township’s has a 2.5 cubic yard bucket. The Township’s loaders are used for the following tasks: road repair, leaf collection, snow removal, parks maintenance, emergency storm response, tree removal, truck loading, and for turning the leaf piles at Skunk Hollow.



Justification | Benefit Derived:

The loader being requested for replacement is L2, a 1991 Michigan loader. We anticipate a fifteen-year useful life for this type of equipment; unit L2 is twenty-five years old, ten years past the anticipated useful life. Each year, considerable resources, from a human resource, and monetary resource standpoint, are used to keep this piece of equipment operating. Due to its smaller size, age, and technology, this unit does not provide the production needed. It is anticipated that again, considerable resources will be required to operate this unit in 2017. From a return on investment standpoint, this piece of equipment should be replaced.

Current Status:

The rolling stock replacement plan was created to provide for a method to replace vehicles and equipment on a formal basis, which allows for a meaningful, specific, and a formulated plan to replace rolling stock, in this instance, a solid waste packer. Without such a plan, the Township would revert to previous years, where no formal plan was in place, and packers beyond their useful life were “band aided” to keep them on the road. These vehicles are needed, yet expensive assets that have to be managed to obtain the most use from them. Due to the lack of replacement in past years, it was determined that a five-year capital lease was the most prudent way to purchase the loader replacement.

Financial Plan

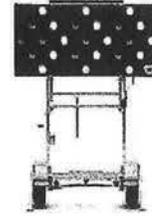
	2017	2018	2019	2020	2021	2022
Project Sources						
General Tax Proceeds	\$47,600	\$47,600	\$47,600	\$47,600	\$47,600	-
n/a	-	-	-	-	-	-
n/a	-	-	-	-	-	-
Total Funding Sources	\$47,600	\$47,600	\$47,600	\$47,600	\$47,600	-
Project Uses						
Planning Engineering Legal	-	-	-	-	-	-
Right-of-Way (if needed)	-	-	-	-	-	-
Construction	-	-	-	-	-	-
Inspection	-	-	-	-	-	-
Contingency	-	-	-	-	-	-
Capital Lease	47,600	47,600	47,600	47,600	47,600	-
Total Financing Uses	\$47,600	\$47,600	\$47,600	\$47,600	\$47,600	-

(NOTE: Sources must equal Uses)

Public Works Highway Equipment | New Sign Board (Towable)

Description:

The Public Works Department works on our streets daily. The safety of our personnel is paramount, and this sign board will provide advance warning to motorists that a work crew is ahead (in addition to cones and signs). This is a request for a new piece of equipment, one (1) new sign board.



Justification | Benefit Derived:

The requested sign board will provide a flashing "arrow", directing oncoming traffic left, right, or straight ahead in regards to upcoming road work. This will increase the safety of our crews working on streets during the year, performing tasks which will include road repairs, storm sewer repair, inlet repair, signal or sign work, and possibly by other divisions for emergency responses.

Current Status:

The Public Works Department does not currently own a sign board. This is a request for a new piece of equipment.

Financial Plan

Project Sources	2017	2018	2019	2020	2021	2022
General Tax Proceeds	\$8,000	-	-	-	-	-
Total Funding Sources	\$8,000	-	-	-	-	-
Project Uses						
Planning Engineering Legal	-	-	-	-	-	-
Right-of-Way (if needed)	-	-	-	-	-	-
Construction	-	-	-	-	-	-
Inspection	-	-	-	-	-	-
Contingency	-	-	-	-	-	-
Capital Purchase	\$8,000	-	-	-	-	-
Total Financing Uses	\$8,000	-	-	-	-	-

(NOTE: Sources must equal Uses)

Public Works Park Maintenance Vehicles | Replace Dump Truck #78

Description:

After evaluating the fleet in 2011, it was determined that many vehicles were past their useful life, from a dependability and cost standpoint. There was no vehicle replacement plan at that time. To address this issue, a rolling stock replacement plan was created, based on years of service, life span, mileage, equipment condition and other factors. The most effective way to replace the most vehicles efficiently is through a five-year capital lease. The vehicle requested to be replaced is Parks Maintenance Dump Truck #78. Please note that parks maintenance dump trucks are used for maintenance in parks, leaf collection in parks, clearing streets of downed trees, tree maintenance, and snow removal on the Township's streets.



Justification | Benefit Derived:

Parks Maintenance Dump Truck #78 is a 1992 vehicle, which is 12 years beyond its service life. The body of this truck is exhibiting severe rust, the wiring needs replacement, and the truck is so old that it does not even have air brakes. This truck is well beyond the time for a massive re-build. Repairs to bring this truck into a more useful state would cost more than the current value of the vehicle, and the useful life would only be extended a few years. The ROI is not acceptable regarding a rebuild; the truck should be replaced. The proposed new truck will have a useful life of twelve years, and presumable less repair costs than the current truck #78. This will provide the Township with more reliable, safer vehicle in regards maintenance in parks, leaf collection in parks, clearing streets of downed trees, tree maintenance, and snow removal on the Township's streets.

Current Status:

The rolling stock replacement plan was created to provide for a method to replace vehicles on a formal basis, which allows for a meaningful, specific, and a formulated plan to replace rolling stock, in this instance, a solid waste packer. Without such a plan, the Township would revert to previous years, where no formal plan was in place, and packers beyond their useful life were "band aided" to keep them on the road. These vehicles are needed, yet expensive assets that have to be managed to obtain the most use from them. Due to the lack of replacement in past years, it was determined that a five-year capital lease was the most prudent way to update the fleet, in the shortest amount of time.

Financial Plan

	2017	2018	2019	2020	2021	2022
Project Sources						
General Tax Proceeds	\$37,800	\$37,800	\$37,800	\$37,800	\$37,800	-
Total Funding Sources	\$37,800	\$37,800	\$37,800	\$37,800	\$37,800	-
Project Uses						
Capital Lease	37,800	37,800	37,800	37,800	37,800	-
Total Financing Uses	\$37,800	\$37,800	\$37,800	\$37,800	\$37,800	-

(NOTE: Sources must equal Uses)

Public Works, Parks Maintenance – TORO Ball Field Groomer

Description:

After evaluating the vehicle and equipment fleet in 2011, it was determined that many vehicles and pieces of equipment were past their useful life, from a dependability and cost standpoint. There was no vehicle replacement plan at that time. To address this issue, a rolling stock replacement and equipment replacement plan was created, based on years of service, life span, mileage, equipment condition, and other factors. The Township’s current ball field groomer will be ten years old in 2017, which is the estimated useful life of the unit. The phot to the right is the proposed replacement.



Justification | Benefit Derived:

The Parks Maintenance Ball Field Groomer is used to groom the Township’s ten baseball diamonds, three times per week, in spring, summer, and into the fall. The unit is used heavily, and has provided ten years of service. However, at this point, the mechanics can no longer keep it running, and it is in need of replacement.

Current Status:

The current ball field groomer is operational, but during heavy use periods is in need of repairs. This unit is also not as efficient form a time standpoint versus the proposed unit.

Financial Plan

Project Sources	2017	2018	2019	2020	2021	2022
General Tax Proceeds	\$29,000	-	-	-	-	-
n/a	-	-	-	-	-	-
n/a	-	-	-	-	-	-
Total Funding Sources	\$29,000	-	-	-	-	-
Project Uses						
Planning Engineering Legal	-	-	-	-	-	-
Right-of-Way (if needed)	-	-	-	-	-	-
Construction	-	-	-	-	-	-
Inspection	-	-	-	-	-	-
Contingency	-	-	-	-	-	-
Capital	\$29,000	-	-	-	-	-
Total Financing Uses	\$29,000	-	-	-	-	-

(NOTE: Sources must equal Uses)

Public Works, Parks Maintenance – Kubota Mower

Description:

After evaluating the vehicle and equipment fleet in 2011, it was determined that many vehicles and pieces of equipment were past their useful life, from a dependability and cost standpoint. There was no vehicle replacement plan at that time. To address this issue, a rolling stock replacement and equipment replacement plan was created, based on years of service, life span, mileage, equipment condition, and other factors. The Township's current ball 2017 Kubota Mower is used in conjunction with the larger TORO mower. These mowers run heavily spring through fall. They are also versatile as they are used with attachments for leaf blowing and snow blowing. The requested replacement will be a TORO mower of the same style.



Justification | Benefit Derived:

The Parks Maintenance is used to cut the grass in the areas inaccessible by the larger TORO mower. These units are used constantly during the grass cutting season. The proposed more trouble free operation (due to the current unit's age), but is also four-wheel drive, which allows for safer cutting by our crew.

Current Status:

The current Kubota is operational, but in need of replacement. The lack of four-wheel drive reduces the efficiency and safety of the current machine.

Financial Plan

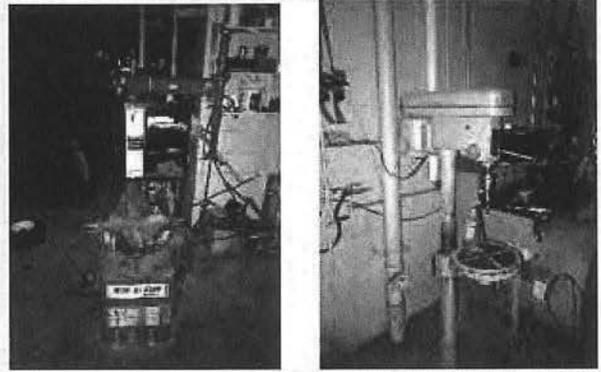
Project Sources	2017	2018	2019	2020	2021	2022
General Tax Proceeds	\$27,500	-	-	-	-	-
n/a	-	-	-	-	-	-
n/a	-	-	-	-	-	-
Total Funding Sources	\$27,500	-	-	-	-	-
Project Uses						
Planning Engineering Legal	-	-	-	-	-	-
Right-of-Way (if needed)	-	-	-	-	-	-
Construction	-	-	-	-	-	-
Inspection	-	-	-	-	-	-
Contingency	-	-	-	-	-	-
Capital	27,500	-	-	-	-	-
Total Financing Uses	\$27,500	-	-	-	-	-

(NOTE: Sources must equal Uses)

Facilities | Public Works | Tire Changer & Drill Press

Description:

The tire changer is used to maintain the tires on the Township's fleet of Police Vehicles, Public Works Vehicles (dump trucks, trash trucks, pick-up trucks), and Administrative Vehicles. The drill press is constantly in use maintaining the aforementioned vehicles.



Justification | Benefit Derived:

These two pieces of equipment are used many times per week, changing tires on all Township vehicles and maintaining equipment, respectively. The tire changer is costing the Township money in the form of repairs, as well as lost man hours in productivity. The drill press no longer has the power/speed to perform work in a productive manner. The age of these two pieces of equipment preclude repair.

Current Status:

The current status of these two items is one of being used, but at a monetary and human resources cost.

Financial Plan

Project Sources	2017	2018	2019	2020	2021	2022
General Tax Proceeds	\$15,000	-	-	-	-	-
Total Funding Sources	\$15,000	-	-	-	-	-
Project Uses						
Planning Engineering Legal	-	-	-	-	-	-
Right-of-Way (if needed)	-	-	-	-	-	-
Construction	-	-	-	-	-	-
Inspection	-	-	-	-	-	-
Contingency	-	-	-	-	-	-
Capital Purchase	\$15,000	-	-	-	-	-
Total Financing Uses	\$15,000	-	-	-	-	-

(NOTE: Sources must equal Uses)

RESOLUTION NO. 2017-21
A RESOLUTION OF RADNOR TOWNSHIP, DELAWARE
COUNTY, PENNSYLVANIA, APPROVING THE
EMERGENCY TO PACKER #27

WHEREAS, the Township's Packer (trash truck) #27 is in of an emergency repair in the form of a rebuilt engine

WHEREAS, a scope of work was prepared, and a proposal was received for \$19,882 for the engine rebuild, up to \$22,182, if a DPF filter is required.

WHEREAS, as outlined in Section §5-51(B)(7) of the Municipal Code, the Township Manager, Finance Director, and Public Works Director provided approval of the work to Packer #27

NOW, THEREFORE, be it *RESOLVED* by the Board of Commissioners of Radnor Township authorize payment in the amount of up to \$22,182 to TruckPro LLC for the engine rebuilding of Packer #27.

SO RESOLVED this 13th day of February, A.D., 2016

RADNOR TOWNSHIP

By: _____

Name: Elaine P. Schaefer

Title: President

ATTEST: _____

Robert A. Zienkowski
Manager/Secretary

Radnor Township
PROPOSED MOTION

DATE: February 6, 2017
TO: Radnor Township Board of Commissioners
FROM: Stephen F. Norcini, P.E., Director of Public Works *SN*
CC: Robert A. Zienkowski, Township Manager
Richard Petrella, Supervisor of Fleet

LEGISLATION: **Resolution #2017-21: Emergency Repair to Packer #27**

LEGISLATIVE HISTORY: This project has not been previously before the Board of Commissioners

PURPOSE AND EXPLANATION: Packer (trash truck) #27 is in need of an engine replacement. We brought the truck to one our vendors (who services International trucks). The price was greater than what we thought the job warranted. Please see the comparison below:

Company	Engine Rebuild	Radiator	DPF Filter (only if needed)	Towing	TOTAL w/o DPF Filter
TruckPro LLC	\$18,462	\$925	\$2,500	\$495	\$19,682
GL Sayer	\$21,381	NIC	NIC	NIC	\$21,381
Hunter's Truck S&S	\$20,799	\$1,195	NIC	NIC	\$21,994

The TruckPro LLC price is not only lower, but is all inclusive. I am noting the price of the DPF filter; we will know if that needs to be replaced until the engine is removed.

IMPLEMENTATION SCHEDULE: I informed the Manager and Finance Director of the situation. Once I had a cost for the work to be done (\$19,682 to \$22,182) based on the aforementioned scope of work, I met with the Manager and Finance Director for a course of action. Section §5-51(B)(7) of the Municipal Code reads as follows: "Emergency repairs or service and equipment required by emergency conditions. Approval shall be given by the Manager or Finance Director and the department head involved in the emergency if the contract is for over \$3,000, it shall be approved by a special meeting of the Board. The written contract shall be signed by the President of the Board or the Manager if authorized by the Board." The work is in the midst of being completed as noted above, following the procedure outlined in the Municipal Code.

FISCAL IMPACT: The invoice of \$19,682 (possibly \$22,182 if the DPF filter needs to be replaced) will be charged against the vehicle contracted repairs account.

Enclosure: TruckPro LLC Price Quote

TruckPro Holding Corporation
 TruckPro, LLC - Folcroft
 DBA CCC Heavy Duty Truck Parts
 1556 Delmar Dr
 Folcroft, PA 19032
 Phone: 610-534-5950

Bill To:
 RADNOR TOWNSHIP RA019
 301 IVEN AVENUE
 VENDOR # 2142
 WAYNE PA 19087



Salesman #: 03-MARSHALL OLDHAM Ship Via: W/CALL

Date : 01/23/17 Quote #: 195-001189

Page 1 of 1

LINE	QTY	PART NUMBER	DESCRIPTION	DOSE	UNIT	EXTENDED
10	1	RG54G6D300CF	ENGINE			15,262.50
11	1	CJ LABOR	ENGINE INSTALL			3,200.00
12	1	640014PTV	RADIATOR			925.00
13	1	CJ TOW	TOW TRUCK			495.00
SUB-TOTAL						19,882.50
SHIPPING						0.00
Taxes Not Included						
AMOUNT						19,882.50

PRICES SUBJECT TO CHANGE WITHOUT NOTICE.
 T1803 001189

PRICE QUOTE

The only warranties on the goods sold with this invoice ("Goods") are those, if any, made expressly by the manufacturer of such Goods, and specifically set forth by such manufacturer. TRUCKPRO SPECIFICALLY DISCLAIMS ANY WARRANTIES OF ANY KIND WHATSOEVER ON THE GOODS, WHETHER EXPRESS, IMPLIED, STATUTORY, ORAL OR WRITTEN, INCLUDING WITHOUT LIMITATION ANY IMPLIED WARRANTY OF FITNESS FOR A PARTICULAR PURPOSE or IMPLIED WARRANTY OF MERCHANTABILITY with respect to any such Goods. TruckPro neither assumes nor authorizes any person to assume on TruckPro's behalf any other obligation or liability or to make any representation or promise or agreement.

2) All claims and return goods must be accompanied by this invoice. If this account is not paid when due, I, us, or either of us agrees to pay all Attorney Fees and all other costs which may be incurred in the collection of this account.

3) All credit balances on charge accounts must be offset with a purchase. TruckPro and customer hereby expressly agree that any credit balance unused by the customer to offset a purchase within one (1) year of the creation of such credit balance shall be forfeited by customer and shall become the true property of TruckPro.

RESOLUTION NO. 2017-22

**A RESOLUTION OF RADNOR TOWNSHIP, DELAWARE COUNTY,
PENNSYLVANIA, AWARDED THE HEATING, VENTILATING, AND AIR
CONDITIONING MAINTENANCE CONTRACT FOR THE TOWNSHIP BUILDING,
PUBLIC WORKS FACILITY, AND RADNOR ACTIVITY CENTER TO JJ WHITE,
INCORPORATED**

WHEREAS, Radnor Township owns the Municipal Building and the Public Works Facility, and leases the Radnor Activity Center

WHEREAS, Radnor Township is responsible for maintaining the heating, ventilating, and air conditioning systems at the aforementioned buildings

WHEREAS, J.J. White, Incorporated has submitted a cost proposal to perform quarterly preventative maintenance on said systems at the aforementioned buildings

NOW, THEREFORE, be it *RESOLVED* by the Board of Commissioners of Radnor Township does hereby Commissioners Award the Heating, Ventilating, and Air Conditioning Preventative Maintenance and Repair Contract for the Township Building, Public Works Building, and Radnor Activity Center to J.J. White, Incorporated in the amount of \$15,250

SO RESOLVED this 13th day of February, A.D., 2017

RADNOR TOWNSHIP

By: _____
Name: Elaine P. Schaefer
Title: President

ATTEST: _____
Robert A. Zienkowski
Manager/Secretary

Radnor Township

PROPOSED LEGISLATION

DATE: February 6, 2017

TO: Radnor Township Board of Commissioners

FROM: Stephen F. Norcini, P.E., Director of Public Works *SN*

CC: Robert A. Zienkowski, Township Manager
Mark Domenick, Supervisor of Parks Maintenance & Sewer
Robert Hale, Information Technology Coordinator
Richard Petrella, Supervisor of Fleet

LEGISLATION: **Resolution #2017-22**, Award of the Heating, Ventilating, and Air Conditioning Maintenance and Repair Contract for the Township Building, Public Works Facility, and Radnor Activity Center

LEGISLATIVE HISTORY: Legislation for this service has been before the Board of Commissioners in 2014, 2015, and 2016.

PURPOSE AND EXPLANATION: Previously, there were separate contractors used for the preventative maintenance requirements of the heating, ventilating, and air conditioning needs of the Township Building, Public Works Building, and Radnor Activity Center. By soliciting quotations for all three buildings, we gain some advantage of economies of scale, as well a streamlined process for repairs and emergencies. The contract covers quarterly visits and specific tasks to be performed at each facility. This will aid in keeping the equipment in good operating condition and should reduce emergency repairs.

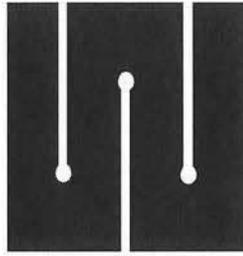
IMPLEMENTATION SCHEDULE: Upon approval by the Board of Commissioners, a purchase order will be processed and J.J. White, Incorporated will begin the work in March of 2017.

FISCAL IMPACT: The total cost of the contract is \$15,250 per year: Township Building - \$12,250 – account #01-403-4420; Radnor Activity Center - \$1,500 - account # 01-455-4420; and the Public Works Building \$1,500 – account # 01-403-4420. The invoice will be paid in four, equal, quarterly installments.

RECOMMENDED ACTION: *I respectfully request the Board of Commissioners Award the Heating, Ventilating, and Air Conditioning Preventative Maintenance Contract for the Township Building, Public Works Building, and Radnor Activity Center to J.J. White, Incorporated in the amount of \$15,250.*

MOVEMENT OF LEGISLATION: It is being requested that the Board approve the legislation for this project.

Enclosure: JJ White Customized Service and Maintenance Agreement



J J WHITE INCORPORATED

CUSTOMIZED SERVICE AND MAINTENANCE AGREEMENT

PREPARED FOR:

Mr. Robert Hale
Radnor Township
301 Iven Ave.
Wayne PA, 19087

EQUIPMENT LOCATION:

Radnor Township
1. Township Building
2. Sulpizio Gym
3. Township Garage

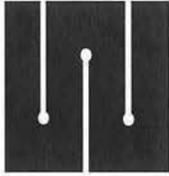
Quality Service and Dependability Since 1920

PRESENTED BY: Mr. Marc Alvini

DATE: January 13, 2017

JJW PROPOSAL NO.: S17-004

5500 Bingham Street
Philadelphia, PA. 19120
(215) 722-1000



J J WHITE INCORPORATED CUSTOMIZED SERVICE AND MAINTENANCE AGREEMENT

We hereby propose to furnish J J White Customized Service and Maintenance on the equipment listed in attached list.

Coverage Type: "Preventive Maintenance Routine Inspections" as described in our "Tasking List".

Included:

- Please see attached tasking list.
- We'll provide the following supplies per our tasking list:
 - Oil for fans and motor bearings, grease, and filters. Belts will be provided and replaced annually.
- Prepare system(s) for summer operation at the beginning of cooling season. Provide annual cleaning of condenser coils.
- Prepare boiler system(s) and check HVAC equipment for winter operation.
- Prepare Cooling tower(s) and HVAC equipment for winter operation.
- Provide labor and materials for changing filters during each inspection.
- Four mechanical inspections per year. We'll provide recommendations of repairs and/or replacements if necessary. This will be provided in a written report for your review.
- A mutually agreed upon check list will be utilized for all inspections.
- All repair labor and material on a T and M basis.
- Customer to provide dumpster for used filters.

Note: Labor repair rates and emergency service 24 hours a day, 7 days a week are as follows:

Straight Time: **\$ 104.00** per hour
 Overtime: **\$ 156.00** per hour
 Double Time: **\$ 208.00** per hour

Our mark-up percentage for materials, subcontractors, and 3rd party rentals is 15%.

The above rates include the HVAC service van equipped with all standard HVAC tools.

Inspection Schedule: To be determined by customer

Under J. J. White Customized Service and Maintenance, we will systematically inspect and report as to the condition of your equipment on the following schedule. **Note:** This can be modified at the owner's request.

JAN	FEB	MAR	APR	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC
	X			X				X			X

X - Denotes scheduled inspection.

A detailed report for each inspection will be issued to owner or owner's representative. This report will include equipment log readings, a report on the condition of those items inspected, a list of needed repairs, and recommendations.

J J WHITE INCORPORATED
CUSTOMIZED SERVICE AND MAINTENANCE AGREEMENT
TASKING LIST

1. Report in with the customer representative
 2. Record and report abnormal conditions, measurements taken, etc.
 3. Review customer logs with the customer for operational problems and trends.
- **Split System Unit(s):**
 - Check suction and discharge pressure.
 - Visually inspect units for refrigeration leaks.
 - Lubricate motor and fan bearings.
 - Check Pulleys for wear. Verify proper motor(s) operation.
 - Check refrigerant charge at site glass.
 - Check electrical connections, torque as needed.
 - Check fans and fan drive alignment.
 - Clean outside air intake screens and check dampers.
 - Inspect all coils for cleanliness.
 - Check condensate drain pan and drain, clean as needed.
 - Replace belts.
 - Verify proper operation sequence.
 - Check contactors for wear.
 - Replace air filters.
 - Check for unusual noise or vibration.
 - Check integrity of the heat exchanger.
 - Check burners, igniters, and burner controls including safeties.
 - Power wash condenser coils annually.
 - **Water Source Heat Pump Units:**
 - Check drive pulleys for wear. Replace belt(s) annually if applicable.
 - Verify proper condenser water flow.
 - Verify proper refrigerant charges.
 - Check electrical connections, torque connections if necessary.
 - Lubricate motor(s) and bearings as necessary.
 - Replace air filters.
 - Check condensate drain and pan, clean as needed.
 - Check for unusual noise and vibration.
 - Verify proper operating sequence.
 - **Rooftop Package Unit:**
 - Check suction and discharge pressure.
 - Visually inspect units for refrigeration leaks.
 - Lubricate motor and fan bearings.
 - Check Pulleys for wear. Verify proper motor(s) operation.
 - Check refrigerant charge at site glass.
 - Check electrical connections, torque as needed.
 - Check fans and fan drive alignment.
 - Clean outside air intake screens and check dampers.
 - Inspect all coils for cleanliness.
 - Check condensate drain pan and drain, clean as needed.
 - Replace belt(s) annually.
 - Verify proper operation sequence.
 - Verify operation of crank case heater.

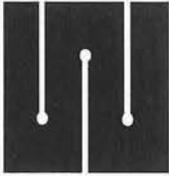
- Check contactors for wear.
 - Replace air filters.
 - Check for unusual noise or vibration.
 - Check integrity of the heat exchanger.
 - Check burners, igniters, and burner controls including safeties.
 - Power wash condenser coils annually.
- **Exhaust Fan:**
 - Replace belt(s) annually.
 - Check operation of motor and dampers.
 - Check bearing and lubricate if necessary.
- **Hanging Heaters**
 - Visually inspect heat exchangers.
 - Inspect blower motor and drive sheaves.
 - Check burners, igniters, and burner controls including safeties.
 - Verify operation.
 - Check flue to ensure proper draft.
 - Replace belt(s) annually.

Summer Change Over:

- **Cooling tower:**
 - Clean tower strainer and inspect for wear.
 - Clean tower sump and inspect for leaks.
 - Check spray nozzles and inspect for damage.
 - Remove and clean tower pump strainer.
 - Lubricate motor(s) and bearings.
 - Check drive pulleys for wear. Replace belt(s) annually.
 - Fill tower and verify operation of tower fill, tower pump, and tower fan.

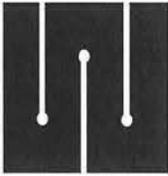
Winter Change Over:

- **Boiler and Burner:**
 - Brush clean fire-side of boiler.
 - Check operation of pilot assemle. Remove parts as need to clean or adjust.
 - Check electrical connections and torque if necessary.
 - Check boiler for proper water levels and bleed out all air if necessary.
 - Verify operation of all safeties associated with the boiler.
 - Blow down boilers. Remove covers and clean out all low water cutoffs.
 - Lubricate and check operation of the boiler pump.
 - Check boiler controls and verify proper settings and sequence of events.
 - Check gas pressures and verify pressures are in recommended range.
 - Perform combustion test. Verify boiler is running at maximum efficiency or determine adjustments that need to be made to achieve maximum efficiency.
- **Cooling Tower:**
- **If Cooling tower needs to be drained:**
 - Drain and winterize cooling tower.
 - Shut down all associate equipment.
- **If Cooling tower does not need to be drained:**
 - Verify operation of all safeties.
 - Verify operation of heaters.
 - Verify operation of control and settings.



J J WHITE INCORPORATED
CUSTOMIZED SERVICE AND MAINTENANCE AGREEMENT
EQUIPMENT OPTIONS SCHEDULE

- | | Included | Omitted |
|---|-------------------------------------|-------------------------------------|
| 1. <u>Air Filter Service</u>
Furnish labor and Material to change air handling unit
Filters up to <u>4</u> times a year. | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| 2. <u>Analysis Services</u>
Furnish annual chemical analysis and report on:
<input type="checkbox"/> Compressor oil <input type="checkbox"/> refrigerant <input type="checkbox"/> condenser water. | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
| 3. <u>Water Treatment</u>
Furnish complete water treatment service including
chemicals for condenser water circuit. | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
| 4. <u>Condenser / Chilled Water Circuit</u>
Furnish coverage for condenser and chilled water pumps,
motors, and starters. | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| 5. <u>Tube Cleaning</u>
Conduct annual visual tube inspection of condenser tubes
and mechanically brush clean up to once per year. | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
| 6. <u>Emergency Service</u>
Furnish emergency service between regular inspections.
Service to be billed at agreed upon rates. | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| 7. <u>Seasonal Inspection</u>
Conduct an Annual Season Inspection including annual
maintenance requirements per the Schedule "A" | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| 8. <u>Air Handling Units</u>
Furnish coverage for air handling units including coils,
Blowers, motors, starters, and belts. | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| 9. <u>Eddy Current Tube Testing</u>
Conduct electronic analysis of condenser/cooler tubes for
detection of wear, pitting, and corrosion. | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
| 10. <u>Non-moving Parts Coverage</u>
Furnish coverage on non-moving parts such as tubes, stators,
shells, etc. | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
| 11. <u>Parts Coverage</u>
Under this agreement, we will furnish all necessary repair and
renewal parts and lubricants required to maintain the equipment in
good operating condition. These items furnished at no extra cost. | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
| 12. <u>Labor Coverage</u>
Under this agreement, we will furnish all necessary labor,
during regular working hours, to install repair parts, make necessary
adjustments, and to keep the equipment operating efficiently. | <input type="checkbox"/> | <input checked="" type="checkbox"/> |



J J WHITE INCORPORATED
CUSTOMIZED SERVICE AND MAINTENANCE AGREEMENT
SCHEDULE – “A”
(EQUIPMENT COVERED)

NOTE: Items/equipment not listed above are excluded.

Township Building

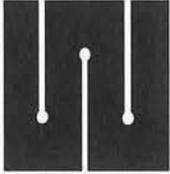
<u>Item #:</u>	<u>Qty.</u>	<u>System Components</u>	<u>Manufacturer</u>	<u>Model No.</u>	<u>Serial No.</u>	<u>Location</u>
1	4	RTU	Multiple	Multiple	Multiple	Roof
2	50	Heat Pumps	Trane	Multiple	Multiple	Multiple
3	2	ERU	Semco	Multiple	Multiple	Roof
4	3	Split Systems	Trane	Multiple	Multiple	Multiple
5	2	Exhaust Fan	Trane	Multiple	Multiple	Roof
6	1	Hepa		---	---	Mech. Room
7	1	Boiler/Pumps	Raypack	---	---	Mech. Room
8	1	Cooling Tower	Evapco	---	---	Outside
9	1	Duct-less Split	Sanyo			Generator Closet
10	8	Electric heaters				Entrances
11	2	Heating Water Pumps				Boiler Room
12	1	Condenser Water Pump				Sally Port Mech. Rm.
13	1	Exhaust System				Sally Port Mech. Rm.

Sulpizio Gym

<u>Item #:</u>	<u>Qty.</u>	<u>System Components</u>	<u>Manufacturer</u>	<u>Model No.</u>	<u>Serial No.</u>	<u>Location</u>
1	4	RTU	Trane	Multiple	Multiple	Roof
2	1	Exhaust Fan	Trane	---	---	Roof
3	1	Water Heater	Bradford White	---	---	Mech. Room

Township Garage

<u>Item #:</u>	<u>Qty.</u>	<u>System Components</u>	<u>Manufacturer</u>	<u>Model No.</u>	<u>Serial No.</u>	<u>Location</u>
1	27	Heaters	Reznor	NA	NA	Multiple
2	7	Exhaust Fans	NA	NA	NA	Multiple
3	1	Split System	Trane	NA	NA	Bldg. 3



J J WHITE INCORPORATED
CUSTOMIZED SERVICE AND MAINTENANCE AGREEMENT

Price and Payment Terms

The total price for J. J. White's Customized Service Agreement during the term of this agreement is **\$15,250** per year.

Cost per Building:

Radnor Township Building (301 Iven Ave., Wayne PA 19087) = **\$12,250.00**

Sulpizio Gym (125 S. Wayne Ave., Wayne PA 19087) = **\$1,500.00**

Township Garage (235 E. Lancaster Ave., Wayne PA 19087) = **\$1,500.00**

This amount will be paid to J. J. White, Incorporated in four (4) installments of **\$3,812.50**

These payments will be due and payable when the customer receives the J. J. White, Incorporated invoice and after the services J. J. White Incorporated is complete.

Additional Terms and Conditions follow:

The term of this agreement is

January 1, 2017 through December 31, 2017.

Dated Submitted: February 16, 2016

Respectfully Submitted by:

Mr. Marc Alvini, HVAC Operations Manager

J. J. White, Incorporated

C: 215-605-7715

malvini@jjwhiteinc.com

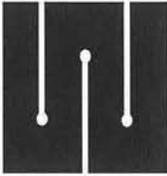
Accepted by:

By: _____

Title: _____

Date: _____

This agreement is subject to approval of an authorized J J White, Incorporated representative.



J J WHITE INCORPORATED **CUSTOMIZED SERVICE AND MAINTENANCE AGREEMENT**

OFFER AND ACCEPTANCE: J. J. White Incorporated (White) offers to sell the materials, equipment and services indicated in strict accordance with the terms and conditions stated herein. Submittal of a Purchase Order or execution of this offer by Buyer, or allowing White to commence work shall be deemed an acceptance of this offer, which offer and acceptance shall constitute a legally enforceable contract between Buyer and White. Any additional or differing terms and conditions contained on Buyer's Purchase Order (whether or not such terms materially alter this offer) are hereby rejected by White and shall not become part of the contract between Buyer and White unless expressly consented to in writing by White. This offer is subject to acceptance within 30 days after date and is based on all work being performed during regular working hours. It shall be noted that the work set forth in coverage type above shall be performed between the hours of 8:00 A.M. and 4:30 P.M., on regular working days. All inspection and preventive maintenance work, repair work and emergency service calls required by the customer hereunder after regular working hours, Saturdays, Sundays and holidays shall be invoiced at regular overtime rates, unless indicated otherwise hereafter. All hours actually worked in performing emergency service, same day service calls, and after hour service or emergency call-ins will be billed including travel time portal to portal during this schedule. Any alterations, additions, adjustments or repairs made by others to the equipment set forth in Schedule "A" unless authorized by us shall terminate our obligation hereunder, and we shall be paid all sums due us as of that time.

ACCESS: In order to permit us to perform our obligations under this agreement you will provide ready access to the equipment.

REPAIR: All repair and replacement parts furnished hereunder will be only those recommended by the manufacturer of the equipment covered by this agreement. If such repair and replacement parts become unavailable from the original manufacturer our obligation to obtain such parts shall cease and customer shall have the option to cancel this agreement on a pro rata basis at such time. This agreement does not include the complete replacement of condensing units, evaporative condensers, cooling towers, air handler, chillers or any other major system components.

(a) White Customized Service and Maintenance furnished hereunder shall not include the normal function of starting and stopping the subject equipment, which function includes the opening and closing of valves, dampers or regulators normally installed to protect the equipment against damage, nor does it include the defrosting of evaporators.

(b) If our company is required to make repairs and/or replacements or emergency calls occasioned by improper operation, negligence or misuse of the equipment or due to any cause beyond our control, except ordinary wear and tear, you shall reimburse us for the expense incurred in making such repairs and/or replacements or emergency calls in accordance with our current established rates for performing such services. White shall not be required to furnish any items of equipment, parts or materials which are recommended by insurance companies or governmental agencies or instrumentalities nor does White assume any responsibility for deficiencies of due to any cause beyond our control, except ordinary wear and tear, you shall reimburse us for the expense incurred in making such repairs and/or replacements or system design and resulting lack of system performance.

(c) White shall not nor shall we assume any liability for the repair cost of damage to heat exchangers serving heating or cooling including waterside, airside or refrigerant side. We shall not be liable for repairs to any components of non-metallic cooling towers except motor, fan drives or blades.

(d) This agreement does not include air conditioning ductwork, grilles, registers and diffusers; balancing of air and water flow; electrical disconnect switches and circuit breakers; recording or portable instruments, gauges or thermometers; repairs to any piping other than exposed refrigerant piping; repairs to exposed equipment damage due to freezing; cleaning of water cooled condensers more than once a year; maintaining the appearance of decorative casings or cabinets; or repairs to electrical power or control wiring unless mounted on, or inside subject equipment. The furnishing of water treatment is not included in this agreement unless specifically noted hereafter.

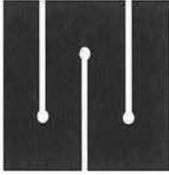
(e) In the case of refrigeration systems such as walk-in-boxes, reach-in-boxes, etc., this agreement also does not include the repair or replacement of hardware such as door handles, closing mechanisms or related parts thereof, or repair or replacement of door, cabinets or cover of gaskets, or repairs or replacement of walk-in-box structural components or insulation.

PRE-EXISTING CONDITIONS: This agreement specifically contemplates that at the time of its execution all major system components of the equipment set forth in Schedule "A" are in normal operating condition. Within thirty (30) days of initial inspection of the equipment in normal operation, White, shall advise the customer of the discovery of any malfunctions or deficiencies of system components and submit recommendations of corrective measures to be made at the customer's expense in addition to the price provided under payment terms. Upon customer approval of the recommended corrective measures and the accomplishment thereof, White, will assume responsibility for the system as specified in Schedule "A".

TERMS: Terms of Payment for goods shipped and/or services rendered hereunder shall be NET on RECEIPT of INVOICE. White reserves the right to add to any account outstanding more than thirty (30) days a charge of one and one-half (1 ½%) percent of the principal amount due at the end of each thirty (30) day period. This agreement shall remain in effect for one (1) year from date of approval by White and shall continue from year to year, unless at least thirty (30) days prior to any anniversary of the date of approval of this agreement either party shall give written notice to the other of their intention to change the terms of or terminate the agreement. Neither party shall be liable in any manner whatsoever to the other on account of such termination. White reserves the right to terminate this agreement at its option at any time the customer fails to make payment when due as provided in under payment term above, or if customer fails to pay any other costs and expenses incurred for additional material or labor supplied by White. Customer may not, including by operation of law, assign the Customized Service and Maintenance Agreement without prior written consent of White.

HAZARDOUS WASTE: Hazardous wastes remain the property and the responsibility of the customer even when removed from the equipment or replaced by White as provided by the terms of this agreement. The customer shall be responsible for the proper storage and disposal of hazardous wastes. This includes, but not limited to, used oil, contaminated or uncontaminated refrigerant, and PCB's.

INVOICING: White reserves the right to issue partial or complete invoices as material is furnished and as services are rendered.



J J WHITE INCORPORATED CUSTOMIZED SERVICE AND MAINTENANCE AGREEMENT

PERFORMANCE: White shall not be liable for failure to ship or delays in delivery of equipment or performance of services hereunder where such failure or delay is due to the disapproval of the White Credit Department, or due to strikes, fire, accidents, national emergency, failure to secure materials from the usual sources of supply, or any other circumstance beyond the control of White, whether of the class of causes enumerated above or not, which shall prevent White from making deliveries or performing services in the usual course of business. In the event of the disapproval of the White Credit Department or the occurrence of any of the above, White may, at its sole option, cancel Buyer's Purchase Order without any liability on the part of White. Alternatively, White may extend the time for its performance by a period equal to the duration of the cause underlying White's failure or delay. Receipt of the equipment or services by Buyer upon its delivery shall constitute a waiver of all claims for delay.

TAXES: Prices quoted are exclusive of taxes. The amount of any present or any future occupation, sales, use service, excise or other similar tax which White shall be liable for either on its own behalf or on behalf of the Buyer, with respect to any order for machinery or services, shall be in addition to the billing prices and be paid by the Buyer.

WARRANTY: White guarantees service work and all materials of White manufacture against defects in workmanship and material for 90 days from date of completion of the work and will repair or replace F.O.B. point of manufacture or shipment such products or components as White finds defective. This warranty does not include the cost of labor to remove or reinstall any defective components, nor does this warranty include cost of handling, shipping or transportation involved in supplying replacements for defective components. This warranty does not include the replacement of refrigerant lost from the system after completion of the work. On machinery and materials furnished by White, but manufactured by others, White will extend the same guarantee it receives from the manufacturer.

THE WARRANTY AND LIABILITY SET FORTH ABOVE ARE IN LIEU OF ALL OTHER WARRANTIES AND LIABILITIES, EXPRESS OR IMPLIED, IN LAW OR IN ACT, INCLUDING THE WARRANTIES OF MERCHANTABILITY AND FITNESS FOR A PARTICULAR PURPOSE. THE WARRANTIES CONTAINED HEREIN SET FORTH BUYER'S SOLE AND EXCLUSIVE REMEDY IN THE EVENT OF A DEFECT IN WORKMANSHIP OR MATERIALS.

PATENTS: If there is brought against the Buyer any suit or proceeding based on a claim that an apparatus, or any part thereof, furnished under this contract constitutes an infringement of any patent of the United States, White, if notified promptly in writing and given authority, information and assistance by the Buyer for the defense of same, will defend same and pay all expenses and costs which may be awarded therein against the Buyer. In the event that the Buyer has complied with the conditions just stated and the apparatus, or any part thereof, is held to constitute infringements and its use is enjoined, White, in lieu of all others liability except as above state, will, at its own expense, either procure for the Buyer the right to continue using said apparatus, or replace same with non-infringing apparatus, or modify it so it becomes non-infringing, or remove said apparatus and refund the purchase price thereof, but White's liability shall in no case exceed the purchase price of said infringing apparatus.

LIMITATION OF LIABILITY: All claims, causes of action or legal proceedings against White arising from White's performance under this contract must be commenced by Buyer within the express warranty period specified under paragraph Warranty hereof. Failure to commence any such claim, cause of action or legal proceeding within such period shall constitute a voluntary and knowing waiver thereof by Buyer. IN NO EVENT SHALL WHITE'S LIABILITY FOR DIRECT OR COMPENSATORY DAMAGES EXCEED THE PAYMENTS RECEIVED BY WHITE FROM BUYER UNDER THE INSTANT CONTRACT, NOR SHALL WHITE BE LIABLE FOR ANY SPECIAL, INCIDENTAL OR CONSEQUENTIAL DAMAGES. THESE LIMITATIONS ON DAMAGES SHALL APPLY UNDER ALL THEORIES OF LIABILITY OR CAUSES OF ACTION, INCLUDING BUT NOT LIMITED TO CONTRACT, WARRANTY, TORT OR STRICT LIABILITY.

DELIVERY: Shipping dates are approximate only. No shipping date requested or specified by Buyer will be binding on White unless such request of specification is specifically agreed to in writing by an officer of White. Shipment shall be F.O.B. Factory, with title passing to Buyer upon delivery to the carrier by White.

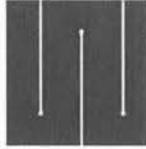
CANCELLATION: White reserves the right to collect cancellation charges (including but not limited to all costs and expenses incurred, plus reasonable overhead and profit against any cancelled order).

DISPUTES AND CHOICE OF LAWS: This contract shall be deemed to have been entered into and shall be governed by the laws of the Commonwealth of Pennsylvania. All claims, disputes and controversies arising out of or relating to this contract, or the breach thereof shall, in lieu of court action, be submitted to arbitration in accordance with the Commercial Arbitration Rules of the American Arbitration Association, and any judgment upon the award rendered by the arbitrator(s) may be entered in any court having jurisdiction thereof. The site of the arbitration shall be, Pennsylvania, unless another site is mutually agreed between the parties. The parties agree that any party to the arbitration shall be entitled to discovery of the other party as provided by the Federal Rules of Civil Procedure; provided, however, that any such discovery shall be completed within four (4) months from the date of Demand for Arbitration is filed with the American Arbitration Association.

COSTS TO WHITE: In the event it becomes necessary for White to incur any costs or expenses in the collection of monies due White from the Buyer, or to enforce any of its rights or privileges hereunder, Buyer, upon demand shall reimburse White for all such costs and expenses (including, but not limited to, reasonable attorney's fees).

ENTIRE AGREEMENT: These terms and conditions, and the matter set forth on the face of White's offer to sell, constitute the entire agreement between White and Buyer. No course of dealings or performance or prior, concurrent or subsequent understandings, agreements or representations become part of this contract unless expressly agreed to in writing by an authorized representative of White.

ASSIGNMENT: Buyer shall not assign this contract or any interest therein without the prior written consent of White. Any actual or attempted assignment without White's consent shall entitle White, at its sole option, to cancel this contract and, in such event, White shall be entitled to payment for all work performed and materials furnished to the date of cancellation, as well as reasonable compensation for lost income and profits.



JJ WHITE INCORPORATED®

CONSTRUCTING WITH KNOWLEDGE.
SERVICE WITH INTEGRITY AND SAFETY.®
SINCE 1920

20 January 2017

S17-004

5500 BINGHAM STREET
PHILADELPHIA, PA 19120
TEL: 215-722-1000
FAX: 215-745-6229

E-MAIL: rhale@radnor.org

SUBJECT: PREVENTIVE MAINTENANCE AGREEMENT, (3) - RADNOR TOWNSHIP BLDGS.

Robert Hale
Information Technology Coordinator
Radnor Township
610-688-5600 ext.105

Dear Mr Hale:

We herewith submit our **Lump Sum Firm Price** for the above referenced project in accordance with your request.

Please see our Attachment "Clarifications".

We trust this proposal will merit your favorable consideration and thank you for the opportunity of bidding on this work.

Very truly yours,

J.J. WHITE, INCORPORATED

James J. White, IV

James J. White, IV
President

JJW/maa
Attachment

CONSTRUCTION MANAGEMENT
GENERAL & MECHANICAL CONSTRUCTION
HVAC SERVICE / FACILITIES MAINTENANCE & OPERATION
EXCHANGER HYDROBLASTING / EXTRACTION SERVICES
API TANK CONSTRUCTION & REPAIR
ELECTRICAL, SOLAR & RENEWABLE ENERGY

PHILADELPHIA, PA
UPLAND, PA
NEW CASTLE, DE

PREVENTIVE MAINTENANCE AGREEMENT

CLARIFICATIONS:

Our Lump Sum Price is listed in our Customized Service Maintenance Agreement – page no. 6.

This price is **\$15,250.00**

Please note that this proposal does not include costs, procedures, or indemnities with respect to any "Hazardous Substances (including mold)", "Hazardous Wastes", and/or "Hazardous Materials" (collectively, "Hazardous Substances"). This proposal is submitted with the express assumption that J.J. White, Inc. shall not encounter nor be responsible for any Hazardous Substances that exist on the Buyer's property or operations. Should J.J. White, Inc. encounter any such Hazardous Substances during the performance of the work pursuant to this Agreement, J.J. White, Inc. reserves the right to cease work until such time as Buyer and J.J. White mutually agree upon a lawful, cost-effective and efficient process to address such Hazardous Substances, including necessary worker and environmental protections.

Our price does not include any consideration for consequential and/or liquidated damages, either written or implied.

Our Price is Based On:

- Performing our maintenance inspections per our attached tasking list which states the frequency of inspections and the task(s) to perform.
- Providing maintenance materials (i.e.: filters, belts, coil cleaner, etc.) to perform our inspections. It does not include equipment replacement parts.
- Providing the customer with a comprehensive report of our maintenance inspections with a list of suggested repairs if applicable. If required, these repairs can be performed on a T & M basis or quoted out for your review.
- Providing new filters during inspection and (1) belt change & coil cleaning annually. This is the industry standard and manufactures recommended preventive maintenance schedule.

Our Price Does Not Include:

- Working overtime, Saturday, and/or Sunday.
- Normal working hours are as follows-Monday thru Friday from 7:00am to 3:30pm.

CONFIDENTIALITY NOTICE: THE CONTENTS OF THIS QUOTATION ARE CONFIDENTIAL, INTENDED ONLY FOR THE USE OF THE ADDRESSEE SHOWN ABOVE, AND ARE NOT TO BE DISCLOSED TO THIRD PARTIES.

Radnor Township

PROPOSED LEGISLATION



DATE: February 13, 2017

TO: Board of Commissioners

FROM: William M. White, Finance Director

LEGISLATION: A Resolution authorizing the Township Manager to bind coverage for Group Long-Term Disability Insurance for the period beginning March 1, 2017 through March 1, 2020.

LEGISLATIVE HISTORY: This is a renewal process whereby the administration works with Kistler-Tiffany Benefits 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 for Group Long-Term Disability Insurance.

IMPLEMENTATION SCHEDULE: The coverage period runs from March 1 to March 1. The Administration has been working with Kistler-Tiffany to finalize the pricing prior to the March 1, 2017 effective date. In reviewing the various proposals, the Township is renewing with a 3-year rate lock guarantee of \$5,316.00 monthly, an annual savings of \$15,012.00 over the current carrier's renewal premium.

FISCAL IMPACT: The insurance coverage will cost the Township \$63,792 per year which will be paid in monthly installments.

RECOMMENDED ACTION: The Administration respectfully requests the Board to approve this resolution at the February 13, 2017 meeting. Thank you.

**RESOLUTION 2017-31
RADNOR TOWNSHIP**

**A RESOLUTION OF RADNOR TOWNSHIP, DELAWARE COUNTY,
PENNSYLVANIA APPROVING GROUP LONG TERM DISABILITY
INSURANCE COVERAGE BEGINNING MARCH 1, 2017 THROUGH
MARCH 1, 2020.**

WHEREAS, the Township of Radnor provides coverage for its' employees Group Long-Term Disability insurance; and

WHEREAS, the Administration met with Kistler Tiffany, the broker for this type of insurance, to review the insurance premium renewal information and pricing, and

WHEREAS, in order to ensure that no interruption in coverage, the Township Manager is seeking to bind coverage subject to the Board of Commissioner approval at the February 13, 2017 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 for the Group Long-Term Disability Insurance for the period beginning March 1, 2017 through March 1, 2020 in the annual amount of \$63,792.

SO RESOLVED, at a duly convened meeting of the Board of Commissioners of Radnor Township conducted on this 13th day of February, A.D., 2017.

RADNOR TOWNSHIP

By: _____
Name:
Title: President

ATTEST: _____
Robert A. Zienkowski,
Township Manager / Secretary

Radnor Township



PROPOSED LEGISLATION

DATE: February 13, 2017

TO: Board of Commissioners

FROM: William M. White, Finance Director

LEGISLATION: A Resolution authorizing the Township Manager to bind coverage for Group Term Life and AD&D Insurance for the period beginning March 1, 2017 through March 1, 2019.

LEGISLATIVE HISTORY: This is a renewal process whereby the administration works with Walsh and Nicholson Financial Group 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 for Group Term Life and AD&D Insurance.

IMPLEMENTATION SCHEDULE: The coverage period runs from March 1 to March 1. The Administration has been working with Walsh and Nicholson to finalize the pricing prior to the March 1, 2017 effective date. In reviewing the various proposals, the Township is renewing with a 2-year rate lock guarantee of \$1,108.13 monthly, an annual savings of 6,943.32 over the current carrier's renewal premium.

FISCAL IMPACT: The insurance coverage will cost the Township \$13,297.56 which will be paid in monthly installments.

RECOMMENDED ACTION: The Administration respectfully requests the Board to approve this resolution at the February 13, 2017 meeting. Thank you.

**RESOLUTION 2017-32
RADNOR TOWNSHIP**

**A RESOLUTION OF RADNOR TOWNSHIP, DELAWARE COUNTY,
PENNSYLVANIA APPROVING GROUP TERM LIFE AND
ACCIDENTAL DEATH AND DISMEMBERMENT (AD&D) INSURANCE
COVERAGE BEGINNING MARCH 1, 2017 THROUGH MARCH 1, 2019.**

WHEREAS, the Township of Radnor provides coverage for its' employees Group Long-Term Disability insurance; and

WHEREAS, the Administration met with Walsh & Nicholson, the broker for this type of insurance, to review the insurance premium renewal information and pricing, and

WHEREAS, in order to ensure that no interruption in coverage, the Township Manager is seeking to bind coverage subject to the Board of Commissioner approval at the February 13, 2017 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 for the Group Term Life and AD&D Insurance for the period beginning March 1, 2017 through March 1, 2019 in the annual amount of \$13,297.56.

SO RESOLVED, at a duly convened meeting of the Board of Commissioners of Radnor Township conducted on this 13th day of February, A.D., 2017.

RADNOR TOWNSHIP

By: _____
Name:
Title: President

ATTEST: _____
Robert A. Zienkowski,
Township Manager / Secretary

Public Participation

RESOLUTION NO. 2017-25

A RESOLUTION OF RADNOR TOWNSHIP, DELAWARE COUNTY, PENNSYLVANIA, RECOGNIZING AND CELEBRATING THE MONTH OF FEBRUARY AS BLACK HISTORY MONTH

WHEREAS, the contributions of African American citizens as scientists, inventors, farmers, educators, homemakers and explorers, in addition to countless other professions have greatly benefited our nation; and

WHEREAS, Dr. Carter G. Woodson first initiated the recognition of African Americans during the month of February in 1926 when Dr. Woodson set aside a special period in February to recognize the heritage and achievement of African Americans of the United States; and

WHEREAS, “Black History Month” was officially recognized in the United States in 1976 as part of the bicentennial celebration when President Gerald Ford urged Americans to honor the “too often neglected accomplishments of black Americans in every area of endeavor throughout our history”; and

WHEREAS, since 1976, Black History Month has continued to be a month long celebration of African American history and accomplishments in the United States.

NOW, THEREFORE, be it hereby *RESOLVED* that the Township of Radnor, Delaware County, Pennsylvania, does hereby recognize the contributions of the African American Community to our Township, our State and our Nation, and encourage all citizens to seek increased awareness and understanding of these contributions.

SO RESOLVED this _____ day of _____, 2017.

RADNOR TOWNSHIP

By: _____
Name: Elaine P. Schaefer
Title: President

ATTEST: _____
Robert A. Zienkowski, Secretary

Presentation by Sports
Legends of Delaware
County Museum – Black
History Month

Emlen Tunnell: NFL Hall of Famer and All-Around Nice Guy

The Radnor High School grad broke through the NFL's color barrier—and everything he knew about life, he learned in Garrett Hill.

BY MARK E. DIXON

If our life course is set in childhood, then the pro football career of Emlen Tunnell was probably made in Garrett Hill, a “Huckleberry Finn kind of town” where everyone knew your name and got along.

“We had never heard of the word ‘integrated’ in those days. We all just lived together—Italians, Irish, Germans, English, Negroes and just about everyone else,” wrote Tunnell—the first black player inducted into the Pro Football Hall of Fame—in his 1966 autobiography.

That nurturing background set the pattern for an amiable man who disarmed others with his personality, then wowed them with his skill. “I’m not mad at everybody,” he wrote in the era of civilrights marches, Vietnam protests and assassinations. “I’m hardly mad at anybody. Some of my friends tell me that I like guys nobody else likes. That may be true in a few cases. I look for the good in people, and I’ve found it in them most of the time.”

Tunnell played defensive positions, which, in theory, made him less likely to be a star than, say, a quarterback. But he made the most of it. In 1952, he gained more yards on kickoff, punt and interception returns (924) than that season’s NFL rushing leader (894 yards). He retired in 1961 with 79 interceptions.

Continued on page 2 ...



"Tunnell was in charge of roaming and patrolling the outfield," explained football historian Michael MacCambridge, author of *America's Game*. "Quarterbacks at the time talked about Tunnell as one of the best at faking his intentions, disguising his intentions. A quarterback would wait all day, see that Tunnell didn't seem to be spending much time over in a certain area of the field and throw there and get burned for it.

"[Quarterback] Bobby Layne called Tunnell the best in the business at that. Because of that, he was incredibly successful at not just stopping the other team, but at changing the game."

Tunnell was the first black player to join the New York Giants, but not the first black to play professional football. That was Charles W. Follis, who played with an Ohio team called the Shelby Blues beginning in 1902.

But Tunnell came along at a time when the game's desegregation was still facing resistance. Washington Redskins owner George P. Marshall banned blacks from his team in 1932, and he was quoted as saying, "We'll start signing Negroes when the Harlem Globetrotters start signing whites." The Redskins finally capitulated in 1962.

Born in Bryn Mawr, Tunnell moved to Garrett Hill as a youngster with his mother, Catherine, and three siblings. His father, Elzie, left when the children were young. Catherine supported the family with money earned cleaning other people's houses. Tunnell remembered her as "crazy in a fun way."

Continued on page 3 ...

“My mother could’ve used some extra money coming in,” he wrote, “but she didn’t believe in chasing her kids out to work during the summer months. ‘I’d rather have you out playing,’ she told me many times. ‘You’ve got the rest of your life to work.’”

Instead, using the slack time when her affluent Main Line clients were off summering somewhere, Catherine worked overtime as a maid in Atlantic City, building small nest eggs that helped carry her family through the winters.

For his part, Emlen was usually out somewhere, playing baseball at the Garrett Hill Playground (now Emlen Tunnell Park) or Villanova University. “I must have spent half my childhood in Villanova, and I don’t mean in the library,” wrote Tunnell. “Four good stone throws from our front door was a wonder of wonders, a big-time college sports plant.”

Tunnell claimed in his book to have played games against 21-year-old college students when he was 8. “Baseball, football, basketball—they were all easy for me,” he wrote.

And always, there was his United Nations of friends—“Coots” Tomaso and “Cornie” Silverie, in particular. One neighbor kept her eye on the Tunnell kids when Catherine was working. Another local woman was always there first with soup or a home remedy when someone was ailing. And pharmacist Fred Riegner pretended not to notice when Tunnell and his pals sneaked five-cent cakes for school lunches. “He figured that we needed those cakes to keep us going,” wrote Tunnell.

Continued on page 4 ...

As a boy, Emlen Tunnell's goal was to play for the Radnor High School Red Raiders. That was also true of most of his friends. Tunnell made the varsity team as a freshman—and not yet 14.

“What a difference there would have been in my life if Jules Prevost, the head coach at Radnor, or his assistants, Leo Curtin and Charlie Riley, had been guys with bitter souls who would have preferred to lose football games than to play a Negro kid,” he wrote.

But it wasn't purely altruism: Radnor was a smaller place then, without much reserve strength on its bench. Tunnell, at 134 pounds, weighed almost as much as some of the seniors.

With players who were often smaller than the competition, Prevost preferred a running and passing game. Tunnell excelled at this—and caught the attention of local sportswriters. After a game against Tredyffrin-Easttown in 1940, Herb Good of the *Philadelphia Record* wrote, “Cool and poised before the furious charges of the Berwyn linemen, Tunnell put on a passing exhibition that was as beautiful to watch as it was flawless and devastating in execution.”

Tunnell's fondest memory may have been the time his knee was whacked from the side during the game against Ridley Park. The team doctor said he was through for the season, but he desperately wanted to play against Lower Merion, the last game of the season—and his high school career. Prevost sided with Tunnell.

Continued on page 5 ...

Meanwhile, “over at Lower Merion, a kid named Jack Muntz called a meeting of the football players,” wrote Tunnell. “Jack had gone to Radnor for a while—our mothers once had worked together—before he transferred to Lower Merion. ‘If Tunnell plays,’ Jack told his teammates, ‘nobody hits him unless it is absolutely necessary to save the game.’”

Tunnell was touched by the gesture, which echoed his view of how people ought to be.

Sportswriters had speculated that Tunnell would go to Cornell University or possibly one of the black colleges. But he chose the University of Toledo for the simple reason that Toledo officials agreed to buy him a suit, which his mother couldn’t afford and college students then needed. In his freshman year, Tunnell broke his neck. Friends at Radnor High sent flowers, and neighbors chipped in \$12 to buy his mom a train ticket to Toledo.

Doctors worried about paralysis. But, four months later, Tunnell finished his freshman year playing on Toledo’s basketball team.

Rejected from the Army because of his broken neck, Tunnell enlisted in the Coast Guard in 1943 and spent most of the next two years on the *U.S.S. Etamin*, a Victory ship whose job was to transport troops and cargo to the South Pacific. Tunnell was a steward’s mate, waiting tables in the officer’s mess. In April 1944, at Seleo in Papua, New Guinea, the ship was hit by a Japanese aerial torpedo. Tunnell wasn’t injured, but he saved a machinist’s mate running in flames from the engine room.

Continued on page 6 ...

“Over the years, a big deal has been made over my saving a shipmate’s life, but there was nothing heroic in what I did,” wrote Tunnell, who beat out the flames. After the torpedo hit, he noted, the mate had stayed below to turn off valves that otherwise might have produced an explosion. The other man, he insisted, was the real hero.

Tunnell finished his Coast Guard service in San Francisco, where his performance on an all-service football team so impressed his commander that the officer got him interviews at UCLA and USC. But Tunnell eventually chose the University of Iowa to continue his college education because of its reputation for being fair to black athletes. There were 325 candidates for the football team in the fall of 1946, and 58 were black. Despite the competition, Tunnell made first string as left halfback.

Iowa had two so-so seasons while Tunnell was on the team, though he got good reviews. One of Tunnell’s best games was in a loss to a Notre Dame team now considered among the best college teams of all time. His Iowa career ended early when he was benched with an eye infection requiring surgery.

Tunnell had no money for the eyeglasses he needed during recuperation, but the owner of the Iowa City drugstore where he hung out took care of that. “Jack Lubin was color blind and forever doing things for people, just like Mr. Riegner back home in Garrett Hill,” wrote Tunnell. “He took up a collection among the football fans, who came into the store and put it in my hand.”

Continued on page 7 ...

Tunnell intended to return. But back home in Garrett Hill, a questionnaire from the New York Giants showed up in the mailbox. His original class at Toledo had graduated, making him eligible for the NFL. Knowing there were few blacks in the league, though, Tunnell was ready to throw the form away—until he ran into an old friend and former Villanova coach, Vince McNally.

Talk to the Giants, McNally advised. “[Giants owner] Tim Mara is a square shooter, and he’ll level with you,” he said. “Maybe the Giants are ready for a colored player. If so, it might as well be you.”

Mara—“the finest man I ever knew,” said Tunnell—was a former bookie who’d founded the Giants in 1925, after buying the franchise for \$500. He said barely a word about race, offered Tunnell a \$5,000 contract, and asked about Garrett Hill.

“He told me that the most important thing for me to do was to be just a regular Joe in my contacts with other players on the team and let the racial thing take care of itself,” wrote Tunnell. “He figured that the place where I was raised and the schools I had attended and my war service had prepared me to cope with any situation that might come up.”

And so they had.

Mark E. Dixon welcomes comments. Write a letter.

» [More Local History Stories](#)

In an endeavor to promote communication with the community and the Board of Commissioners, CARFAC has unanimously approved the following for consideration by the Board of Commissioners:

1. CARFAC will televise three meetings per year, the topics of which will include a) its Projects for the current year, b) Audit results of the prior year, c) the Budget for the next year.
2. The Chair of CARFAC will provide the minutes of CARFAC meetings to the President of the Board of Commissioners and the Township's website manager within five business days of the meeting at which they are approved.
3. Requests of a project to be undertaken by CARFAC must be approved by the Board of Commissioners, with specificity as to what is to be accomplished and the work product expected.
4. CARFAC encourages Commissioners and the public to attend its meetings.
5. CARFAC urges the Board of Commissioners, residents and business owners to review its minutes on the Township website and to call their respective Commissioner with their questions and comments.

Discussion and Possible
Motion Regarding Audit
Standing Committee of the
Board of Commissioners

Discussion and Possible
Motion to Appoint Ethics
Board Solicitor

ZONING HEARING BOARD APPLICATION

TOWNSHIP OF RADNOR

301 IVEN AVENUE

WAYNE, PA 19087

610-688-5600

FAX: 610-971-0450

www.radnor.com

www.radnor.com

TOWNSHIP USE ONLY
APPEAL # _____
FEE: _____
DATE RECEIVED: _____

GENERAL INFORMATION: Applicants are strongly encouraged to review the "Requirements and Information for Appeals to the Zoning Hearing Board" that are attached to the application. Ten (10) copies of this application and required attachments along with an electronic submittal in pdf format (CD or thumb drive) must be filed with the Community Development Department not less than thirty (30) calendar days prior to the hearing. Incomplete applications will not be accepted for processing.

REQUIRED FEE DUE AT FILING: Please refer to the Consolidated Fee Schedule, as amended on our website at www.radnor.com for a copy of our current fees.

 TYPE OR PRINT

Property Address: 912 Conestoga Road, Rosemont, PA

Name and address of Applicant: All Seasons Flowers and Produce LLC
912 Conestoga Road, Rosemont, PA 19010

Telephone Number: 484-222-6106 Email: margaretm1033@gmail.com

Property Owner (if different than above): Angela DiFelice

Owner address: 300 Poplar Avenue, Devon, PA 19333

Telephone number: _____ Email: _____



Attorney's name: Nicholas J. Caniglia, Esquire

Address: 125 Strafford Ave., Suite 110, Wayne, PA 19087

Telephone number: 610-688-2626 Email: Nick@piercecagnigliataylor.com

Relief requested and/or basis for appearing before the Zoning Hearing Board including *specific citation to any and all sections of the Zoning Code relevant to the appeal. (attach additional pages if necessary)*

The Premises is Zoned GH-CR, Garrett Hill-Conestoga Road Zoning District. Applicant conducts a florist and related services at the Property. Applicant seeks relief from Section 280-49.11(B) and/or (D) of the GHZD (Garrett Hill Zoning District) to permit the seasonal sales of flowers and related products within the front yard setback. Applicant seeks a variance or such other relief required to permit the sales and storage within the front yard setback.

Description of previous decisions by the Zoning Hearing Board pertinent to the property, or attach copies of decisions: *(attach additional pages if necessary)*

None to Applicant's knowledge relevant to this Application.

Brief narrative of improvements: *(attach additional pages if necessary)*

Applicant sells flowers and related items on the Premises. Applicant conducts the seasonal sale and storage of flowers, pumpkins, and Christmas trees within the required front yard setback. The Property is surrounded by commercial enterprises and has no impact on the residential neighborhood.

List of Witness:

Applicant – Will describe the proposed use.

Applicant reserves the right to call other witnesses at the time of the hearing.

ATTACHMENTS: Ten (10) copies of each and one (1) electronic copy in pdf format (CD or thumb drive) of the following must be provided:

1. Engineered plan or survey of the property drawn to scale, prepared by a registered architect, engineer or surveyor licensed in Pennsylvania, containing the following information:
 - a) lot lines and lot dimensions described in metes and bounds (in feet);
 - b) total lot area;
 - c) location of easements and rights of way, including ultimate rights of way;
 - d) location of all setback lines for existing and proposed structures;
 - e) location of steep slopes, floodplains, riparian buffers, wetlands, and other pertinent features;
 - f) location of existing and proposed improvements;
 - g) table of zoning data including zoning district, required setbacks, existing and proposed building coverage, impervious coverage, height, and other pertinent zoning restrictions, and any degree of compliance or noncompliance; and
 - h) all other features or matters pertinent to the application.

PLANS SHALL NOT EXCEED 24" X 36" , AND MUST BE NEATLY FOLDED TO NO GREATER DIMENSION THAN 8 ½" X 11" AT FILING

2. List of witnesses and summary of their testimony attached.
3. Photographs of the property at issue and all adjoining properties.
4. Copies of any written professional reports, including traffic studies, land planning studies,

appraisals, floodplain analyses, economic forecasts or other written reports, which the applicant wishes to present at the hearing (*note: the author of the study or a qualified representative of the entity who prepared the study must appear at the meeting and be available for cross-examination*).

5. Copy of deed, lease, agreement of sale, or other authorization to file the appeal. (*note: leases or agreements of sale either must expressly permit the tenant or buyer to file an appeal, or must be accompanied by a by a letter from the owner clearly authorizing tenant or buyer to file the appeal*).

ADDITIONAL REQUIREMENTS

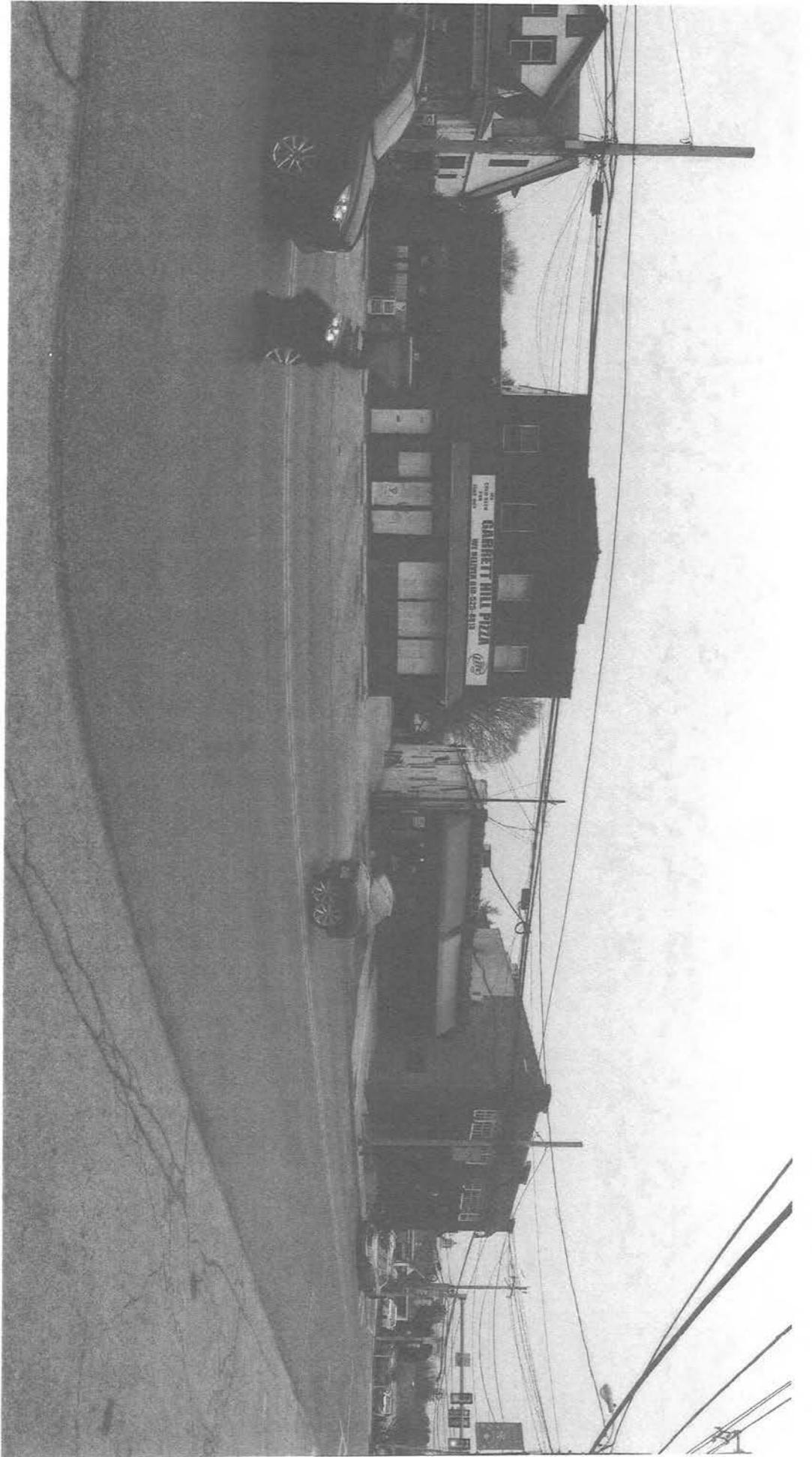
1. Will this application involve the subdivision of land? Applications that involve the subdivision of land are referred to the Planning Commission for review and recommendation. *Applicants will be notified of the date and time of the Planning Commission meeting*
2. Will briefs or memoranda of law be filed in accordance with requirements of the Zoning Hearing Board? (*note – 10 copies of any brief or memorandum of law to be submitted by the applicant must be received by the Community Development Department no later than 14 days before the hearing*).
3. Will the applicant (or duly authorized officer of the applicant, if applicant is not a natural person) be present at the hearing. If not, then power of attorney, notarized and in recordable form, authorizing the person who will testify on behalf of the applicant, and to bind the applicant in any proceedings of the Board must be presented at or before commencement of the hearing. Attorneys, agents, or other representatives of the applicant may not appear and testify on behalf of the applicant without power of attorney. Forms of power of attorney are available in the Community Development Department. (*note: failure to provide power of attorney will result either in the appeal being continued, or being dismissed, at the discretion of the Board*)


SIGNATURE OF APPLICANT

AN ADDITIONAL FEE OF \$200 SHALL BE CHARGED FOR ANY CONTINUANCE REQUESTED BY THE APPLICANT. THIS FEE SHALL BE PAID PRIOR TO THE RESCHEDULING OF THE HEARING.



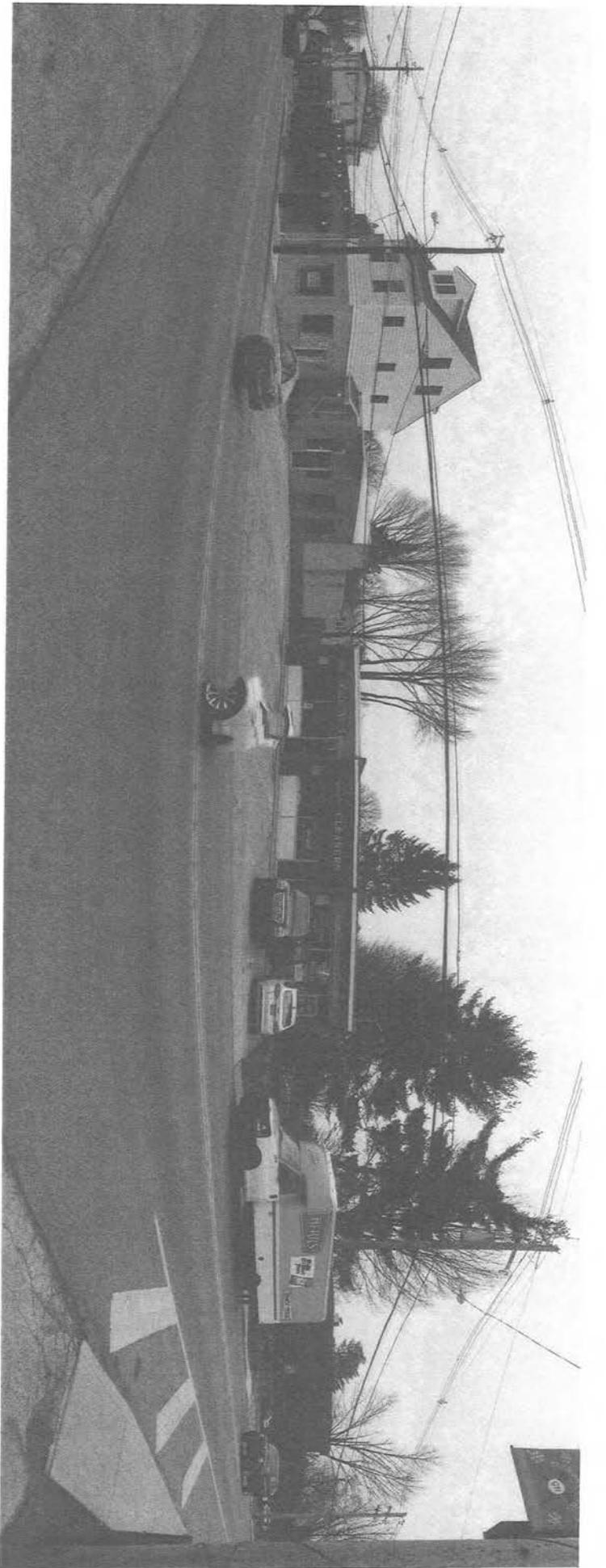
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EXHIBIT
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EXHIBIT
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EXHIBIT
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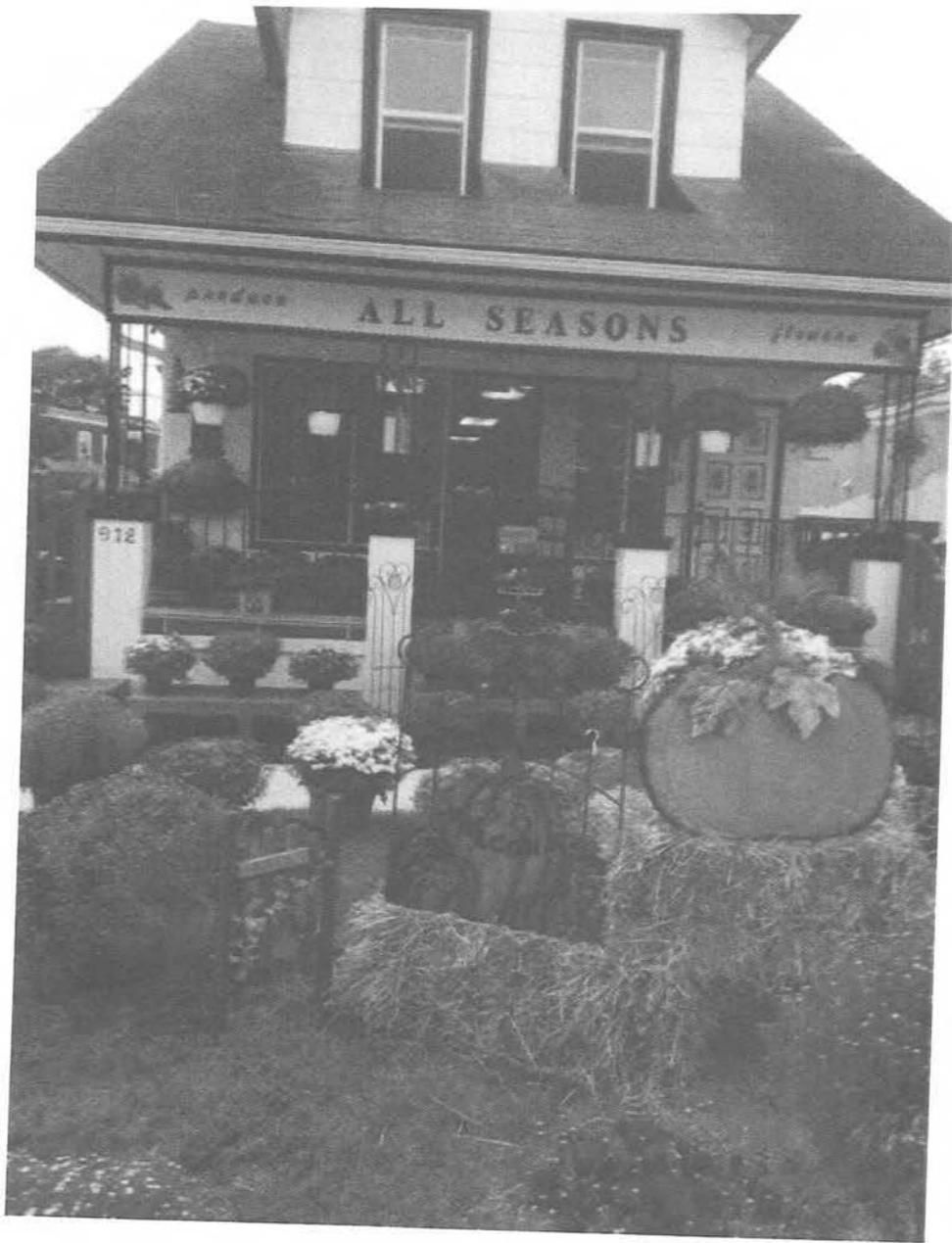


EXHIBIT
A-9

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EXHIBIT
A-10
tabbles



tabbles

EXHIBIT
A-11

Q4 Results and FY2016 Financial Summary

Radnor Township | February 13, 2017

Agenda

- General Fund | 4th Quarter FY 2016 Results
and full year summary
- Sanitary Sewer Fund Summary
- Stormwater Fund Summary
- Pension Investment Performance

General Fund Summary

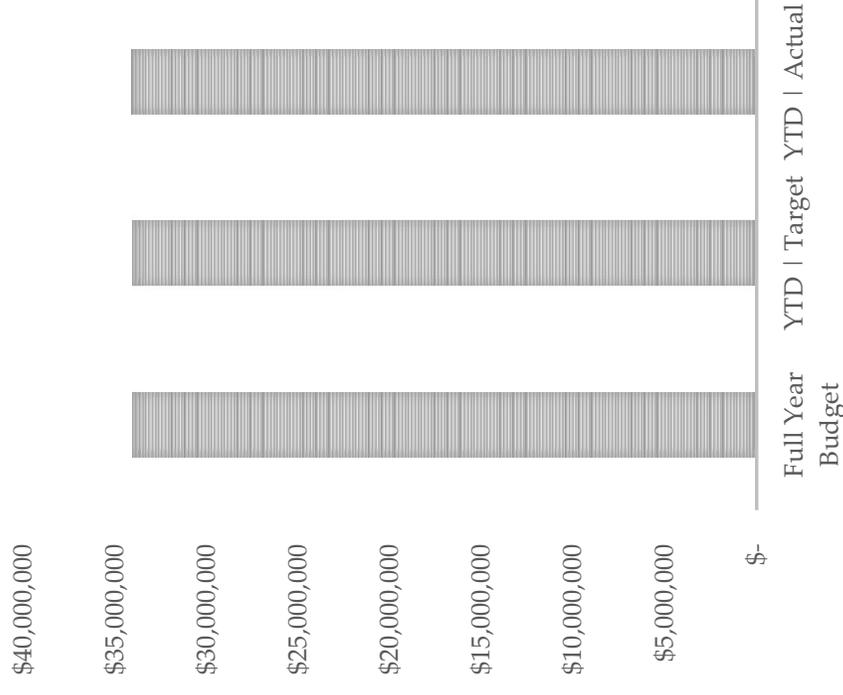
- **Revenues** | Total revenues ended within 0.2% of budgeted amounts
 - Real Estate Taxes hit their collection targets (w/in 1%)
 - Development (permits/ engineering) revenues continue to be very strong (+23%)
 - Recreation revenues are hitting their marks
 - Police enforcement revenues continue to lag expectations (-33.6%)
 - BPT/MT: Declined in 2016 by 1% creating a negative variance of \$646,000
 - BPT/MT: Hit their revenue targets (+7%)
- **Expenditures** | Total expenditures ended 1.5% below budgeted amounts¹
 - On the aggregate, departmental spending is less than budgeted
 - Admin/Finance: Legal expenses exceeded expectations
 - Savings realized in Police and PW | Park Maintenance due to vacant positions
 - Mild winter saves hundreds of thousands in the Highway Department
 - Transfers to other funds were higher than budgeted due to distribution of 2015 excess fund balances

¹ Before transfers to other funds

4th Quarter 2016 – Highlights

General Fund Revenues

	3 rd Quarter		4 th Quarter	
	Target	Amount	Target	Amount
Full Year Budget	100%	\$34,055,204	100%	\$34,055,204
YTD Actual	91%	30,991,227	100%	34,112,379
YTD Target	91%	31,070,667	100%	34,055,204
Variance	(0.3%)	(79,440)	0.2%	57,175



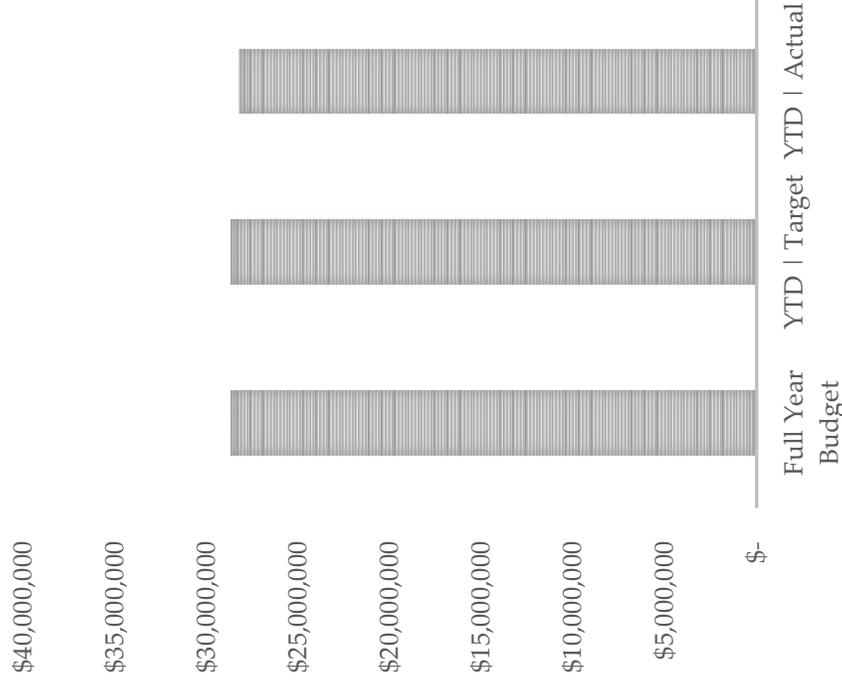
Key Points:

- Permitting & Departmental ended \$406,000 ahead of expectations due to VU development and Rec Revenues
- Real Estate Transfer, LST and BPT/MT Audit did \$200,000 better than expectations
- Interest revenue did \$53,000 better than expectations
- BPT|MT ended \$646,000 *behind* expectations
- Full Year | **Met Expectations**

4th Quarter 2016 – Highlights

General Fund Expenditures

Excludes Transfers to Other Funds	3 rd Quarter		4 th Quarter	
	Target	Amount	Target	Amount
Full Year Budget	100%	\$28,690,829	100%	\$28,690,829
YTD Actual	72%	20,742,661	98%	28,256,518
YTD Target	73%	21,088,803	100%	28,690,829
Variance	+1%	346,142	2%	434,311



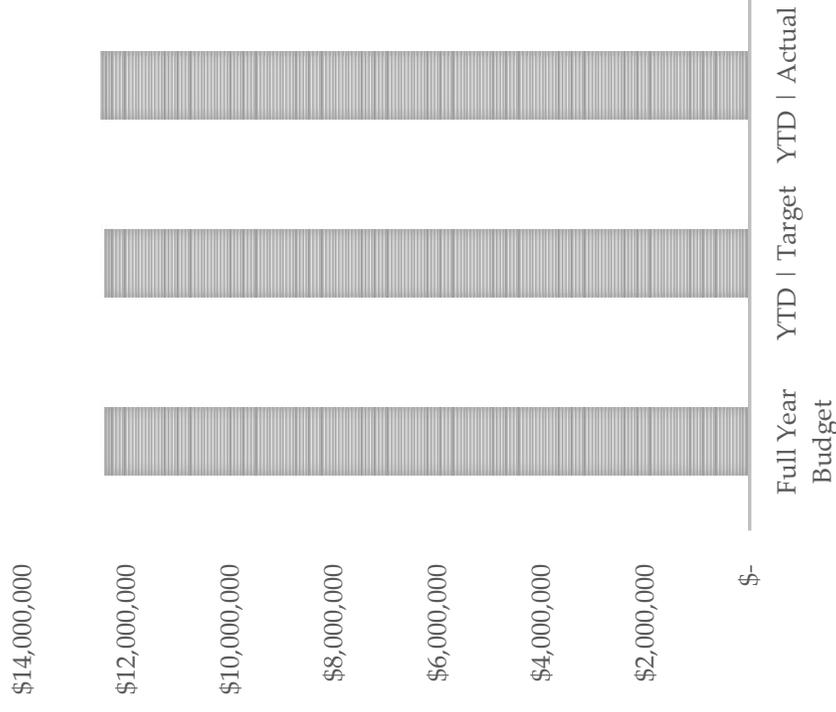
Key Points:

- Better than expected winter expenses by \$122,000
- Vacant positions in Police and PW | Park Maintenance helped generate positive variances of \$287,000
- Comm. Dev contracts were \$223,000 less than budgeted
- Legal expenses exceeded budgets in Admin and Finance causing negative variances of \$227,000
- Full Year | **Below Budget**

4th Quarter 2016 – Highlights

Real Estate Taxes

	3 rd Quarter		4 th Quarter	
	Target	Amount	Target	Amount
Full Year Budget	100%	\$12,430,304	100%	\$12,430,304
YTD Actual	98%	12,165,766	101%	12,511,317
YTD Target	98%	12,151,239	100%	12,430,304
Variance	- %	14,527	1 %	81,013



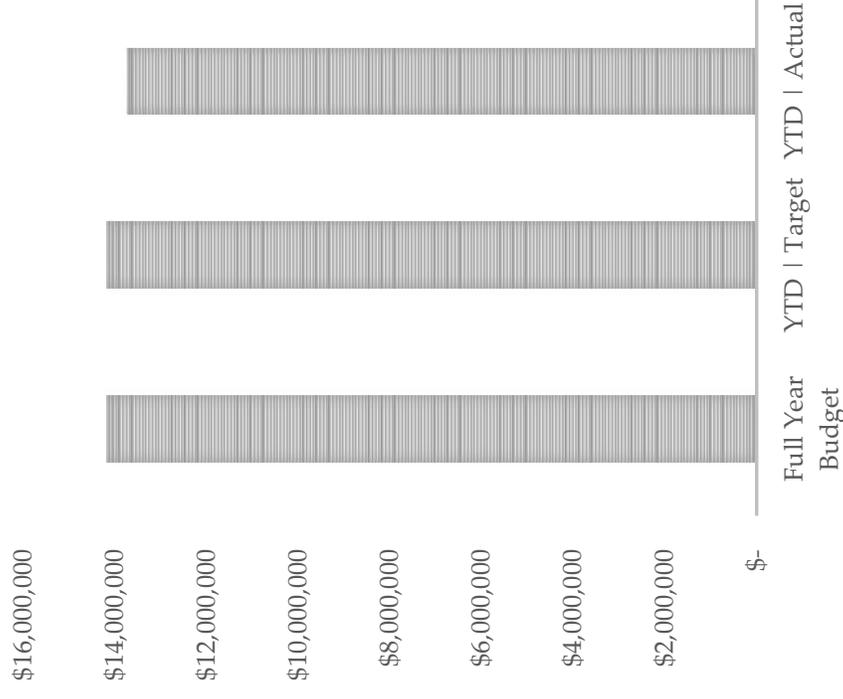
Key Points:

- Collections are meeting expectations
- Due date was May 31
- Full Year | On Target

4th Quarter 2016 – Highlights

Act 511 Taxes

	3 rd Quarter		3 rd Quarter	
	Target	Amount	Target	Amount
Full Year Budget	100%	\$14,183,044	100%	\$14,183,044
YTD Actual	88%	12,492,235	97%	13,748,575
YTD Target	91%	12,928,235	100%	14,183,044
Variance	-3%	(436,000)	-3%	(434,469)



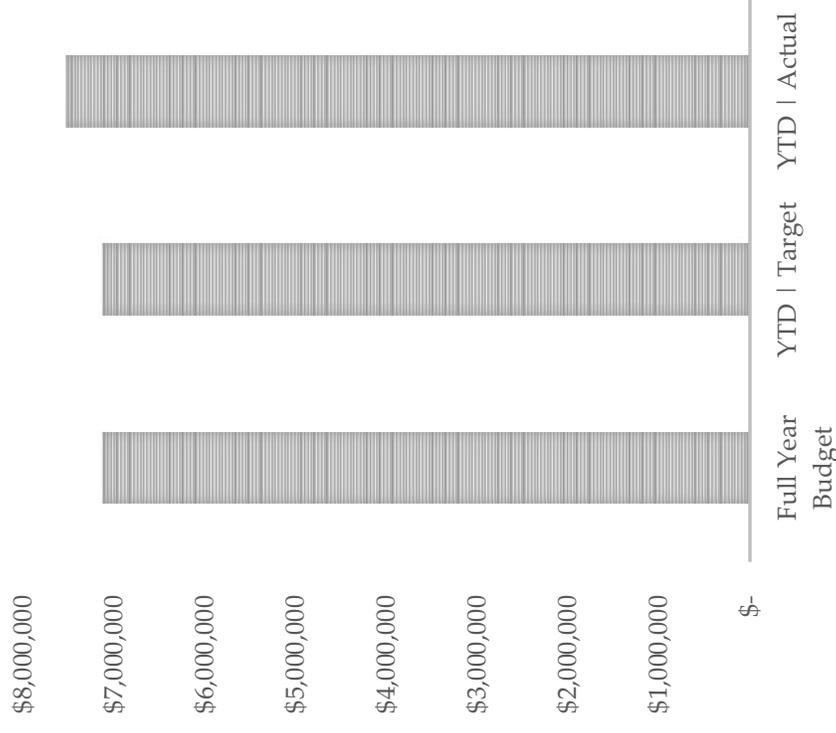
Key Points:

- BPT (non-audit) lagged by \$536,000
- Mercantile (non-audit) lagged by \$111,000
- Real Estate Transfer exceeded by \$72,000
- Audit exceeded by \$74,000 (after refunds)
- LST exceeded by \$59,000
- Full Year | Missed Expectations by 3%

4th Quarter 2016 – Highlights

All Other General Fund Revenue

	3 rd Quarter		4 th Quarter	
	Target	Amount	Target	Amount
Full Year Budget	100%	\$7,136,856	100%	\$7,136,856
YTD Actual	89%	6,332,845	106%	7,531,725
YTD Target	84%	5,991,194	100%	7,136,856
Variance	+5%	341,651	+6%	394,869



Key Points:

- Permitting exceeded by \$340,000
- Departmental Earnings exceeded by \$94,000
- Interest exceeded by \$53,000
- Grants and Misc exceeded by \$240,000
- Police enforcement lagged by \$259,000
- Cable franchise lagged by \$52,000
- Full Year | Exceeded expectations by 6%

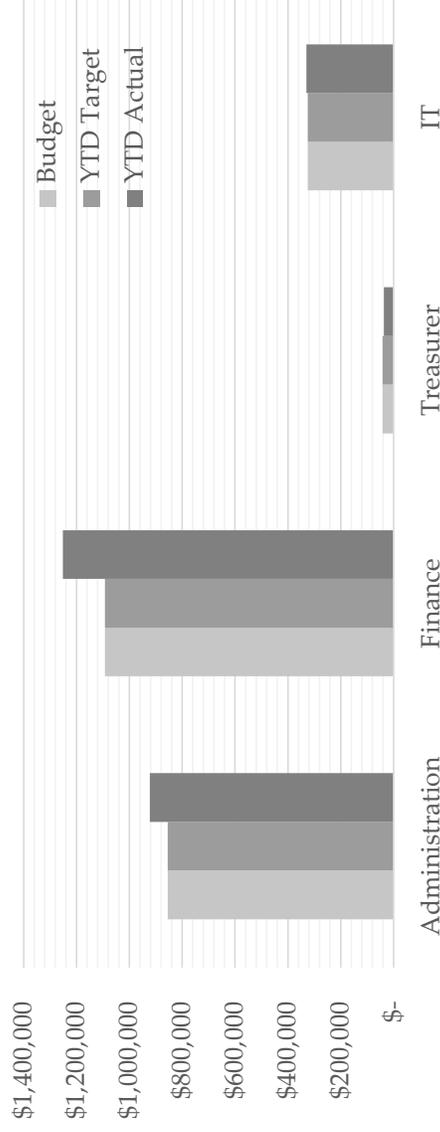
4th Quarter 2016 – Highlights

General Government Expenditures

	Target %	Budget	YTD Actual	YTD Target	Variance
Administration	100%	\$854,505	\$922,828	\$854,505	(\$68,323)
Finance	100%	1,092,765	1,251,359	1,092,765	(158,594)
Treasurer	100%	41,362	36,580	41,362	4,782
IT	100%	324,627	330,196	324,627	(5,568)

Key Points:

- **Administration** | Variance is the result of legal costs exceeding expectations
- **Finance** | Act 511 legal and audit expenses exceeded targets as a result of catch up payments to the contracted discovery firm. Auditor payments are higher than budgets as a result of better than expected audit revenue (after refunds).
- **IT** | Variance is the result of higher than budgeted renewal costs and added IT security costs



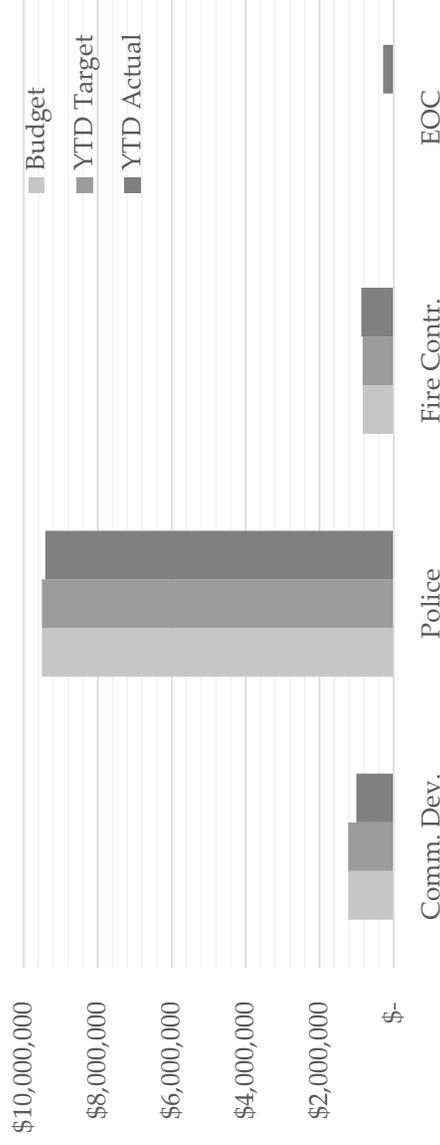
4th Quarter 2016 – Highlights

Protection to Persons and Property

	Target %	Budget	YTD Actual	YTD Target	Variance
Community Dev.	100%	\$1,228,121	\$1,005,323	\$1,228,121	\$222,798
Police	100%	9,509,584	9,416,510	9,509,584	93,073
Fire Contributions	100%	839,855	873,421	839,855	(33,566)
Emerg. Ops. Center	100%	-	280,735	-	(280,735)

Key Points:

- **Comm. Dev** | Positive variance resulting from lower contracted inspection svcs.
- **Police** | Vacant position savings made up for the workers' comp settlement
- **Fire Contributions** | Insurance is higher than budgeted
- **EOC** | Includes Blizzard and Villanova Final Four exp: VU *has* reimbursed Twp. for the overtime costs incurred.



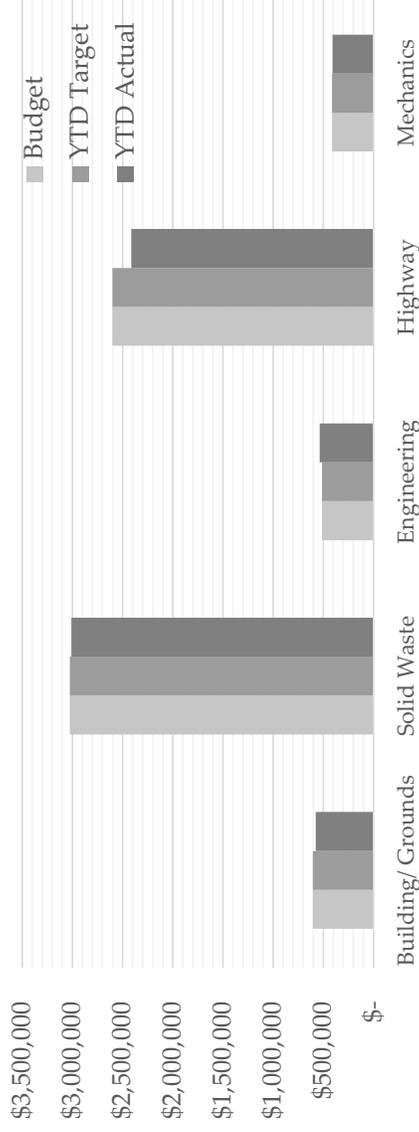
4th Quarter 2016 – Highlights

Public Works

	Target %	Budget	YTD Actual	YTD Target	Variance
Building/ Grounds	100%	\$604,020	\$576,316	\$604,020	\$27,703
Solid Waste/ Recycling	100%	3,025,942	3,008,927	3,025,942	17,014
Engineering <small>(net of escrow)</small>	100%	556,329	537,097	556,329	19,232
Highway	100%	2,600,454	2,411,898	2,600,454	188,556
Mechanics	100%	412,541	407,333	412,541	5,208

Key Points:

- **Building/Grounds** | Utility savings and lower payroll offset other cost overrun, resulting in a positive var.
- **Engineering** | Vacant position generated savings
- **Highway** | Significantly lower snow/ice costs in 2016 versus prior years (still have \$177K unspent; usually this is already overspent)



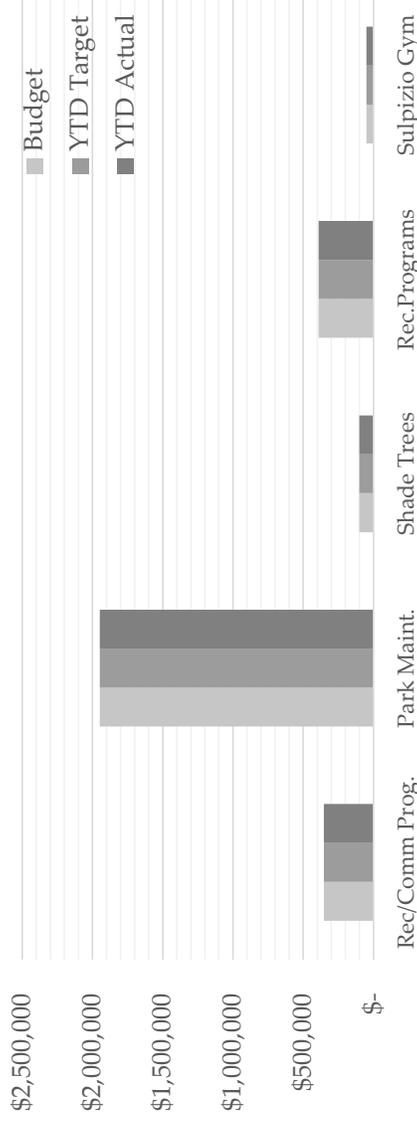
4th Quarter 2016 – Highlights

Parks and Recreation

	Target %	Budget	YTD Actual	YTD Target	Variance
Recreation / Community Programming Admin.	100%	\$352,376	\$332,318	\$352,376	\$20,058
Park Maintenance	100%	1,947,174	1,753,351	1,947,174	193,823
Shade Trees	100%	100,000	93,810	100,000	6,190
Recreation Programs	100%	391,020	327,776	391,020	63,244
Sulpizio Gym	100%	50,605	38,942	50,605	11,662

Key Points:

- **Park Maint** | lower payroll and EE healthcare along with lower supply costs to date versus expectations
- **Recreation Programs** | Variance is the result of timing diff in program expenses versus prior year trends



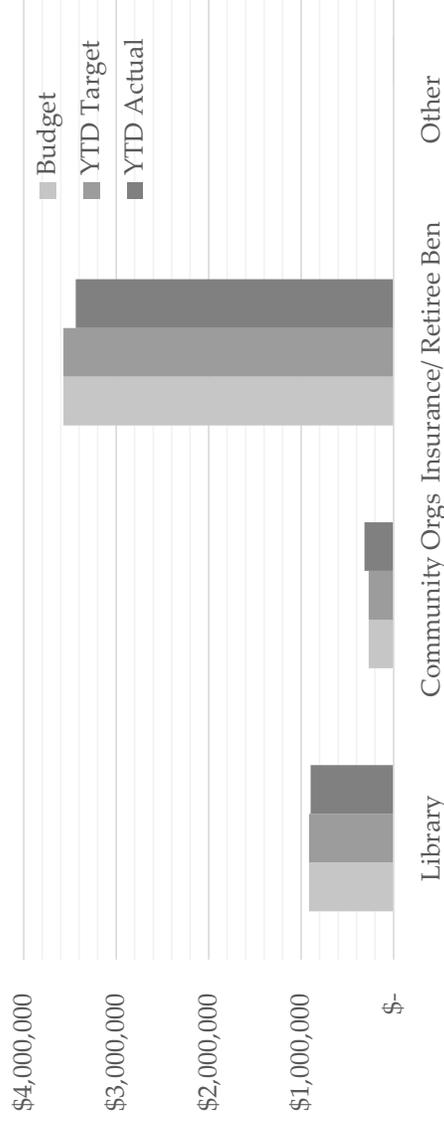
4th Quarter 2016 – Highlights

All Other General Fund Expenditures

	Target %	Budget	YTD Actual	YTD Target	Variance
Library	100%	\$915,221	\$896,770	\$915,221	\$18,451
Community Orgs	100%	270,194	314,367	270,194	(44,173)
Insurance / Retiree Ben.	100%	3,570,535	3,436,559	3,570,535	133,976
Other	100%	3,600	4,101	3,600	(501)

Key Points:

- **Library** | The variance is due to lower building repair costs than budgeted
- **Community Orgs** | A change in accounting treatment of parking revenue sharing is causing negative variance. This is offset by positive revenue variances
- **Insurance / Retiree Benefits** | Variance is the result of lower unemployment and liability insurance costs

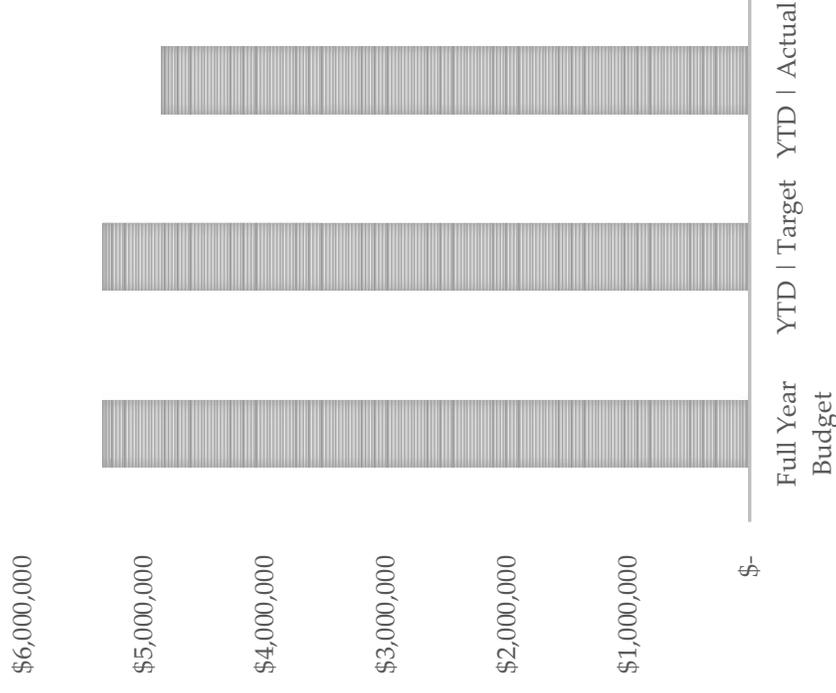


Sewer Fund (#02)
FY2016 Financial Summary

4th Quarter 2016 – Highlights

Sanitary Sewer Fund (#02) Revenues

	3 rd Quarter		4 th Quarter	
	Target	Amount	Target	Amount
Full Year Budget	100%	\$5,343,572	100%	\$5,343,572
YTD Actual	89%	4,773,531	91%	4,863,337
YTD Target	98%	5,235,760	100%	5,343,572
Variance	-9%	(462,229)	-9%	(480,235)



Key Points:

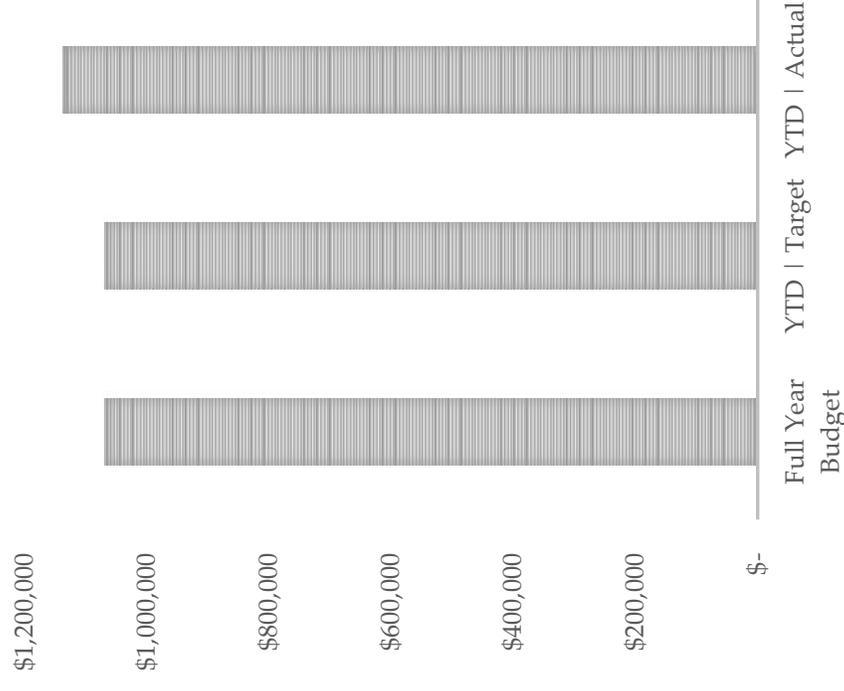
- Collections lagged by a wide margin as a result of lower than budget water consumption in 2015.
- Revenue loss was offset by:
 - Operating positive variance of \$200,532
 - Administration positive variance of \$45,340
 - RHM positive variance of \$140,743

Stormwater Fund (#04)
FY2016 Financial Summary

4th Quarter 2016 – Highlights

Stormwater Fund (#04) Revenues

	3 rd Quarter		4 th Quarter	
	Target	Amount	Target	Amount
Full Year Budget	100%	\$1,069,500	100%	\$1,069,500
YTD Actual	104%	1,110,800	104%	1,138,612
YTD Target	100%	1,069,500	100%	1,069,500
Variance	+4%	41,300	+4%	69,112



Key Points:

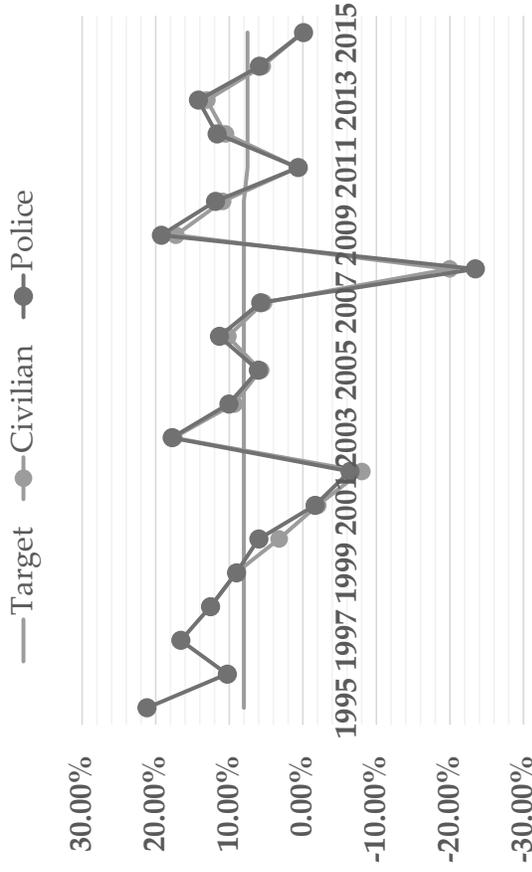
- Collections met expectations
- Billing period is complete (due date was January 31)

Pension Fund Performance FY2016 Financial Summary

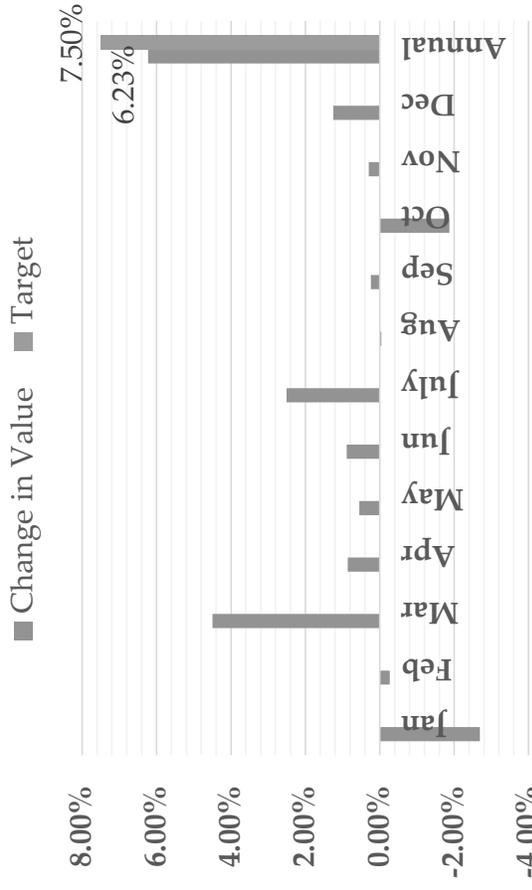
4th Quarter 2016 – Highlights

Pension Market Performance

Pension Funds Investment Returns | 1995 - 2015



Pension Funds Investment Returns | 2016



Key Points:

- 1995-2015 Returns show 12 years of met targets and 9 years of missed targets
- 2016 | Missed 7.50% target by 125 basis points; will result in actuarial loss and increase future MMO's

Q4 Results and FY 2016 Financial Summary

Thank you



Discussion and
Presentation of Status and
Timeline of Bond Funded
Projects

ORDINANCE 2017-04

**TOWNSHIP OF RADNOR
Delaware County, Pennsylvania**

AUTHORIZING A CHANGE IN PURPOSE FOR CERTAIN PROCEEDS OF THE TOWNSHIP OF RADNOR'S GENERAL OBLIGATION BONDS, SERIES OF 2016; AND AUTHORIZING OTHER NECESSARY ACTION.

WHEREAS, on May 25, 2016, the Township of Radnor (the "Township") issued nonelectoral debt evidenced by its \$5,765,000 principal amount General Obligation Bonds, Series of 2016 (DCED Approval No. GOB-151118-01, November 18, 2015) (the "2016 Bonds"), which were issued to (i) fund the construction of and improvements to various Township parks and trails; and (ii) fund the costs and expenses of issuing the 2016 Bonds; and

WHEREAS, the Township has determined to change the purpose for which certain remaining proceeds of the 2016 Bonds are to be used in order to authorize \$300,000 of such proceeds previously authorized for the Villanova-Chew Segment trail improvements project to be used to fund renovations and improvements to the Radnor Memorial Library; and

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of the Township of Radnor and IT IS HEREBY RESOLVED, as follows:

1. Change in Purpose for Portion of the Proceeds of the 2016 Bonds. \$300,000 of the proceeds of the 2016 Bonds which were designated to be used for the Villanova-Chew Segment trail improvements project will now be used for renovations and improvements to the Radnor Memorial Library (the "Repurposed Funds Project"). The estimated useful life of the Repurposed Funds Project is not less than the estimated useful life of the Villanova-Chew Segment trail improvements project that was originally to be financed with a portion of the proceeds of the 2016 Bonds.

2. Further Action. The proper officers of the Township are hereby authorized and directed to take all such action, execute, deliver, file and/or record all such documents, publish all notices and otherwise comply with the provisions of this Ordinance and the Act (as defined below) in the name and on behalf of the Township.

3. Severability. In case any one or more of the provisions contained in this Ordinance shall for any reason be held to be invalid, illegal or unenforceable in any respect, such invalidity, illegality or unenforceability shall not affect any other provision of this Ordinance, and this Ordinance shall be construed and enforced as if such invalid, illegal or unenforceable provisions had never been contained therein.

4. Repealer. All ordinances and parts of ordinances heretofore enacted to the extent that the same are inconsistent herewith are hereby repealed.

5. **Effective Date.** This Ordinance shall take effect on the earliest date permitted by the Local Government Unit Debt Act, 53 Pa. Cons. Stat. § 8001 et seq. (the “Act”).

ENACTED this 13th day of February, 2017.

(TOWNSHIP SEAL)

TOWNSHIP OF RADNOR

ATTEST

Secretary

President
Board of Commissioners

CERTIFICATE OF SECRETARY

The undersigned, Secretary of the Township of Radnor HEREBY CERTIFIES that:

The foregoing Ordinance authorizing a change in purpose for certain proceeds of the General Obligation Bonds, Series of 2016 of the Township was duly moved and seconded and enacted by a majority vote of all the Board of Commissioners of said Township at a duly called and convened meeting of said Board held on February 13, 2017; that public notice of said meeting was given as required by law; and that the roll of the Board of Commissioners was called and such members voted or were absent as follows:

<u>Name</u>	<u>Vote</u>
Philip Ahr, President	_____
Lucas A. Clark, IV, Esq., Vice President	_____
James C. Higgins, Esq.	_____
Richard F. Booker, Esq.	_____
Elaine P. Schaefer	_____
John C. Nagle, P.E.	_____
Donald E. Curley	_____

and that such Ordinance and the votes thereon have been duly recorded in the minutes.

WITNESS my hand and seal of the Township this 13th day of February, 2017.

Robert A. Zienkowski, Secretary

(TOWNSHIP SEAL)

Radnor Township
PROPOSED LEGISLATION



DATE: February 7, 2017

TO: Board of Commissioners

FROM: William M. White, Finance Director

LEGISLATION: An Ordinance formally repurposing \$300,000 of the 2016 Series General Obligation Bonds from the Villanova-Chew Tract Trail to the Library Improvement project.

LEGISLATIVE HISTORY: The Township issued bonds in March of 2016, authorized under Ordinance 2015-18 in the amount of \$5,765,000 to fund various park improvement and trail improvement projects, as summarized in Appendix A of the Ordinance. One of the trail projects, identified as “Villanova-Chew” was funded at \$300,000.

During the budget review in November 2016, the Board of Commissioners passed a motion approving the repurposing of the Villanova-Chew trail improvement funds to the Library Improvement project in the amount of \$300,000.

PURPOSE AND EXPLANATION: This Ordinance is necessary to formally approve the repurposing, as directed by the Board.

IMPLEMENTATION SCHEDULE: The Ordinance is scheduled for introduction on February 13, 2017, followed by the appropriate advertising time requirements before it is considered for adoption at the February 27, 2017 meeting. Once adopted, the bond proceeds will be transferred from the Park/Trail Improvement Bond Fund to the Library Improvement Bond Fund.

FISCAL IMPACT: There is no additional fiscal impact in repurposing the bonds; and the repurposing will allow for the additional funding needed to fully fund the approved library project.

RECOMMENDED ACTION: Pursuant to the Board’s motion passed with the adoption of the 2017 Budget, it is recommended that this Ordinance be introduced at the February 13, 2017 meeting with an adoption at the February 27, 2017 meeting.

J. LAWRENCE GRIM, JR.
MARY C. EBERLE
JOHN B. RICE
DIANNE C. MAGEE *
DALE EDWARD CAYA
DAVID P. CARO ♦
DANIEL J. PACI ♦ †
JONATHAN J. REISS ♦
GREGORY E. GRIM †
PETER NELSON *
PATRICK M. ARMSTRONG
SEAN M. GRESH
KELLY L. EBERLE *
COLBY S. GRIM
JOEL STEINMAN
MATTHEW E. HOOVER
STEPHEN J. KRAMER
REBECCA A. O'NEILL**†
MICHAEL K. MARTIN

* ALSO ADMITTED IN NEW JERSEY
♦ ALSO ADMITTED IN NEW YORK
† MASTERS IN TAXATION
♦ ALSO A CERTIFIED PUBLIC ACCOUNTANT

LAW OFFICES
GRIM, BIEHN & THATCHER

A PROFESSIONAL CORPORATION
SUCCESSOR TO
GRIM & GRIM AND BIEHN & THATCHER
ESTABLISHED 1895 AND 1956,
RESPECTIVELY
121ST ANNIVERSARY 1895-2016

www.grimlaw.com

John B. Rice
e-mail: jrice@grimlaw.com

JOHN FREDERIC GRIM, OF COUNSEL

104 S. SIXTH STREET
P.O. BOX 215
PERKASIE, PA. 18944-0215
(215) 257-6811
FAX (215) 257-5374
(215) 536-1200
FAX (215) 538-9588
(215) 348-2199
FAX (215) 348-2520

January 26, 2017

SENT VIA ELECTRONIC CORRESPONDENCE

Delaware County Daily Times
Attn: Legal Department
500 Mildred Avenue
Primos, PA 19018

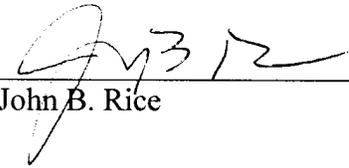
Re: Radnor Township – Traffic Ordinance Amendment – South Lowrys Lane

Dear Legal Department:

Enclosed please find for advertisement one (1) time in the February 2nd edition of your newspaper, a Legal Notice for the possible enactment of the above ordinance by the Board of Commissioners of Radnor Township at their meeting on February 13, 2017. Kindly provide proof of publication and your invoice for the advertisement directly to Radnor Township, c/o Robert Zienkowski, 301 Iven Avenue, Wayne, PA 19087. A full copy of the text of the ordinance is enclosed for public inspection. If you have any questions regarding the enclosed, please do not hesitate to contact my office.

Sincerely,

GRIM, BIEHN & THATCHER

By: 
John B. Rice

JBR/hlp

Enclosure

cc: Jennifer Destefano (w/encl.) – via email
Robert A. Zienkowski (w/encl.) – via email

LEGAL NOTICE

Notice is hereby given that the Board of Commissioners of the Township of Radnor, Delaware County, Pennsylvania, will consider for possible enactment an ordinance, of which this Notice is a summary, amending Chapter 270 of the Radnor Township Code, Vehicles and Traffic, Section 270-31, Special Purpose Parking Zones on South Lowrys Lane.

The Board of Commissioners will hold a public hearing on February 13, 2017, at 6:30 p.m., at the Radnor Township Municipal Building, 301 Iven Avenue, Wayne, PA 19087 to consider the ordinance. Copies of the full text of the proposed ordinance are available at the Township offices, the Delaware County Law Library, and the offices of this newspaper during normal business hours.

RADNOR TOWNSHIP
BOARD OF COMMISSIONERS
301 Iven Avenue
Wayne, PA 19087-5297

J. LAWRENCE GRIM, JR.
MARY C. EBERLE
JOHN B. RICE
DIANNE C. MAGEE *
DALE EDWARD CAYA
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January 26, 2017

SENT VIA ELECTRONIC CORRESPONDENCE

Delaware County Daily Times
Attn: Legal Department
500 Mildred Avenue
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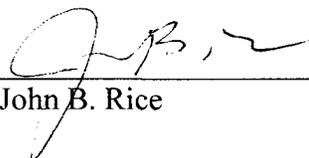
Re: Radnor Township – Traffic Ordinance Amendment – Rockingham Road

Dear Legal Department:

Enclosed please find for advertisement one (1) time in the February 2nd edition of your newspaper, a Legal Notice for the possible enactment of the above ordinance by the Board of Commissioners of Radnor Township at their meeting on February 13, 2017. Kindly provide proof of publication and your invoice for the advertisement directly to Radnor Township, c/o Robert Zienkowski, 301 Iven Avenue, Wayne, PA 19087. A full copy of the text of the ordinance is enclosed for public inspection. If you have any questions regarding the enclosed, please do not hesitate to contact my office.

Sincerely,

GRIM, BIEHN & THATCHER

By: 
John B. Rice

JBR/hlp
Enclosure

cc: Jennifer Destefano (w/encl.) – via email
Robert A. Zienkowski (w/encl.) – via email

LEGAL NOTICE

Notice is hereby given that the Board of Commissioners of the Township of Radnor, Delaware County, Pennsylvania, will consider for possible enactment an ordinance, of which this Notice is a summary, amending Chapter 270 of the Radnor Township Code, Vehicles and Traffic, Section 270-31, Special Purpose Parking Zones on Rockingham Road.

The Board of Commissioners will hold a public hearing on February 13, 2017, at 6:30 p.m., at the Radnor Township Municipal Building, 301 Iven Avenue, Wayne, PA 19087 to consider the ordinance. Copies of the full text of the proposed ordinance are available at the Township offices, the Delaware County Law Library, and the offices of this newspaper during normal business hours.

RADNOR TOWNSHIP
BOARD OF COMMISSIONERS
301 Iven Avenue
Wayne, PA 19087-5297

ORDINANCE NO. 2017-03

AN ORDINANCE OF RADNOR TOWNSHIP, DELAWARE COUNTY, PENNSYLVANIA, AMENDING CHAPTER 104, SECTION 104-7, FALSE ALARMS, TO PROVIDE FOR A REVISED SCHEDULE OF FINES FOR MULTIPLE FALSE ALARMS PER CALENDAR YEAR AND TO ESTABLISH A NEW PROCEDURE FOR ISSUING CITATIONS AND APPEALING CITATIONS.

The Radnor Township Board of Commissioners does hereby ENACT and ORDAIN, as follows:

SECTION 1. Chapter 104, Section 104-7, False Alarms, is hereby amended to read as follows:

§ 104.7. False Alarms.

A. When a false alarm occurs, the following procedure shall be applied:

- (1) Property owner shall receive a false alarm citation letter from the police department. If the false alarm is a second violation in a given calendar year, the property owner shall have ten (10) business days from the date of property owner's receipt of citation to either pay the citation or file an appeal of the citation by mailing or e-mailing a letter of appeal to the Superintendent of Police.
- (2) If the citation is not paid in full or an appeal is not timely filed within ten (10) business days from the date of property owner's receipt of the citation, a second citation letter will be mailed to the property owner and a \$50.00 late fee shall be added to the initial citation fee. If the citation and late fee are not paid in full within ten (10) business days from the date of property owner's receipt of the second citation letter, a Non-Traffic Citation shall be issued for the violation and mailed to the appropriate District Court.
- (3) If the citation is properly appealed, the Superintendent of Police shall, in his sole discretion, determine whether to uphold or dismiss the citation and shall respond to the appeal by providing a final written determination provided to the property owner within ten (10) business days of receipt of said appeal. If the citation is upheld, property owner shall have an additional ten (10) days from the date of property owner's receipt of the determination to pay the citation in full.
- (4) If the citation is not paid in full within ten (10) days after the date of property owner's receipt of the Superintendent of Police's determination to uphold the citation, a Non-Traffic Citation shall be issued for the violation and mailed to the appropriate District Court.

B. For the purpose of defraying the cost to the Township for responding to false alarms, the owners and/or users of an alarm system as defined by this Chapter shall be subject to the following schedule of fines pursuant to the procedure outlined above in **§104.7.A.**:

- (1) For the second false alarm per calendar year: \$25.00 for each alarm.
- (2) For the third false alarm per calendar year: \$75.00 for each alarm.
- (3) For the fourth false alarm and each subsequent false alarm per calendar year: \$125.00 for each alarm.

C. The Board of Commissioners is hereby authorized on an annual basis to modify all false alarm fines by separate Ordinance or Resolution.

SECTION 2. Repealer. All Ordinance or parts of Ordinances which are inconsistent herewith are hereby repealed.

SECTION 3. Severability. If any section, paragraph, sub-section, clause or provision of this Ordinance shall be declared invalid or unconstitutional by a court of competent jurisdiction, such decision shall not affect the validity of this Ordinance as a whole or any part thereof other than that portion specifically declared invalid.

SECTION 4. Effective Date. This Ordinance shall become effective in accordance with the Radnor Township Home Rule Charter.

ENACTED AND ORDAINED THIS _____ day of _____, A.D., 2017.

RADNOR TOWNSHIP

By: _____
Name: Elaine Paul Schaefer
Title: President

ATTEST: _____
Robert A. Zienkowski, Secretary

Radnor Township

PROPOSED LEGISLATION

DATE: 01/31/17

TO: Robert A. Zienkowski, Township Manager

FROM: William A. Colarulo, Police Superintendent

LEGISLATION: In Radnor Township, the Police manage false alarms for businesses and residential properties on an annual basis. The management and enforcement comes from the Radnor Code 104-7, "False Alarm Activation Ordinance." This Ordinance was adopted by the Board of Commissioners of the Township of Radnor, 3-13-1989 as Ordinance #89-11 (Chapter 40 of the 1974 Code). The alarm Ordinance guides businesses, residents and police to definitions of alarms, registration procedures, costs and penalties.

LEGISLATIVE HISTORY: None.

PURPOSE AND EXPLANATION: Radnor Police would like to streamline and modernize the current alarm Ordinance and system by purchasing a new software/hardware system from United Public Safety (UPS). This new system will run the new alarm registration database and billing system. The Township would expand our current use of United Public Safety's (UPS) product base to include traffic and parking citations. UPS (A Costar Company), will utilize the same software and letter violation notice that we currently use for our parking citations. The business or resident will receive a letter of the alarm violation and have ten (10) business days to pay the citation. This is the same option given for our parking violations issued in the Township. If there is not a response, a second letter will be generated with a \$50.00 late charge added to the posted fine. If there is no response, a Non-Traffic Citation will be issued for the violation and mailed to the appropriate District Court.

If a business or resident decides to appeal a violation notice, they may send a letter or email to the Superintendent of Police within ten (10) business days of the notification. The Superintendent of Police will make a decision regarding the request and will respond via letter with a final disposition within ten (10) business days of receipt.

Currently, under the alarm citation process, when a citation is issued after the first annually waived alarm, a business or resident will receive a State of Pennsylvania, Non-Traffic Citation issued from the respective local District Court. The cost of this process can exceed \$84.50 dollars minimum, in costs, per alarm. The fine for the second false alarm is \$25.00 and the rest of the cost is State revenue that goes for various State projects outside of Radnor. (There is no charge or fine for the first alarm). If the business or resident wants to pay for the alarm, they

must mail it in or plead not guilty; and then report to the District Court in Newtown Square Pennsylvania, for a hearing. Alarm citation values are charged by the local magistrate after the first free alarm activation and can have a total charge of up to \$600.00 in a single fine and the normal included court charges. Radnor Police strive to improve this process for its users and staff this year, if approved. The current alarm registration process will now become automated through the Radnor Township website. Radnor Police will still accept paper and new alarm registrations for those who choose that process.

Radnor Police would like to change the Ordinance and create a new database and procedure for the alarm citation process. This would include a new software program and on-line payment management system (an on-line convenience fee is added per transaction). The same mail in procedure for payment will remain in place.

Listed below in the first chart are the **current fees** for alarms for Radnor businesses and residents. The second chart displays the **recommended fees** for alarms for Radnor businesses and residents.

Alarm Fees for District Court as of 01/01/2017			
Court costs for each alarm - \$84.50- (This is a base level charge every time, no matter how many alarms)			
Alarm Citation	Township Fee	Court Costs	Total Cost
1 st Alarm	Citation Waived	n/a	\$0.00
2 nd Alarm	\$25.00	\$84.50	\$109.50
3 rd Alarm	\$50.00	\$84.50	\$134.50
4 th Alarm	\$100.00	\$84.50	\$284.50

Alarm Fees RECCOMENDED for 2017 Radnor Township				
Court costs for each alarm – None unless person/business requests a hearing				
Alarm Citation	Township Fee	Convenience Fee	Court Costs	Total Cost
1 st Alarm	Citation Waived	n/a	n/a	\$0.00
2 nd Alarm	\$25.00	\$1.50	n/a	\$26.50
3 rd Alarm	\$75.00	\$1.50	n/a	\$76.50
4 th Alarm	\$125.00	\$1.50	n/a	\$126.50

FISCAL IMPACT: None.

RECOMMENDED ACTION: The Police Department respectfully requests the Board to adopt the amendment at the regular Board of Commissioners Meeting on _____, 2017.

[HISTORY: Adopted by the Board of Commissioners of the Township of Radnor 3-13-1989 as Ord. No. 89-11 (Ch. 40 of the 1974 Code). Amendments noted where applicable.]

GENERAL REFERENCES:

Chapter 104: Alarm Systems

§ 104-1 **Definitions and word usage.**

§ 104-2 **Registration.**

§ 104-3 **Fees.**

§ 104-4 **Installation standards.**

§ 104-5 **Information to be supplied to buyer or lessee.**

§ 104-6 **Inspections.**

§ 104-7 **False alarms.**

§ 104-8 **Violations and penalties.**

§ 104-1 **Definitions and word usage.**

A.

The singular shall include the plural, and the plural shall include the singular. Words used in the present tense shall also include the future.

B.

As used in this chapter, the following terms shall have the meanings indicated, unless otherwise expressly stated:

ALARM SUPPLIER

The business of any individual, partnership or corporation of selling, leasing, maintaining, servicing, repairing, altering, replacing, moving or installing an alarm system.

ALARM SYSTEM

Any assembly of equipment, mechanical, electrical or battery operated, arranged to signal the occurrence of a police, fire or medical emergency requiring urgent attention and immediate response by the Police or Fire Department.

ANSWERING SERVICE

A service whereby trained employees, in attendance at all times, receive prerecorded voice messages from automatic dialing devices reporting an emergency at a stated location, where such employees have the duty to relay immediately by live voice any such message to the Police or Fire Department which must immediately respond.

AUDIBLE ALARM

Any device, bell, horn or siren which is attached to the interior or exterior of a building, structure or facility and emits a warning signal audible outside which is designed to attract attention and signal a police or fire emergency.

AUTOMATIC DIALING DEVICE

A device which is interconnected to a telephone line and is programmed to transmit a signal by voice or coded message to an answering service to indicate an emergency which requires an immediate response by the Police or Fire Department.

CENTRAL STATION

A protective system or group of such systems owned privately for customers by a person, firm or corporation, having operators and guards in attendance at all times who accept emergency messages and transmit notification of such emergency to the Police or Fire Department.

CHIEF OF POLICE

The administrative head of the Police Department who shall have responsibility for the registration of all alarm systems within the township and the administration and enforcement of this chapter.

COMMUNICATION CENTER

A system which shall be maintained by Radnor Township and which shall monitor on a continuous basis the reception of emergency messages or signals received from an alarm system.

EMERGENCY

A police, fire, medical or hazard emergency.

FALSE ALARM

An alarm activated in the absence of an emergency, whether willfully, by inadvertence or by lack of maintenance to an alarm system which requires an emergency response by the Police or Fire Department. This definition shall exclude malfunctions resulting from the testing of equipment; provided, however, that written notification has been received by the Police Department advising as to the date and time of such test. Malfunctions resulting from the repair of telephone or electrical lines or acts of God, such as

windstorms, thunder or lightning, shall also be excluded from this definition. If doubt exists as to the cause of a "false alarm," a final determination shall be made by the Chief of Police.

FIRE DEPARTMENTS

The Radnor, Bryn Mawr and Broomall Fire Departments.

HAZARD EMERGENCY

An explosion, leak of toxic gas, liquefied or solid, or a potential leak or explosion.

KEY

To use a telephone line and equipment for transmitting a message, either directly or indirectly, by an automatic dialing device.

INTERMEDIARY

A central station protective system or an answering service as herein defined.

POLICE DEPARTMENT

The Township of Radnor Police Department.

REGISTRATION

Written permission duly received through the Police Department upon the filing of all necessary information and the payment of a fee as required by this chapter.

TOWNSHIP

The Township of Radnor.

§ 104-2**Registration.**

A.

New installation. From the effective date of this chapter, it shall be unlawful for any alarm system to be installed within Radnor Township without first registering such system with the Police Department and paying the required fee as prescribed by this chapter.

B.

Existing installation. Within 90 days from the effective date of this chapter, every alarm system located within the township shall be registered with the Police Department. Registration and payment of the required fee shall be the responsibility of the owner, user or lessee of such system.

C.

Application. Application forms for the registration of an alarm system shall be made available by the Police Department and shall require the following minimum information:

(1)

The name, address and telephone number of both the alarm user and property owner.

(2)

The address where the alarm system is installed, and telephone number at that location.

(3)

The name, address and telephone number of the alarm supplier.

(4)

The name, address and telephone number of a person or firm who is authorized to respond immediately to an emergency or false alarm and to gain access to the alarm system, and who is available on a twenty-four-hour-a-day basis, seven days a week, to respond for servicing and maintenance and to correct malfunctions as they occur.

(5)

The type of system (i.e., holdup, burglary, fire or medical emergency).

(6)

Any other information which shall be required by the Police Department.

§ 104-3 Fees.

[Amended 3-13-2000 by Ord. No. 2000-06]

A fee in the amount of \$100 shall be required for the registration of any alarm system installed within the township.

§ 104-4 Installation standards.

A.

Every alarm supplier who sells, leases or furnishes an alarm system or any individual, firm or corporation who installs his or its own alarm system shall be required to meet the following minimum requirements:

(1)

The system installed shall be listed by Underwriters Laboratories, Inc., as being electrically safe.

(2)

Such system shall be provided with standby battery power which shall automatically and immediately take over in the event of a power failure.

(3)

Wiring for each system shall meet all applicable township codes and be installed using shielded cable to prevent wave interference.

B.

Exemptions. A battery-powered (nine volt, 11.2 volt or similar voltage) audible alarm system or an electrically energized audible alarm system whose sole

purpose is to notify the occupants of that location of an emergency shall be exempt from the registration requirements of this chapter if all of the following conditions are met:

(1)

The alarm is not connected to any mechanical or electrical device that automatically notifies a person or agency outside of that location that the alarm system is activated.

(2)

The alarm system is not connected to any external speakers.

C.

Alarms without timing mechanisms prohibited. On and after the effective date of this chapter, owners and users of audible alarms shall equip such device with a timing mechanism that will disengage the audible alarm after a maximum time period of 15 minutes. Alarms without such a mechanism shall constitute a violation of this chapter and must be disconnected.

§ 104-5 Information to be supplied to buyer or lessee.

A.

Each alarm supplier who, after the effective date of this chapter, sells or leases in the township an alarm system shall furnish operating instructions and a manual to the buyer or lessee.

B.

A copy of this chapter shall also be provided to the buyer, user or lessee at or prior to the time of contracting by the alarm supplier and at his own expense.

§ 104-6 Inspections.

A.

Radnor Township reserves the right to inspect the installation and operation of every alarm system within the township.

B.

Inspection of premises where an alarm system is installed will be conducted during reasonable hours, except in emergency situations.

§ 104-7 False alarms.

[Amended 2-14-2011 by Ord. No. 2011-07]

A.

For the purpose of defraying the cost to the Township for responding to false alarms, the owners and/or users of an alarm system as defined by this chapter shall be subject to the following schedule of fines:

(1)

For the second false alarm per calendar year: \$70 for each alarm.

(2)

For the third and each subsequent false alarms per calendar year: \$140 for each alarm.

B.

The Board of Commissioners is hereby authorized on an annual basis to modify all false alarm fines by separate ordinance or resolution.

§ 104-8 Violations and penalties.

[Amended 7-20-1992 by Ord. No. 92-13]

Any person violating any provisions of this chapter shall, upon conviction thereof by a District Justice, be sentenced to pay a fine or penalty of not more than \$600, plus costs of prosecution, and, in default of payment of such fine and costs, to imprisonment in the county jail for a term not exceeding 30 days.

RESOLUTION NO. 2017-23
A RESOLUTION OF RADNOR TOWNSHIP, DELAWARE
COUNTY, PENNSYLVANIA, AUTHORIZING
ENGINEERING DEPARTMENT TO ISSUE A
REQUEST FOR PROPOSALS FOR MS4 SERVICES

WHEREAS, the Township is required, via mandate, to submit an MS4 permit and Pollutant Reduction Plan

WHEREAS, the services of a qualified engineering firm are requested to perform these tasks

WHEREAS, the Stormwater Management Advisory Committee recommends the issuance of a Request For Proposal to three qualified firms

NOW, THEREFORE, be it *RESOLVED* by the Board of Commissioners of Radnor Township does hereby Authorize the Engineering Department to Issue a Request for Proposals to Three Qualified Engineering Firms

SO RESOLVED this 13th day of February, A.D., 2017

RADNOR TOWNSHIP

By: _____
Name: Elaine P. Schaefer
Title: President

ATTEST: _____
Robert A. Zienkowski
Manager/Secretary

Radnor Township

PROPOSED LEGISLATION

DATE: February 6, 2017

TO: Radnor Township Board of Commissioners

FROM: Stephen F. Norcini, P.E., Director of Public Works *SN*

CC: Robert A. Zienkowski, Township Manager

LEGISLATION: **Resolution #2017-23**, Authorization to Issue a Request For Proposals for MS4 Services

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

PURPOSE AND EXPLANATION: The Stormwater Management Advisory Committee (SWMAC) has provided a memorandum (enclosed) to the Board of Commissioners, outlining the background on the MS4 proposal topic to date. To generally summarize, the Township is required to submit its MS4 permit in the Fall of this year, and the Pollutant Reduction Plan is due late summer. The Township's Stormwater Project Administrator provided a cost proposal for these services in August of last year, and a reduced scope proposal in November of last year. The SWMAC is concerned with the cost of the proposed work as put forth by CH2M. The SWMAC is recommending to the Board of Commissioners that the Township issue a Request For Proposal (RFP) for this work, on a very fast timeline. At the SWMAC's request, the proposals from CH2M are attached. I would request that the RFP be issued to Borton-Lawson, McCormick Taylor, and Carrol Engineering.

IMPLEMENTATION SCHEDULE: Upon approval by the Board of Commissioners, the Request for Proposals will be issued ASAP.

FISCAL IMPACT: There is no fiscal impact with issuing the RFP. The MS4 services, if awarded by the Board of Commissioners, will be charged to the Stormwater Fund.

RECOMMENDED ACTION: *I respectfully request the Board of Commissioners Authorize the Engineering Department to issue an Request for Proposals for MS4 Services.*

MOVEMENT OF LEGISLATION: It is being requested that the Board approve the legislation for this project.

Enclosure: Stormwater Management Advisory Committee Memorandum to the Board of Commissioners
CH2M MS4 Services Proposal Dated August 9, 2016
CH2M MS4 Services Proposal Dated November 8, 2016

MEMORANDUM SWMAC – 2017 -01

TO: RADNOR TOWNSHIP BOARD OF COMMISSIONERS
FROM: RADNOR TOWNSHIP STORMWATER MANAGEMENT ADVISORY COMMITTEE
SUBJECT: SWMAC RECOMMENDATIONS – RFPS FOR MS4
DATE: FEBRUARY 9, 2017
CC: FILE

SWMAC has reviewed the services outlined in an MS4 proposal, prepared by CH2M, dated August 9, 2016. CH2M's proposal indicated a total cost of **\$167,365** for the outlined MS4 engineering services for the 4th quarter of 2016 and the year 2017. The proposal is attached for your reference.

SWMAC determined that the cost was exceedingly high for the scope of work. SWMAC requested a revised proposal that was more cost effective. CH2M therefore prepared a revised proposal with a total cost of **\$82,886**, dated November 8, 2016. The revised proposal outlined a reduction in cost as well as a reduction in scope of work. There are some book keeping/ paperwork type tasks that SWMAC could complete that would help to meet the MS4 requirements. However, there are other tasks that were eliminated from the revised proposal, such as inspections/GIS locating of all outfalls within Radnor Township. Tasks such as these would then be the responsibility of Township staff to complete.

SWMAC is therefore recommending to the BOC that RFPs be immediately initiated for engineering services to meet/prepare the latest requirements of the MS4 permit. To expedite the RFP process, SWMAC recommends that Steve Norcini advise the BOC/Township of a short list of qualified engineering firms from which to request proposals. The latest MS4 permit is due in September 2017 and the PRP (Pollutant Reduction Plans) are due in August 2017. The latest MS4 permit requires a 45-day public comment period prior to submission this fall.

SWMAC is requesting that the BOC approve our recommendation at the February 13, 2017 BOC Meeting. SWMAC will review the MS4 proposals immediately and vote on a qualified firm at the next SWMAC meeting. SWMAC would then recommend that the BoC authorize that the chosen qualified firm prepare the MS4.





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CH2M Philadelphia
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Philadelphia, PA 19103
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www.ch2m.com

August 9, 2016

Mr. Steve Norcini
Director Public Works
Radnor Township
301 Iven Avenue
Wayne, PA 19087
Delivered via email: snorcini@radnor.org

Subject: Proposal for PADEP PAG-13 Stormwater Permit Support

Dear Steve,

Attached please find the proposal for services to support the DEP National Pollutant Discharge Elimination System (NPDES) municipal separate stormwater system (MS4) permit. Under this scope, CH2M and subconsultant Cedarville Engineering Group, will prepare updates for the required documentation for the Minimum Control Measures (MCMs); will update the GIS mapping needs requested by PADEP, will prepare the Notice of Intent to renew the permit application, and will prepare the Pollutant Reduction Plans for a subset of select watersheds in the Township. Should you find our proposal acceptable, please sign the attached agreement and return to my attention.

We appreciate the Township's consideration in providing us this opportunity for us to offer our professional services to support the Township's stormwater program.

Sincerely,

Courtney Finneran
Project Manager

Jed Campbell
Vice President

Radnor Township Proposal for NPDES MS4 Support

Submitted August 9, 2016

Prepared by:



Proposal for Radnor Township NPDES MS4 Support

PREPARED FOR: Steve Norcini, Director Public Works
CLIENT NAME/ADDRESS: Radnor Township, 301 Iven Avenue, Wayne, PA 19087
COPY TO: Daniel Wible, CH2M
PREPARED BY: Courtney Finneran, CH2M
DATE: August 9, 2016

Background

On June 3, 2016, Pennsylvania Department of Environmental Protection (DEP) released an updated General Permit for Stormwater Discharge (PAG-13) for municipalities with regulated small municipal separate storm sewer systems (MS4s) under the National Pollutant Discharge Elimination System (NPDES) program. Radnor Township currently has an existing NPDES MS4 Permit and is required to obtain coverage under the new permit which will become effective on March 16, 2018.

The MS4 Permit authorizes Radnor Township to discharge stormwater to surface waters, all of which are listed as “impaired” according to DEP’s latest Integrated Water Quality Monitoring and Assessment Report. PADEP has prepared a MS4 Requirements Table which shows the specific regulatory requirements for Radnor Township to undertake relating to the remediation of impaired waters (Table 1). Under separate Task Order, CH2M is preparing a map to visually show the impairment status and associated permit requirements of DEP (Figure 1).

Table 1.

MS4 Requirements Table (July 29, 2016) listing out the causes of stream impairment and permit required planning activity under PAG-13

	NPDES MS4 REQUIREMENT							
	CAUSE(S) OF IMPAIRMENT			Pollution Control Measures (due to PADEP by 2019)		Pollutant Reduction Plans (due to PADEP by September 2017)		
	Impaired Downstream Waters	Other Habitat Alterations, Water / Flow Variability	Water/Flow Variability	Cause Unknown	Appendix B Pathogens	Appendix C PCB	Appendix E Siltation	Appendix E Nutrients, Siltation
Abrahams Run			X	X		X		
Browns Run	X			X		X	X	
Camp Run			X	X		X		
Cobbs Creek	X			X	X	X	X	
Darby Creek	X			X		X	X	
Doom Run	X			X		X	X	

Finn Run	X		X		X	X	
Foxes Run	X		X		X	X	
Gulph Creek		X				X	
Hardings Run	X		X		X	X	
Ithan Creek	X		X		X	X	
Julip Run		X	X		X		
Kirks Run	X		X		X	X	
Little Darby Creek		X	X		X		
Meadowbrook Run	X		X		X	X	
Miles Run		X	X		X		
Mill Creek		X					X
Saw Mill Run		X	X		X		
Schuylkill River					X		
Valley Run	X		X		X	X	

Scope

CH2M will provide the following services to Radnor Township:

Task 1. Prepare required documentation under the Six Minimum Control Measures (MCMs)

Attachment 1 (3800-PM-BPNPSM0100h "PAG-13 Appendix A Stormwater Management Program) is the PADEP detailed requirement directions for municipal compliance with the Six MCMs. CH2M, working in conjunction with Cedarville Engineering Group as subconsultants to CH2M, will provide professional services on the following MCMs as described below.

MCM #1: Public Education and Outreach Program

Building off of the 2005 Public Education and Outreach Program (PEOP), CH2M will work with the Township to develop and prepare an updated PEOP to develop and distribute educational materials to the community or conduct equivalent outreach activities about the impacts of stormwater discharges on water bodies. The PEOP will include example materials that will help the Township educate the public on steps they can take to reduce pollutants in stormwater runoff. The PEOP will be designed to achieve measurable improvements in the target audience’s understanding of the causes and impacts of stormwater pollution and the steps they can take to prevent it. CH2M will work with the SWMAC to develop reasonable outreach programs that can reach the intended audiences. The PEOP will be written with specific examples for outreach format, the Township roles, (the Stormwater Management Advisory Committee (SWMAC) and the Engineering Department will be key), and a schedule for outreach methods will be clearly identified. CH2M will post the final PEOP to the township website.

Deliverable: Public Education and Outreach Program, draft and final;

One meeting with the SWMAC to present the draft PEOP and to solicit comments from the public

MCM #2: Public Involvement and Participation Program

CH2M will collaborate with the SWMAC and Township to prepare a written Public Involvement and Participation Program (PIPP) plan that describes various types of possible participation activities and describes methods of encouraging the public's involvement and of soliciting the public's input. The PIPP will seek to build off the existing efforts undertaken by the SWMAC as well as the 2005 version previously submitted to DEP. CH2M will post the final PIPP to the township website.

Deliverable: Public Involvement and Participation Program Plan, draft and final

One meeting with the SWMAC to present the draft PIPP and to solicit comments from the public

MCM #3: Illicit Discharge Detection and Elimination Plan

A written Illicit Discharge Detection and Elimination (IDD&E) Plan will be prepared by CH2M. The IDD&E program focuses on priority areas, defined by DEP as "areas with a higher likelihood of illicit discharges, illicit connections or illegal dumping. Priority areas may include areas with older infrastructure, a concentration of high-risk activities, or past history of water pollution problems." The IDD&E program will include procedures for identifying priority areas; screening outfalls in priority areas; identifying the source of an illicit discharge when a contaminated flow is detected at a regulated small MS4 outfall; and assessing the potential for illicit discharges caused by the interaction of sewage disposal systems with storm drain systems. The IDD&E program will also include mechanisms for gaining access to private property to inspect outfalls, procedures for program documentation, evaluation and assessment, as well as for addressing information of complaints received from the public. After the IDD&E Plan has been prepared and presented to the Township, CH2M will develop a map showing the potential priority areas, based on available GIS data provided by the Township as well as interviews with Township staff (Steve Amarant and Paul). This map will be a poster size drawing that CH2M will print out for the Township Department of Public Works, and CH2M will provide the GIS data and MXD to the Township database. 20 hours has been allotted for this data creating and mapping activity.

Deliverable: Illicit Discharge Detection and Elimination Plan, draft and final

Potential Priority Area map (poster size); all GIS data and MXD

MCM #5 Post Construction Stormwater Management Tracking

Under this MCM, the Township is required to develop a tracking system to track the inspections conducted and the results of the inspections for all Post Construction Stormwater Management (PCSMs) (privately owned and publicly owned). The Township currently uses a grading permit application process which is entered into an internal database that serves as the foundation for the PCSM tracking database. Township staff currently conduct the stormwater construction inspections, and record keeping is a separate documented activity.

Under this task, CH2M will review the current database management system, generate a list of recommended customizations, and implement a combined permit approval and construction inspection workflow within the Township's grading permit tracking database. A key component to this upgrade will allow for site location information (addresses) to be converted into a GIS compatible format in order to output annual BMP location map updates. CH2M has allotted 80 hours to support this database upgrade task. This task assumes the current database management system, which is built off of Microsoft Access, will be utilized. If the township upgrades to a new program, the budget associated with this task will be reviewed to determine adequacy as well as compatibility with any new Township software. CH2M will convert all approved grading permits, from 2003 to 2016, into GIS location feature for mapping under a separate task (Task 2).

Deliverable: Upgraded grading permit database that includes construction inspection information, with the option to export results annually to a GIS based format for future mapping.

MCM #6: Operations & Maintenance Program Manual

CH2M will develop a Manual for Municipal Operations, Facilities, and Activities as required by the NPDES MS4 Permit. The program will include management practices, policies, and procedures to reduce or prevent the discharge of pollutants to the MS4; maintenance activities, maintenance schedules, and inspection procedures to reduce the potential for pollutants to reach the MS4; controls for reducing or eliminating the discharge of pollutants from municipal facilities; and procedures for the proper disposal of waste. The O&M Manual previously submitted to DEP will be reviewed, and the Engineering Department will be surveyed and interviewed.

Deliverable: Operations & Maintenance Program and Manual, draft and final

MCM #3 and #6: Employee Training

Under this subtask, CH2M will develop a written program for Employee Training as required by the NPDES MS4 Permit. The program will address topics to further the goal of preventing or reducing the discharge of pollutants from operations to the MS4. Additionally, CH2M will provide interactive training via PowerPoint session, to Township staff to cover two topics:

- 1) outfall field screening procedures and sampling of dry weather discharges for selected chemical and biological parameters, and
- 2) pollution prevention and good housekeeping practices.

Deliverables: Written Employee O&M Training Program, draft and final

Interactive Training session including PowerPoint

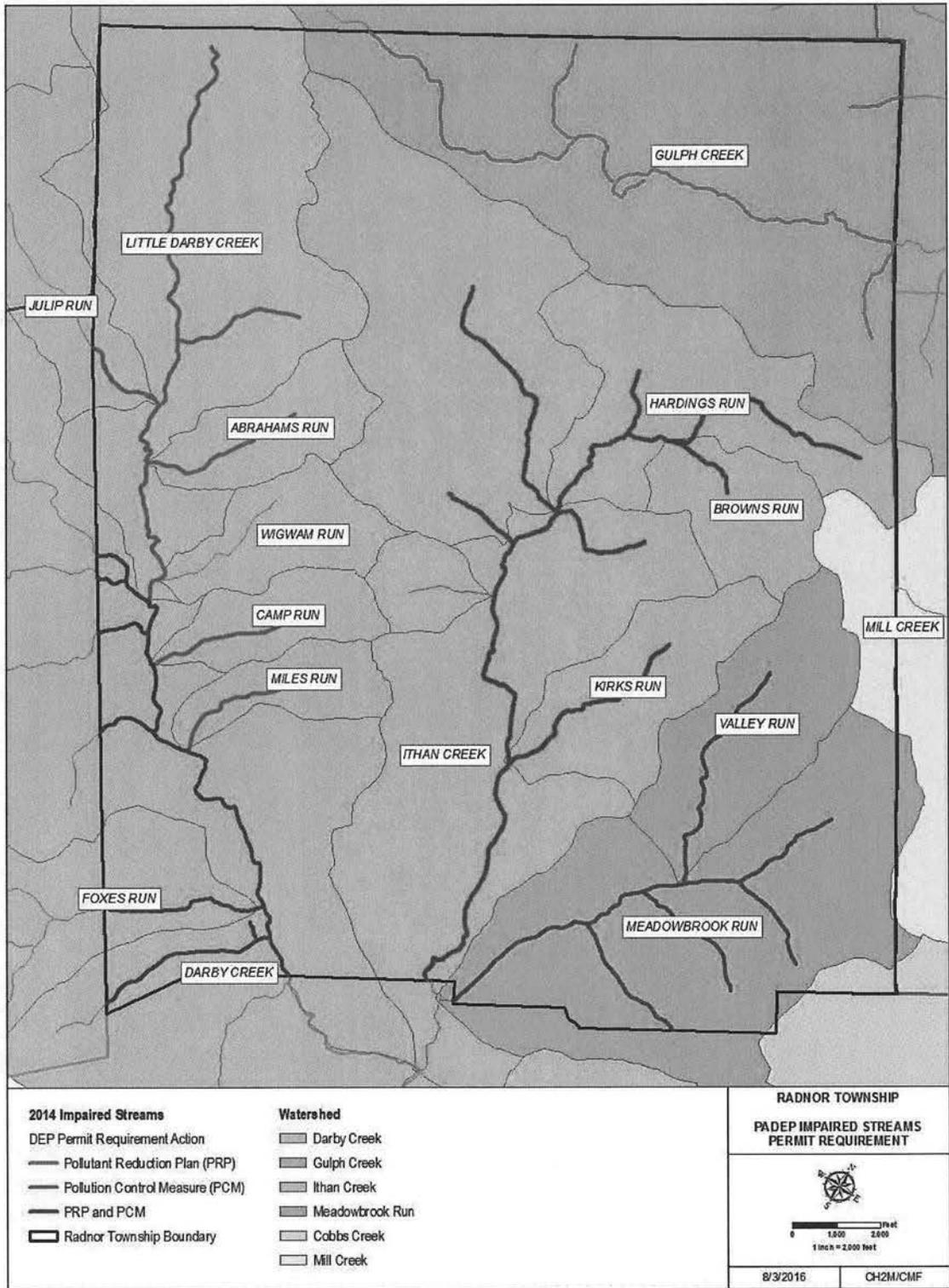


Figure 1
 Radnor Township stream impairment status and associated permit requirements of DEP based on July 2016 MS4 Requirements Table

Task 2. Prepare Stormwater System Map

Both the MCM and the Pollutant Reduction Plan (PRP) components of the NPDES MS4 Permit have a large amount of new mapping requirements. Attachment 1 (3800-PM-BPNPSM0100h "PAG-13 Appendix A Stormwater Management Program) and Attachment 2 (3800-PM-BCW0100k "Pollutant Reduction Plan Instructions") provide the instructions to the township on the mapping needs required by the permit.

Under the Stormwater Program Administrator (SPA) contract, CH2M was hired to convert Radnor Township MapInfo files of the stormwater system into a modern GIS format (ESRI 10.3.1 geodatabase), and this task has successfully been completed. On behalf of the Township, CH2M prepared a Stormwater System Map for inclusion in the 2016 Annual MS4 Status Report (Figure 2). Under the Township Flood Modeling study, CH2M has upgraded the GIS to support the local modeling effort, which generated more accurate GIS data in the Modeling study area. Work performed under this Task will build off the previously converted and newly prepared GIS data and develop new layers as needed for various elements of the NPDES MS4 Permit.

MCM #3: Outfall Sewershed Delineation

Under the NPDES MS4 permit, DEP requires the storm sewershed be delineated for all outfalls discharging to impaired surface waters. Radnor has approximately 250 documented outfalls, the majority of which are not geospatially accurate (they are usually between 100-1,000+ feet off from their actual location). Based on data previously provided to DEP, 140 outfalls currently discharge to impaired surface waters. For this budget estimate, CH2M assumes only 140 outfalls will be incorporated into this subtask activity. CH2M will perform geospatial analyses utilizing built-in ESRI extensions including the ArcHydro toolset, in order to update the outfall locations (for example, Snapping feature and the Flow Accumulation tool). An outcome of this step will be higher quality outfall location data which can support a more accurate delineation of outfall drainage areas as required under the NPDES MS4 Permit. CH2M will not digitize outfall locations off any built subdivision or construction plans, and will not undertake a survey of the outfalls, as both activities are outside of the budget of this effort. An output of this task will include an updated Stormwater Outfall GIS layer for just those outfalls draining to impaired surface waters, as well as a newly created sewershed polygon data layer. Both data layers will be included in the Stormwater System Map.

MCM #3: Public and Private BMP Inventory and Map

Under the NPDES MS4 permit, DEP requires public and private stormwater facilities (structural and non-structural BMPs, from 2003 to 2016) to be mapped and included in an inventory. The inventory must include: BMP Name, BMP Location, BMP Drainage Area; and BMP Construction Date. CH2M will generate a list of constructed BMPs (and the associated inventory elements) as an outcome of Task 1 MCM #5 Post Construction Stormwater Management Tracking activity. Under this Task, CH2M will work with Township staff (Doug Meder, specifically) to review the list and confirm whether they have been constructed or not. The final constructed stormwater BMP list will then be edited back into the grading permit database (meaning, any changes noted by Doug will be changed in the permit database). Once the final constructed stormwater BMP project list has been finalized, CH2M will geocode the project locations based on addresses and create a Private BMP location point layer in GIS. CH2M will then delineate the drainage area to each BMP using ESRI tools and extensions including the ArcHydro toolset. An output of this task will be an updated constructed stormwater project location layer (points) and drainage areas to each BMP (polygon).

Assumptions and caveats: CH2M will not use design-based drainage area information that may be provided in the subdivision plans or construction plans. CH2M will not perform any field survey to verify drainage areas delineated under this subtask. CH2M has reviewed the existing grading permit applications in the database and determined there are approximately 900 approved permits from 2003 – June 2016 with stormwater management required. For the purposes of budgeting, CH2M is estimating that 95% of these have been constructed and

therefore, we anticipate generating 850 stormwater BMP locations (points) from this effort. The centerpoint of each parcel will represent the BMP location, and the Drainage Area will be delineated to that location. For those parcels with multiple permits/BMPs (i.e. Villanova) CH2M will work with Township staff and Township Engineering firm to determine the specific location of the stormwater feature. The budget will need to be updated if DEP requires more detailed mapping of specific private BMP locations, which will be determined at a DEP meeting to be held after submittal of this proposal.

MCM #3: Stormwater System Map

An example stormwater system map required by PADEP is provided in Attachment 3. DEP clarification on this requirement is as follows:

“To clarify, the term “entire storm sewer collection system” means the entire system that the MS4 permittee owns or operates to collect and convey stormwater from publicly-owned property in the urbanized area to surface waters. The system therefore includes both publicly-owned components (e.g., publicly-owned streets, ditches, swales, inlets and piping systems) and, where applicable, privately-owned components (e.g., conveyances or best management practices on private property that are connected to upstream publicly-owned components, within the permittee’s jurisdiction).

Under this task, CH2M will update missing stormwater data, including locations of swales, channels, and basins; ownership information for the existing pipe and inlet system; urbanized areas, sewershed/outfall drainage areas, BMPs (Public and Private), contours and others. CH2M recently prepared the Stormwater System Map for the NPDES Annual Report submitted to PADEP in May 2016 and will update as needed.

Deliverables: The following deliverables will be provided to the Township in electronic PDF format and CH2M will post the appropriate files to the Radnor Township Stormwater Program MS4 webpage. CH2M will also plot out 1 large format poster version of the Stormwater System Map for display in the Township Building lobby.

1. Stormwater System Map (poster size) in PDF for website
2. Stormwater System Map (poster size) mounted for display on an easel in the township building

MCM #6: Municipal Property and Operations Inventory Map

CH2M will identify and document all facilities and activities that are owned or operated by the Township and have the potential for generating stormwater runoff to the regulated small MS4. A site visit and meeting with the Township Public Works department will be necessary to collect this information.

Deliverable: Municipal Property and Operations Inventory Map

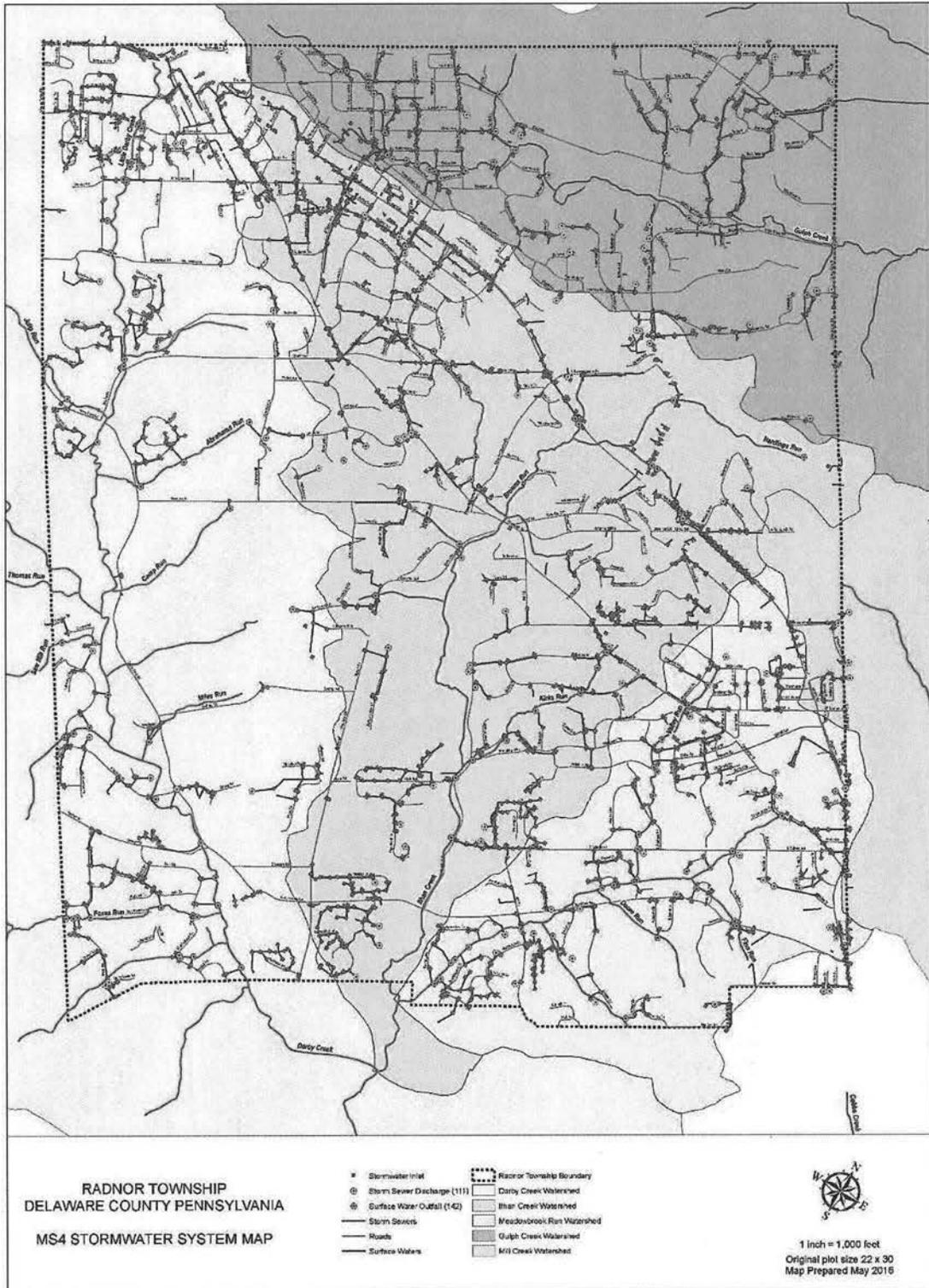


Figure 2
Stormwater System Map included with May 2016 Annual Report to DEP

Task 3. Prepare of the Notice of Intent (NOI) to renew and the Pollutant Reduction Plan (PRP)

Notice of Intent

CH2M will prepare the Notice of Intent (NOI) Checklist (1-page) and the NOI application (7-pages) on behalf of Radnor Township. Both files are provided in Attachment 4 ("3800-PM-BCW0100b – Notice of Intent").

Pollutant Reduction Plan

Radnor Township discharges stormwater to impaired surface waters and, therefore, under the new PAG-13 permit, is obligated to develop Pollutant Reduction Plans (PRPs) for those streams impaired due to siltation. A PRP is a planning document which guides the selection and implementation of specific BMPs to reduce pollutant loading to surface waters. As noted in Table 1, Radnor Township is required to develop a PRP to plan for and document the reduction of siltation in 13 waterways, and siltation and nutrients in one waterway. Attachment 2 (3800-PM-BCW0100k "Pollutant Reduction Plan Instructions") provides the detailed directions from DEP for preparing the PRP. CH2M will work with the Township and SWMAC to prepare the PRP including the following required components of the PRP:

A. Public Participation

CH2M will work with the SWMAC to host two public meetings to elicit comments on the plan. CH2M will provide a PowerPoint presentation and any poster/visual aids/handouts needed for the meeting. CH2M will summarize the public participation effort in a compiled PDF suitable for delivery to DEP.

B. Map Book

CH2M will prepare up to 14 sub-basin zoom maps (one map per impaired waterway) to show the identified BMP projects to be implemented over the 5-year permit timeframe. Maps will show the BMP locations and will also include the drainage area to each BMP in order to calculate the pollutant reduction associated with the project. Since the locations and magnitude of the need for BMP siting and development is unknown at the time of proposal development, for the purposes of budgeting this task, CH2M has assumed a maximum of 25 project concept schematics will be developed throughout the impaired watersheds in order to meet the NPDES MS4 requirements. The NPDES MS4 permit very clearly states that the final project list/map must be projects that the Township is committed to constructing, or includes projects the Township is aware will be constructed by others. Therefore, this task will include meeting with the Township and SWMAC to clarify project selection. Additionally, any projects developed under separate Task Orders (for example the Township Flood Modeling study) will be included in the Pollutant Reduction Planning effort.

C. Pollutants of Concern

The main pollutant of concern in Radnor Township is siltation/sedimentation for all but one Subbasin (which includes nutrients as well as siltation). CH2M will use existing GIS data (land use, impervious area) as well as interviews with Township officials to describe and define the potential source locations of sedimentation. CH2M will not undertake a survey or detailed pollution location or siting analysis. A summary memo will be prepared to document the information obtained in subtasks C, D and E of Task 3.

D. Determine Existing Loadings for Pollutants of Concern

CH2M will use the DEP simplified method to calculate the existing loading, in lbs per year, for the pollutant(s) of concern in all storm sewersheds. Critical to this effort will be claiming credit for structural BMPs implemented prior to development of the PRP to reduce existing loading estimates. These previously constructed BMPs (which will be mapped under Task 2) will be included in the pollution calculation methodology as well as the maps

prepared under Task 3.B. A summary memo will be prepared to document the information obtained in subtasks C, D and E of Task 3.

E. Select BMPs to Achieve the Minimum Required Reductions in Pollutant Loading

Under this subtask, CH2M will work with the Township and SWMAC to identify specific locations of BMPs that will achieve the minimum required reduction in pollutant loading. DEP requires that these BMPs must be implemented within 5 years of DEP's approval of coverage under the PAG-13 General Permit, and must be located within the storm sewersheds of the applicable impaired waters, on either public or private property. DEP does allow for including BMPs that will be implemented by others within the storm sewershed that will result in net pollutant loading reductions. A summary memo will be prepared to document the information obtained in subtasks C, D and E of Task 3.

F. Identify Funding Mechanism

The BMP projects identified in subtask E will be reviewed in coordination with the SWMAC's annual budget setting process. CH2M will prepare conceptual-level cost estimates at the Class 4 level and will summarize the funding mechanism in a brief memo. The memo will contain a list of projects and the costs, as well as pollutant reduction benefits, associated with each project.

G. Identify Responsible Parties for Operation and Maintenance (O&M) of BMPs.

Under this subtask, CH2M will prepare an O&M Plan for the BMPs that will include the responsible parties, the specific recommended O&M activities and the frequency at which O&M activities will occur. CH2M will include standard operating procedures that are organized by BMP type.

Task 3 Deliverables

1. Notice of Intent Checklist
2. Notice of Intent Application
3. Pollutant Reduction Plan, including
 - a. Public participation summary Appendix
 - b. Map book with up to 14 sheets depicting the selected BMPs
 - c. Summary memo describing the pollutants of concern, the existing loading calculations, and the potential reduction achieved over 5-years with implementation of selected BMPs
 - d. Funding mechanism summary memo
 - e. Operations and Maintenance Plan
4. All GIS data developed and MXD maps associated with this task will be provided to the Township and uploaded into their GIS database.

Assumptions

CH2M will reasonably rely upon the accuracy, timeliness, and completeness of any data provided by Radnor Township or other third parties.

Project Schedule

The schedule shown below shows the proposed activities concluding by September 2017 in order to align with the PADEP deadline for submittal of the NOI and PRP and all supporting documentation. This assumes approval of the proposal will be provided at the September 2016 SWMAC and Board of Commissioners meeting.

SubTask	2016				2017								
	SEPT	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP
TASK 1	Public Education and Outreach Program (MCM #1)												
	Public Involvement and Participation Program (MCM #2)												
	Illicit Discharge Detection and Elimination Plan (MCM #3)												
	Post Construction Stormwater Management Tracking (MCM #5)												
	Operations & Maintenance Program Manual (MCM #6)												
TASK 2	Employee Training Program (MCM #6 and #3)												
	Outfall Sewershed Delineation (MCM #3)												
	Public and Private BMP Inventory (Tracking System) and Map (MCM #3)												
	Stormwater System Map (MCM #3)												
TASK 3	Municipal Property and Operations Inventory (MCM #6)												
	Notice of Intent (NOI) to Renew to DEP Sept 16, 2017												
	Pollutant Reduction Plan due to DEP Sept 16, 2017												
Public Participation (2 Meetings)													

Compensation

Table 2 provides the proposed budget for this proposal separating the cost by fiscal year for budgeting purposes. Work performed for all CH2M employees, with the exception of Daniel Wible, is at a 2.9 multiplier. Daniel Wible is billed at a 2.7 multiplier. Reimbursement for CH2M activity will be on a time and material basis, with the fee not to exceed what is shown in Table 2. Cedarville will serve as a subconsultant to CH2M and will be reimbursed on lump sum basis with no mark-ups provided.

Table 2.

Proposed Budget for PAG-13 NPDES MS4 Support

Proposed 2016 Budget				
Task Number	Task Description	CH2M	Cedarville	Total Task Cost
Task 1	Prepare required documentation under the Six Minimum Control Measures (MCMs)	\$21,008	\$15,612	\$36,620
Task 2	Prepare Stormwater System Map	\$10,867	\$2,116	\$12,983
Task 3	Prepare Notice of Intent (NOI) to renew permit and Pollutant Reduction Plan (PRP)	-	-	\$0
EX	Expenses	\$400		\$400
TOTAL 2016 BUDGET		\$32,275	\$17,728	\$50,003
Proposed 2017 Budget				
Task Number	Task Description	CH2M	Cedarville	Total Task Cost
Task 1	Prepare required documentation under the Six Minimum Control Measures (MCMs)	\$7,088	\$0	\$7,088
Task 2	Prepare Stormwater System Map	\$41,383	\$0	\$41,383
Task 3	Prepare Notice of Intent (NOI) to renew permit and Pollutant Reduction Plan (PRP)	\$68,491	\$0	\$68,491
EX	Expenses	\$400		\$400
TOTAL 2017 BUDGET		\$117,362	\$0	\$117,362
TOTAL REQUESTED BUDGET		\$149,637	\$17,728	\$167,365



STANDARD AGREEMENT FOR PROFESSIONAL SERVICES

CH2M HILL'S OFFICE
ADDRESS:

1717 Arch Street, Suite 4400, Philadelphia PA 19103

PROJECT NAME:

PAG-13 MS4 Permit Support

CLIENT & ADDRESS:

Radnor Township
301 Iven Avenue, Wayne PA 19087

CLIENT requests and authorizes CH2M HILL Engineers, Inc.. (hereinafter "CH2M HILL") to perform

Scope of Services

CH2M will provide the services described in the proposed scope of work prepared by CH2M dated August 9, 2016, which is hereby incorporated into the Agreement.

Compensation

CH2M shall be compensated as outlined in CH2M's proposal dated August 9, 2016.

Other Terms

The following document(s) are incorporated by reference: CH2M proposal dated August 9, 2016.

Services covered by this AGREEMENT will be performed in accordance with the Provisions and any attachments or schedules. This AGREEMENT supersedes all prior agreements and understandings and may only be changed by written amendment executed by both parties.

CLIENT: Radnor Township

CH2M HILL ENGINEERS, INC.

Signature _____

Signature _____

Name _____

Name _____

Title _____

Title _____

Date _____

Date _____

PROVISIONS

1. Authorization to Proceed

Execution of this AGREEMENT by CLIENT will be authorization for CH2M HILL to proceed with the Services, unless otherwise provided for in this AGREEMENT.

2. Compensation

Compensation shall be as specified with the Compensation section on Page 1.

3. Subcontracts and Direct Expenses

A markup of 0 percent will be applied to subcontracts and outside services and a markup of 0 percent will be applied to Direct Expenses. For purposes of this AGREEMENT, Direct Expenses are defined to include those necessary costs and charges incurred for the Project including, but not limited to: (1) the direct costs of transportation, meals, lodging, shipping, equipment and supplies; (2) CH2M HILL's current standard rate charges for direct use of CH2M HILL's vehicles, laboratory test and analysis, and certain field equipment; and (3) CH2M HILL's standard project charges for comprehensive health and safety requirements of OSHA.

All sales, use, value added, business transfer, gross receipts, or other similar taxes will be added to CH2M HILL's compensation when invoicing CLIENT. In the event that any such taxes are imposed after the signing of this AGREEMENT, Engineer's compensation will be adjusted by the amount of such new taxes.

4. Cost Opinions

Any cost opinions or Project economic evaluations provided by CH2M HILL will be on a basis of experience and judgment, but, since CH2M HILL has no control over market conditions or bidding procedures, CH2M HILL cannot warrant that bids, ultimate construction cost, or Project economics will not vary from these opinions.

5. Standard of Care

The standard of care applicable to CH2M HILL's services will be the degree of skill and diligence normally employed by professional engineers or consultants performing the same or similar services at the time CH2M HILL's services are performed. CH2M HILL will re-perform any services not meeting this standard without additional compensation from CLIENT provided, however, that CLIENT notifies CH2M HILL in writing of such non-conformance within a period of one year from completion of such Services hereunder.

CH2M HILL shall not be responsible for the cost of any construction rework or replacement. NO OTHER REPRESENTATION, GUARANTEE, OR WARRANTY, EXPRESSED OR IMPLIED, IS INTENDED IN OR BY THIS AGREEMENT.

6. Termination

This AGREEMENT may be terminated for convenience on 30 days written notice or if either party fails substantially to perform through no fault of the other and does not commence correction of such nonperformance within 5 days of written notice and diligently complete the correction thereafter. On termination, CH2M HILL will be paid for all authorized work performed up to the termination date plus termination expenses, such as, but not limited to, reassignment of personnel, subcontract termination costs, and related closeout costs.

7. Payment to CH2M HILL

Monthly invoices will be issued by CH2M HILL for all Services performed under this AGREEMENT. CLIENT shall pay each invoice within 30 days. Interest at a rate of 1-1/2 percent per month will be charged on all past-due amounts.

In the event of a disputed billing, only that disputed portion will be withheld from payment, and the undisputed portion will be paid. CLIENT will exercise reasonableness in disputing any bill or portion thereof. No interest will accrue on any disputed portion of the billing until mutually resolved.

8. Limitation of Liability

CH2M HILL's liability for Client's damages will, in the aggregate, not exceed the authorized fee under the AGREEMENT. This Provision takes precedence over any conflicting Provision of this AGREEMENT or any document incorporated into it or referenced by it. In no event shall CH2M HILL, its affiliated corporations, officers, employees, or any of its subcontractors be liable for any incidental, indirect, special, punitive, economic or consequential damages, including but not limited to loss of revenue or profits, suffered or incurred by CLIENT or any of its agents, including other contractors engaged at the project site, as a result of this Agreement or CH2M HILL's performance or non-performance of services pursuant to this Agreement.

This limitation of liability will apply whether CH2M HILL's liability arises under breach of contract or warranty; tort, including negligence; strict liability; statutory liability; or any other cause of action, and shall include CH2M HILL's officers, affiliated corporations, employees, and subcontractors.

9. Severability and Survival

If any of the provisions contained in this AGREEMENT are held illegal, invalid or unenforceable, the other provisions shall remain in full effect. Limitations of liability shall survive termination of this AGREEMENT for any cause.

10. No Third Party Beneficiaries

This AGREEMENT gives no rights or benefits to anyone other than CLIENT and CH2M HILL and has no third party beneficiaries except as provided in Provision 10.

11. Materials and Samples

Any items, substances, materials, or samples removed from the Project site for testing, analysis, or other evaluation will be returned to the Project site unless agreed to otherwise. CLIENT recognizes and agrees that CH2M HILL is acting as a bailee and at no time assumes title to said items, substances, materials, or samples. CLIENT recognizes that CH2M HILL assumes no risk and/or liability for a waste or hazardous waste site originated by other than CH2M HILL.

12. Assignments

Except to direct subsidiaries, neither party shall have the power to or will assign any of the duties or rights or any claim arising out of or related to this AGREEMENT, whether arising in tort, contract or otherwise, without the written consent of the other party. Any unauthorized assignment is void and unenforceable.

13. Integration

This AGREEMENT incorporates all previous communications and negotiations and constitutes the entire agreement of the parties. If CLIENT issues a Purchase Order in conjunction with performance of the Services, general or standard terms and conditions on the Purchase Order do not apply to this AGREEMENT.

14. Force Majeure

If performance of the Services is affected by causes beyond CH2M HILL's reasonable control, project schedule and compensation shall be equitably adjusted.

15. Dispute Resolution

The parties will use their best efforts to resolve amicably any dispute, including use of alternative dispute resolution options.

16. Changes

CLIENT may make or approve changes within the general Scope of Services in this AGREEMENT. If such changes affect CH2M HILL's cost of or time required for performance of the services, an equitable adjustment will be made through an amendment to this AGREEMENT.

17. Indemnification

CH2M HILL agrees to indemnify CLIENT from any claims, loss, cost, or expense claimed by third parties for property damage and bodily injury, including death, to the proportionate extent caused by the negligence or willful misconduct of CH2M HILL, its employees, affiliated corporations, officers, and subcontractors in connection with the PROJECT.

CLIENT agrees to indemnify CH2M HILL from any loss, cost, or expense claimed by third parties for property damage and bodily injury, including death, to the proportionate extent caused by the negligence or willful misconduct of CLIENT, its employees, or agents in connection with the PROJECT.

18. Reuse of PROJECT Documents

All reports, drawings, specifications, documents, and other deliverables of CH2M HILL, whether in hard copy or in electronic form, are instruments of service for this PROJECT, whether the PROJECT is completed or not.

CLIENT agrees to indemnify CH2M HILL and its officers, employees, subcontractors and affiliated corporations from all claims, damages, losses, and costs, including, but not limited to, litigation expenses and attorney's fees arising out of or related to the unauthorized reuse, change or alteration of these PROJECT documents.

19. Access to Facilities and Property

CLIENT will make its facilities accessible to CH2M HILL as required for CH2M HILL's performance of its services and will provide labor and safety equipment as required by CH2M HILL for such access. CLIENT will perform, at no cost to CH2M HILL, such tests of equipment, machinery, pipelines, and other components of CLIENT's facilities as may be required in connection with CH2M HILL's services.

20. Client-Furnished Data

CLIENT will provide to CH2M HILL all data in CLIENT's possession relating to CH2M HILL's services on the PROJECT. CH2M HILL will reasonably rely upon the accuracy, timeliness, and completeness of the information provided by CLIENT.

21. Ownership of Work Product and Inventions

All of the work product of CH2M HILL in executing the Services shall remain the property of CH2M HILL. CLIENT shall receive a perpetual, royalty-free, non-transferable, non-exclusive license to use the deliverables for the purpose for which they were intended. Any inventions, patents, copyrights, computer software, or other intellectual property developed during the course of, or as a result of, the Services shall remain the property of CH2M HILL.

22. Restrictions

The terms of this Agreement shall not be valid for remedial activities or construction services. Additional provisions may be negotiated as required for those services.



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November 8 2016

Mr. Steve Norcini
Director Public Works
Radnor Township
301 Iven Avenue
Wayne, PA 19087
Delivered via email: snorcini@radnor.org

Subject: Proposal for PAG-13 Stormwater Permit Support

Dear Steve,

Attached please find our proposal to support Radnor Township with the updated National Pollutant Discharge Elimination System (NPDES) municipal separate stormwater system (MS4) permit. Under this scope, CH2M will develop new GIS data and prepare mapping needs a required by DEP (Task 1). Under Task 2, CH2M proposes to prepare Notice of Intent (NOI) to renew the permit application, and the Pollutant Reduction Plan (PRP) for streams impaired due to sediment. The NOI and PRP are required to be delivered to DEP on or before September 16, 2017. CH2M proposes to perform this task order under our existing MS4 contract with the Township.

We appreciate your consideration in providing us this opportunity to offer our professional services to support the Township's stormwater program.

Sincerely,

Courtney Finneran
Project Manager

Jed Campbell
Vice President

Radnor Township Proposal for NPDES MS4 Support

Submitted August 9, 2016

Updated November 7, 2016

Prepared by:



Proposal for Radnor Township NPDES MS4 Support

PREPARED FOR: Steve Norcini, Director Public Works
CLIENT NAME/ADDRESS: Radnor Township, 301 Iven Avenue, Wayne, PA 19087
COPY TO: SWMAC; Board of Commissioners
DATE: August 9, 2016; Rev: 11/7/16

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Background and Program Needs

On June 3, 2016, Pennsylvania Department of Environmental Protection (DEP) released an updated General Permit for Stormwater Discharge (PAG-13) for municipalities with regulated small municipal separate storm sewer systems (MS4s) under the National Pollutant Discharge Elimination System (NPDES) program. Radnor Township currently has an existing NPDES MS4 Permit approved in 2013, and is required to obtain coverage under the new permit which will become effective on March 16, 2018.

As part of the existing and future MS4 Permit requirements, Radnor Township must meet Six Minimum Control Measures (MCMs). DEP outlines specific Best Management Practices (BMPs) within each MCM that must be met,

and DEP provides extremely detailed directions to assist municipalities in meeting the environmental mandate (see Attachment 1 -3800-PM-BPNPSM0100h "PAG-13 Appendix A Stormwater Management Program"). Radnor Township is extremely proactive having enacted a Stormwater Management Fee in order to raise revenue to fund their stormwater program, including capital projects that manage localized flooding and reduce the backlog of infrastructure needs. The Township has, however, deferred needed updates to their MS4 Program documentation and program requirements while they focus on capital projects. For example, in 2005 a Public Engagement and Outreach Plan was prepared, however, that plan is now inadequate for today's outreach needs given the role the Stormwater Management Advisory Committee (SWMAC) plays in public education and communication. The SWMAC and Township staff have determined that the Township and SWMAC will prepare and develop the required MCM documentation, and therefore, **CH2M will not assist Radnor Township with MCM compliance.**

The MS4 Permit authorizes Radnor Township to discharge stormwater to surface waters, all of which are listed as "impaired" according to DEP's latest Integrated Water Quality Monitoring and Assessment Report. In 2015, PADEP has prepared an MS4 Requirements Table (Table 1) which defines the specific requirements Radnor Township must undertake in order to remediate impaired waters under the forthcoming new permit. Municipalities with impaired streams for siltation or nutrients are required to submit a Pollutant Reduction Plan (PRP) to DEP by September 2017. PRPs must include specific locations, conceptual designs, and conceptual costs for all projects that the Township will construct over the next 5-years to meet the required reduction of sediment by 10% from existing calculated loads. According to Figure 1, PRP-required impaired streams cover approximately 80% of the Township, and include Gulph Creek, Ithan Creek, Meadowbrook Run, and main stem/downstream portions of Little Darby Creek.

PRP requirements were reviewed in order to prepare this proposal, including:

- [DEP MS4 Website](#) provides an Overview of the Permit/Program
- DEP document [3800-PM-BCW0100k](#) Pollutant Reduction Plan Instructions – Attachment 2 to this proposal
- PADEP held a PRP/Mapping training session in which CH2M and members of SWMAC attended.

Updated GIS-based mapping is a critical component to requirements in the updated MS4 Permit, specifically including mapping of existing constructed privately owned BMPs, stormwater outfalls and observation points, and drainage areas to BMPs and outfalls. CH2M proposes under Task 2 of this scope to update GIS data and prepare the updated stormwater system map. This step is necessary to be undertaken prior to the development of the PRP. CH2M proposes under Task 3 of this scope of work to prepare the Pollutant Reduction Plan on behalf of Radnor Township, and prepare the required Notice of Intent (NOI) application for the updated General Permit. Both of these documents have required public input components and are due in final format to DEP by September 2017.

Table 1.
MS4 Requirements Table (July 29, 2016) listing out the causes of stream impairment and permit required planning activity

				NPDES MS4 REQUIREMENT			
CAUSE(S) OF IMPAIRMENT				Pollution Control Measures (due to PADEP by 2019)		Pollutant Reduction Plans (due to PADEP by September 2017)	
Impaired Downstream Waters	Other Habitat Alterations, Water / Flow Variability	Water/Flow Variability	Cause Unknown	Appendix B Pathogens	Appendix C PCB	Appendix E Siltation	Appendix E Nutrients, Siltation
Abrahams Run		X	X		X		
Browns Run	X		X		X	X	
Camp Run		X	X		X		
Cobbs Creek	X		X	X	X	X	
Darby Creek	X		X		X	X	
Doom Run	X		X		X	X	
Finn Run	X		X		X	X	
Foxes Run	X		X		X	X	
Guiph Creek		X				X	
Hardings Run	X		X		X	X	
Ithan Creek	X		X		X	X	
Julip Run		X	X		X		
Kirks Run	X		X		X	X	
Little Darby Creek		X	X		X		
Meadowbrook Run	X		X		X	X	
Miles Run		X	X		X		
Mill Creek		X					X
Saw Mill Run		X	X		X		
Schuylkill River					X		
Valley Run	X		X		X	X	

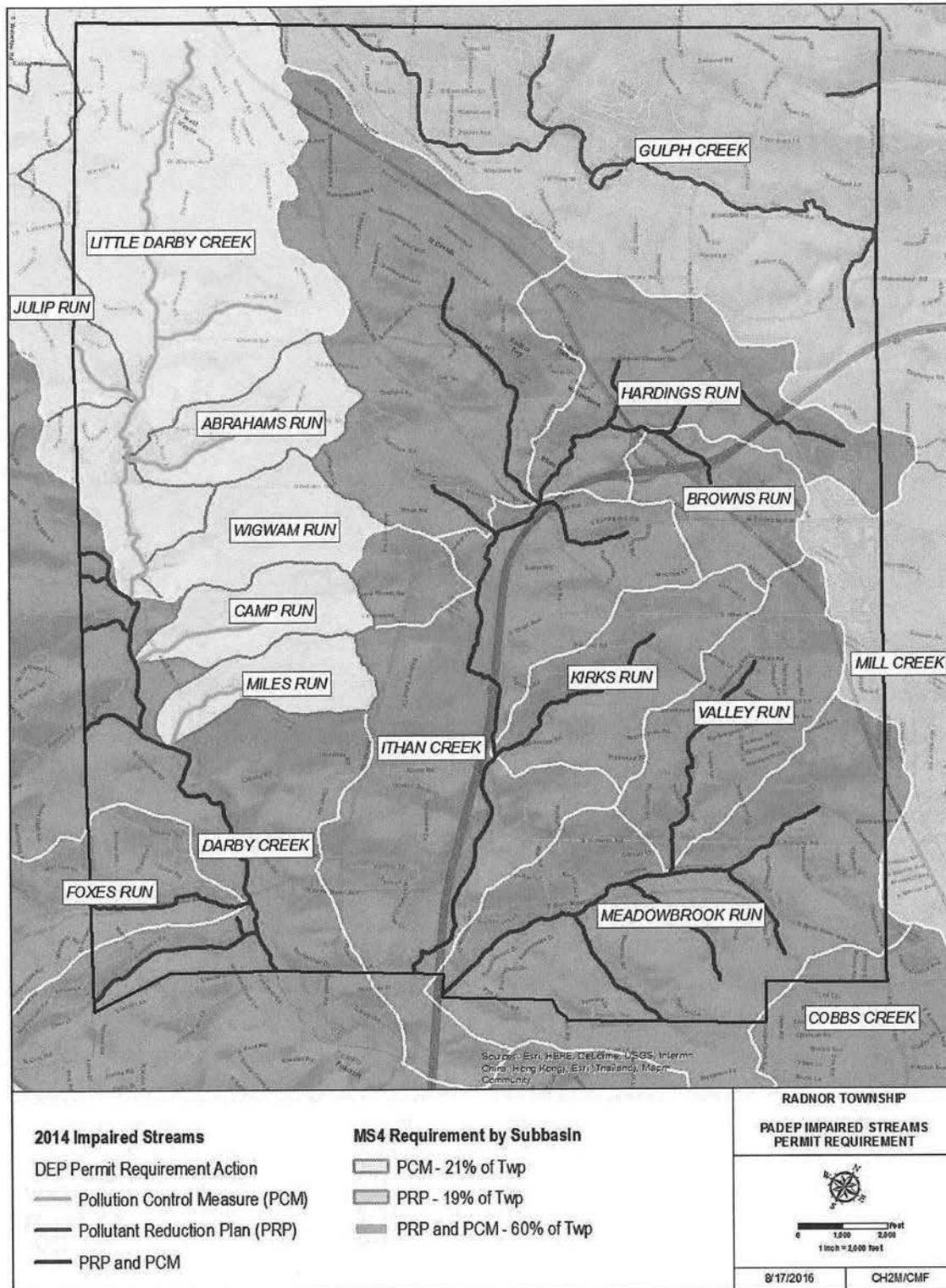


Figure 1
Radnor Township stream impairment status and associated permit requirements of DEP based on July 2016 MS4 Requirements Table

Six Minimum Control Measures (MCMs)

Attachment 1, 3800-PM-BPNPSM0100h PAG-13 Appendix A Stormwater Management Program, defines and describes the PADEP expected requirements for municipal compliance with the six MCMs. *Under this proposal, CH2M does not seek to provide any MCM support as the Township and SWMAC will lead MCM development.*

MCM #1: Public Education and Outreach on Stormwater Impacts

The SWMAC, with the Township support, will lead development of the requirements of MCM#1, specifically BMP#1, development of an updated Public Education and Outreach Program (PEOP) Plan, and BMP#2, develop list of target audience groups.

MCM #2: Public Involvement/Participation

The SWMAC, with the Township support, will develop the requirements of MCM#2, specifically BMP#1, development of the updated Public Involvement and Participation Program (PIPP) Plan.

MCM #3: Illicit Discharge Detection and Elimination Plan

Township staff, with SWMAC support, will develop the requirements of MCM#3, specifically BMP#1, the development of a written Illicit Discharge Detection and Elimination (IDD&E) Plan and BMP#4, conduct dry weather outfall field screening of all 260 outfalls at least two times before the permit expires in 2018.

MCM #4 Construction Site Stormwater Runoff Control

The Township is in compliance with this MCM, and no additional activity is required by the Township.

MCM #5 Post Construction Stormwater Management in New and Redevelopment Activities

Township staff, with SWMAC support, will develop the requirements of MCM#5.

MCM #6: Operations & Maintenance Program Manual

Township staff, with SWMAC support, will develop the requirements of MCM#6, specifically BMP#2, preparation of a written manual for Municipal Operations, Facilities, and Activities, and BMP#3, development and implementation of an employee training program on pollution prevention for all public works staff.

Scope of Work

CH2M proposes to provide the following services to Radnor Township:

Task 1. Create New Data and Prepare Updated Stormwater System Map

Under the Stormwater Program Administrator (SPA) contract, CH2M was hired to, among other things, convert Radnor Township MapInfo files of the stormwater system into a modern GIS format, and this task has successfully been completed with data now residing on GIS database servers at the Township. Under previous MS4 Reporting contract, CH2M prepared the Stormwater System Map (Figure 2) using the upgraded MapInfo files to prepare the map; however, CH2M did not create any new stormwater data (ex. updating inlets, pipes, swales, etc.). Under the Township Flood Modeling study contract, CH2M created new GIS stormwater data (inlets, pipes, manholes, outfalls, and some BMP locations) for approximately 20% of the Township to support modeling needs. This data was created after the development of the MS4 Stormwater Map, and will be reconciled (i.e. merged into) with the existing MapInfo data under the separate SPA contract/budget in 2016/2017.

DEP's specific guidance on mapping requirements for the Notice of Intent (NOI) was referenced in preparation of this scope, and is copied below (see page 7 of 3800-PM-BCW0100a NOI Instructions (Final).pdf):

Map(s). MS4s that have existing NPDES permit coverage and were required in a previous permit term to develop map(s) in accordance with Minimum Control Measure (MCM) #3 must submit the map(s) as an

attachment to the NOI. The map(s) should depict the following: 1) the location of all MS4 outfalls and observation points (i.e., locations where outfall field screening will be performed under MCM #3 if the outfall is considered to be inaccessible); 2) the locations and names of all surface waters that receive discharges from those outfalls; 3) the entire storm sewer collection system, including roads, inlets, piping, swales, catch basins, channels, basins, and any other features of the storm sewer system; and 4) municipal boundaries and urbanized area boundaries. The map(s) must be submitted in hard copy format unless DEP advises the applicant that it can accept map(s) in electronic format. The map(s) must be at a scale adequate that would allow DEP to locate the MS4 outfalls in the field.

To clarify, the term “entire storm sewer collection system” means the entire system that the MS4 permittee owns or operates to collect and convey stormwater from publicly-owned property in the urbanized area to surface waters. The system therefore includes both publicly-owned components (e.g., publicly-owned streets, ditches, swales, inlets and piping systems) and, where applicable, privately-owned components (e.g., conveyances or best management practices on private property that are connected to upstream publicly-owned components, within the permittee’s jurisdiction).

DEP’s specific guidance on mapping requirements for the Pollutant Reduction Plan (PRP) was referenced in preparation of this scope, and is listed below (see page 3 of 11-3800-PM-BCW0100k PRP Instructions (Final).pdf):

Map. Attach a map that identifies **land uses and/or impervious/pervious surfaces** and the **storm sewershed boundary** associated with each MS4 outfall that discharges to impaired surface waters, or surface waters draining to the Chesapeake Bay (see note below), and calculate the storm sewershed area that is subject to Appendix D and/or Appendix E. In addition, the map must identify the proposed location(s) of structural BMP(s) that will be implemented to achieve the required pollutant load reductions.

The map may be the same as that used to satisfy MCM #3 of the PAG-13 General Permit, with the addition of land use and/or impervious/pervious surfaces, the storm sewershed boundary, and locations of proposed BMPs, or may be a different map.

The map must be sufficiently detailed to identify the “planning area” relevant to satisfying the requirements of Appendix D and/or Appendix E, and to demonstrate that BMPs will be located in appropriate storm sewersheds to meet the requirements. For a single MS4, the study area constitutes the combined storm sewersheds of all MS4 outfalls within the permittee’s jurisdiction. For MS4s participating in a joint PRP, the study area constitutes the combined sewersheds of all MS4 outfalls within the jurisdictions of all MS4s in the joint effort.

NOTE – Delineation of storm sewersheds associated with individual MS4 outfalls is typically necessary in order to determine the combined storm sewershed (i.e., planning area, the drainage areas of all MS4 outfalls that discharge to a specific surface water or to waters within the Chesapeake Bay watershed). The MS4 may display the storm sewershed for each MS4 outfall or just the combined storm sewershed, at its discretion. In cases where there are no local surface water impairments but the entire municipality is located in the Chesapeake Bay watershed, the map can display the entire storm sewershed within the municipality, without distinction between discharges to various local surface waters. In addition, a municipality entirely within the Chesapeake Bay watershed with no local surface water impairments may elect to consider the entire municipality as part of the storm sewershed, and calculate existing loading from the entire municipality.

Under Task 1, CH2M will gather and/or develop new GIS layers as required to prepare the NOI and PRP including:

- Ditches, swales, channels, basins,
- Impervious area, land use, urbanized area boundaries
- Outfalls, observation points
- Storm sewersheds

After discussion with the Township and SWMAC during proposal development phase, it was determined that the lowest cost method to prepare the regulatory required PRP was to ignore all privately constructed BMPs and

therefore not parse out existing load reduction provided by constructed BMPs. This will likely have some negative consequences because the pollutant load baseline or “bar” from which the Township has to reduce 10% over 5 years will be set artificially high. As a result, more stormwater projects will need to be developed in order to meet the 10% reduction of sediment over 5 years for the PRP-impaired streams. **CH2M proposes to use impervious area and land-use based means to determine existing pollutant loading baseline and will not develop more realistic loads using existing BMPs.** It is possible that the Township could determine at a later date that some larger, more recent projects could be incorporated into the existing pollutant loading analysis to provide meaningful reductions. At that time and at the request of the Township, CH2M will prepare a separate scope and budget to support an analysis of existing built stormwater projects which may reduce the Township’s baseline load.

1A. Outfall Sewershed Delineation

DEP now requires delineation of the storm sewersheds to all outfalls discharging to impaired surface waters. Under Task 2 for the PRP, sewersheds will be intersected with land use and impervious surfaces to calculate the existing sediment load at the sewershed level. Radnor has approximately 260 documented outfalls, the majority of which are not geospatially accurate (they are usually between 100-1,000+ feet off from their actual location). CH2M will perform geospatial analyses utilizing built-in ESRI extensions including the ArchHydro toolset, in order to efficiently update the outfall locations (for example, snapping features along the Flow Accumulation path) and automatically delineate the drainage area to each outfall. Once the outfalls are located correctly, they will be classified as outfalls or observation points, per DEP requirements.

Assumptions: For this budget estimate, CH2M assumes all 260 outfalls will be analyzed. CH2M will not digitize outfall locations off final subdivision or construction plans, and will not undertake a field survey of the outfalls.

1B. Develop new stormwater GIS data

Under this task, CH2M will create new GIS data as required by DEP, including ditches, swales, channels, and basins. Additionally, the new permit requires that the stormwater system components be classified by ownership. Currently the Township does not have this information embedded within the data, so CH2M will update system ownership information under this Task.

Existing data will be compiled and organized, including urbanized areas, sewershed/outfall drainage areas generated in subtask 1A, contours, roadways, impervious area, and land use. A detailed stormwater system map is required by PADEP for the PRP, and an example prepared by DEP is provided in Attachment 3. CH2M will use this as a guide for activity under this task.

1C. Compile existing data and prepare updated Stormwater System Map

CH2M will compile the newly developed and existing data and develop a township-wide map to support the new MS4 Permit requirements and the development of the PRP. The map will be prepared in 2 formats: 1) electronic PDF format for posting to the Township’s Stormwater Program MS4 webpage, and 2) large hardcopy poster for display in the Township Building lobby.

Task 1 Deliverables:

All newly created or compiled GIS data including:

- Updated stormwater outfalls and observation points; drainage areas to each outfall (i.e. storm sewersheds)
- Ditches, swales, channels, and/or basins
- Existing system features (Pipes, inlets, and manholes) classified by ownership
- Impervious area, land use, and urbanized area boundaries

Newly updated stormwater mapping, including:

- Electronic version (PDF) Stormwater System Map
- Hardcopy poster Stormwater System Map

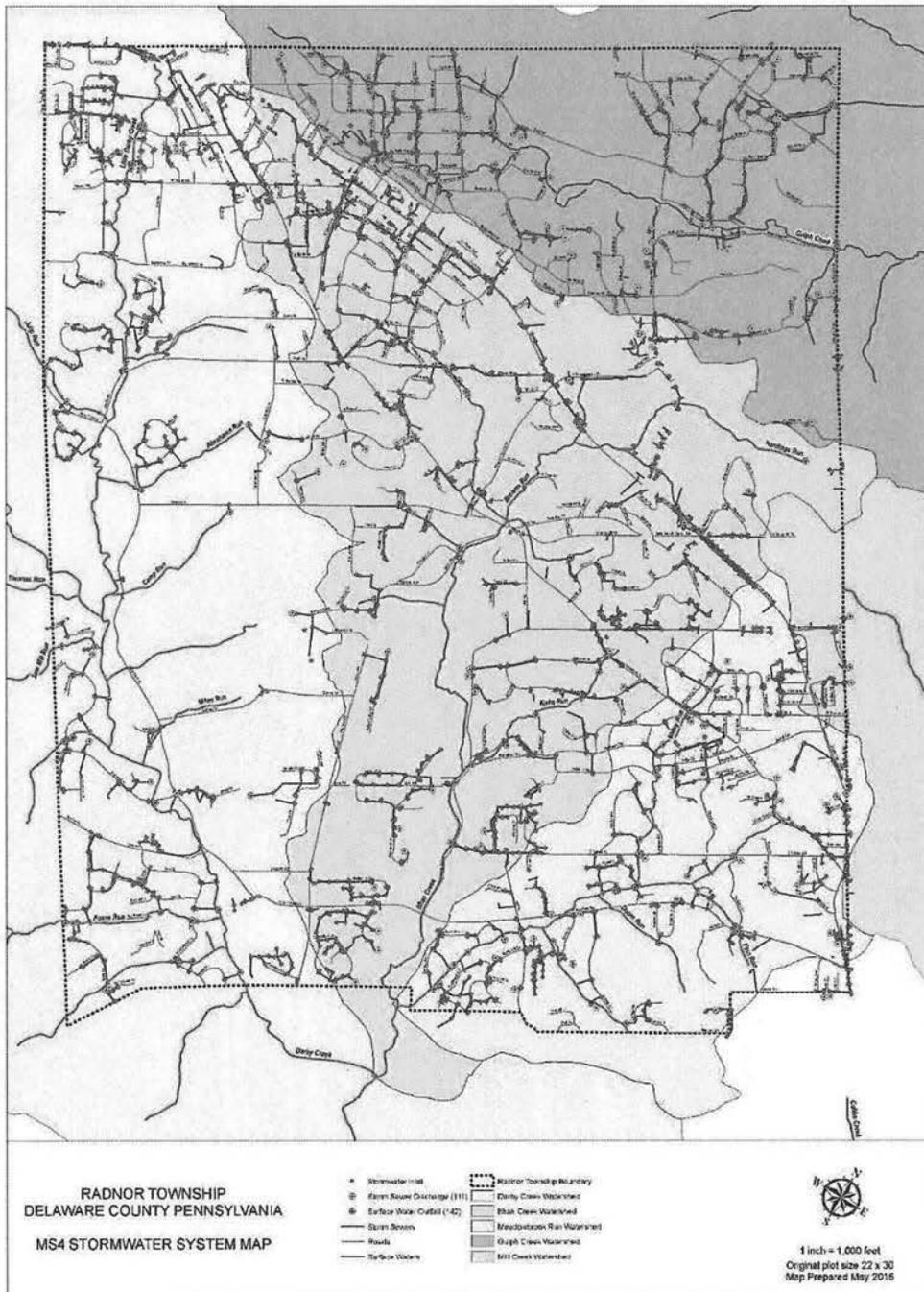


Figure 2
Radnor Township MS4 Stormwater System Map included with May 2016 Annual Report to DEP

Task 2. Prepare of the Notice of Intent (NOI) to renew and the Pollutant Reduction Plan

2A. Prepare Notice of Intent

CH2M will prepare the Notice of Intent (NOI) Checklist and the NOI application on behalf of Radnor Township. Both files are provided in Attachment 4 3800-PM-BCW0100b – Notice of Intent.pdf.

Deliverables:

- Notice of Intent Checklist
- Notice of Intent Application

2B. Prepare the Pollutant Reduction Plan (PRP)

Under the new PAG-13 permit, Radnor Township is obligated to develop PRPs for those streams impaired due to sediment/siltation. As identified in Table 1 and Figure 1, the planning area for the PRP includes 14 waterways covering approximately 80% of the Township.

A PRP is a planning document which guides the selection and implementation of specific BMPs/stormwater projects (either new construction or retrofits) that reduce pollutants entering surface waters. The targeted goal is a 10% reduction of sediment from existing loading, to be implemented over 5 years. Attachment 2 (3800-PM-BCW0100k "Pollutant Reduction Plan Instructions") provides the detailed directions from DEP for preparing the PRP.

1. Public Participation

CH2M will develop all technical materials and coordinate with the SWMAC to plan for two public meetings during the PRP planning process. The goal of the public meetings is to elicit comments on the PRP and update accordingly. CH2M will prepare and present the draft PRP using a PowerPoint presentation. CH2M will prepare one large poster depicting the draft projects. CH2M will summarize all public participation comments in a memo that will be incorporated into the final PRP document.

Deliverables:

- One public meeting to elicit ideas for proposed PRP projects, PowerPoint, and poster
- A second public meeting to present the draft PRP, PowerPoint, and poster
- Meeting summary for incorporating into the final PRP document

2. Prepare Map Books for each impaired stream

CH2M will prepare up to 14 sub-basin maps (one map per impaired waterway) following DEP guidelines. Each map will show the stormwater system elements prepared under Task 1, as well as the proposed PRP projects locations. Drainage areas to each proposed PRP project, developed under 2B.4, will also be shown on the maps.

Deliverables:

- 14 maps, one for each impaired waterway, per the DEP guidelines

3. Determine Existing Loadings for Pollutants of Concern

The pollutant of concern in Radnor Township is siltation/sedimentation for all but one subbasin (which includes nutrients as well as siltation). CH2M will use GIS data prepared under Task 1 to describe, define and map any potential source locations of sedimentation. CH2M will follow DEP's simplified method (based on land use and impervious area) to: a) calculate the existing loading of the pollutant(s) of concern in lbs/year at the sewershed scale; b) calculate the minimum reduction in loading, in lbs/year at the sewershed scale; and c) summarize in

tabular format. At this time, the Township has elected to not map and calculate loading reductions associated with existing private BMPs; therefore, the sediment reduction associated with previously constructed projects will not be used to reduce the existing load baseline.

Deliverable:

- List of existing sediment loads calculated at the sewershed scale for all PRP subbasins.
- Technical memo to summarize the analysis and results, to be incorporated into the PRP.

4. Select BMPs to Achieve the Minimum Required Reductions in Pollutant Loading

Under this subtask, CH2M will work with Township staff, SWMAC, and the public to identify specific locations for BMP projects that will meet the calculated 10% reduction in pollutant loading over 5 years. DEP requires that these BMPs must be located within the storm sewersheds of the applicable impaired waters, on either public or private property.

DEP guidance states that the final project list and map must include projects that the Township is committed to constructing, or must include projects the Township is aware will be constructed by others. Therefore, this task will include meeting with the Township and SWMAC to account for any private known redevelopment project. CH2M will include all previously approved projects identified under separate Township Flood Modeling Study contract in this analysis, which provides cost efficiencies to this proposal.

Once the BMP projects are identified, the drainage area to each will be delineated in GIS and the pollutant loading reduction will be calculated using BMP effectiveness values contained within DEP's BMP Effectiveness Values document. This information will be summarized in a tabular format.

Assumptions: Since the locations and number of BMP projects needed to reduce sediment loads is unknown at the time of proposal preparation, *CH2M has assumed a maximum of 25 new projects will be conceptually developed throughout the impaired subbasins.* Should it be determined that more projects are needed, CH2M will prepare additional scope and budget at the request of the Township. Should it be determined that less projects are needed, CH2M will not charge the Township for the remaining budget estimated to perform the task.

Deliverables:

- Table listing proposed BMP projects and the pollutant reduction associated with each project
- Map showing location of proposed BMP projects
- Technical memo to summarize the analysis and results, to be incorporated into the final PRP document.

5. Identify Funding Mechanism

CH2M will prepare conceptual-level (class 4) cost estimates for BMP projects documented in 2B.4. CH2M will prepare a technical memo to summarize the costs analysis and funding mechanisms.

Deliverables:

- List of proposed BMP projects and Class-4 costs for each project
- Brief technical memo to summarize the, to be incorporated into the PRP.

6. Identify Responsible Parties for Operation and Maintenance (O&M) of BMPs.

Under this subtask, CH2M will prepare an O&M Plan for proposed BMP projects that will include the responsible parties, the specific recommended O&M activities and the frequency at which O&M activities will occur. CH2M will include standard operating procedures that are organized by BMP type.

Deliverables:

- List of proposed O&M activities associated with categories of BMP projects
- Brief technical memo to summarize the, to be incorporated into the PRP.

General Assumptions

CH2M will reasonably rely upon the accuracy, timeliness, and completeness of any data provided by Radnor Township or other third parties.

Attachments

Attachment 1 – PAG-13 Appendix A Stormwater Management Program

Attachment 2 – Pollutant Reduction Plan Instructions

Attachment 3 – DEP Model MS4 Map

Attachment 4 – Notice of Intent

Project Schedule

The schedule shown below shows the proposed activities concluding by September 2017 in order to align with the PADEP deadline for submittal of the NOI and PRP and all supporting documentation.

Table 2.
Proposed Schedule for PAG-13 NPDES MS4 Support

		2017								
		JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP
TASK 1	1A. Outfall Sewershed Delineation									
	1B. Develop new stormwater GIS data									
	1C. Compile existing data and prepare updated Stormwater System Map									
TASK 2	2A. Prepare Notice of Intent (checklist)									
	2A. Prepare Notice of Intent (application)									
	2B. Prepare Pollutant Reduction Plan						Draft		Final	
	2B. Public Participation (2 Meetings, dates shown are approximate)						Mtg 1		Mtg 2	

Compensation

Table 3 provides the proposed budget for this proposal. Work performed for all CH2M employees, with the exception of Daniel Wible, is at a 2.9 multiplier. Reimbursement for CH2M activity will be on a time and material basis, with the fee not to exceed what is shown in Table 3. Should CH2M show remaining budget at the conclusion of the task, the budget will not be spent until approval from Township staff.

Table 3.

Proposed Budget for PAG-13 NPDES MS4 Support

Proposed Budget			
Project Number	Task Number / Task Description	Hours	CH2M Labor Cost
08.33.02	Task 1 - Create New Data and Prepare Updated Stormwater System Map	146	\$17,296
08.33.03	Task 2 - Prepare of the Notice of Intent and Pollutant Reduction Plan	508	\$65,090
08.EX	Expenses		\$500
TOTAL		654	\$82,886

RESOLUTION NO. 2017-24
A RESOLUTION OF RADNOR TOWNSHIP, DELAWARE
COUNTY, PENNSYLVANIA, AUTHORIZING THE
ENGINEERING DEPARTMENT TO ISSUE A
REQUEST FOR PROPOSALS FOR THE MAPLEWOOD
OUTFALL DESIGN

WHEREAS, the Township's storm sewer outfall at 557 Maplewood Road has created a safety hazard in the form of an eroded swale

WHEREAS, the services of a qualified engineering firm are requested to perform these tasks design tasks

WHEREAS, the Stormwater Management Advisory Committee recommends the issuance of a Request For Proposal to three qualified firms for this design task

NOW, THEREFORE, be it *RESOLVED* by the Board of Commissioners of Radnor Township does hereby Authorize the Engineering Department to Issue a Request for Proposals to Three Qualified Engineering Firms For the Maplewood Outfall Design

SO RESOLVED this 13th day of February, A.D., 2017

RADNOR TOWNSHIP

By: _____

Name: Elaine P. Schaefer
Title: President

ATTEST: _____

Robert A. Zienkowski
Manager/Secretary

Radnor Township

PROPOSED MOTION

DATE: February 6, 2017

TO: Radnor Township Board of Commissioners

FROM: Stephen F. Norcini, P.E., Director of Public Works *SN*

CC: Robert A. Zienkowski, Township Manager

LEGISLATION: **Resolution #2017-24:** Authorization to Issue a Request for Proposals for the Design of the Maplewood Storm Sewer Outfall

LEGISLATIVE HISTORY: This project has not been previously before the Board of Commissioners



PURPOSE AND EXPLANATION: A portion of the Township's storm sewer discharges at the rear of a property at 575 Maplewood Road. This discharge, or outfall, has created a hazardous condition in the form of a deep, eroded swale. This swale begins on private property and then runs into the Township's Odorisio Park. I was originally contacted by residents who had safety concerns with this swale. This issue was brought to the Stormwater Management Advisory Committee (SWMAC) in 2015 and 2016. I had noted to the SWMAC that to reduce the timeline, I recommend that I prepare an RFP and solicit proposals from two or three known, qualified firms. My recommendation to SWMAC on the scope of the proposal was:

1. Have the selected firm provide three options to address the swale (these can be numerous: volume reduction on Maplewood, lined swale, vegetated swale, fore bays, piping, or various portions of the swale can be addressed differently, etc. I do recommend that the portion directly at the outfall be piped).
2. Each option will be provided with a full cost estimate for design (by the successful firm), as well as the Engineer's estimated cost for construction (to include design documents, permitting, specifications, estimated hours of inspections, easements required). This cost estimate is to include a C/B analysis.
3. With the aforementioned tasks completed, this information can be used to make an informed decision. The three options would then be vetted, and a final version be chosen by the Board of Commissioners.

If so approved by the Board of Commissioners, the project would have to be fit into the budget (it is currently slated for 2021 in the budget recommended by SWMAC). I recommend that we solicit proposals from McCormick Taylor, Meliora Design, and Borton-Lawson. All three firms are well qualified, and I believe each will provide a different perspective on the project.

The Stormwater Management Advisory Committee has provided a memorandum (enclosed) on this subject, requesting the Board of Commissioners approve the resolution.

IMPLEMENTATION SCHEDULE: Pending Board approval, we plan to move forward ASAP.

FISCAL IMPACT: For the solicitation of proposals, there is no fiscal impact.

RECOMMENDED ACTION: *I respectfully request the Board of Commissioners Authorize the issuance of a Request for Proposal for the Design of the Maplewood Storm Sewer Outfall.*

Enclosure: Stormwater Management Advisory Committee Memorandum dated February 9th, 2017

MEMORANDUM SWMAC-2017 -02

TO: RADNOR TOWNSHIP BOARD OF COMMISSIONERS
FROM: STORMWATER MANAGEMENT ADVISORY COMMITTEE (SWMAC)
SUBJECT: SWMAC RECOMMENDATION – RFP FOR MAPLEWOOD OUTFALL PROJECT
DATE: FEBRUARY 9, 2017
CC: FILE

The Maplewood Outfall Project is a repair project near Odorisio Park involving a Township storm sewer pipe outfall into a swale. The swale, which runs through a residential area, has significant erosion issues. The swale condition will continue to deteriorate until repair/remedial work is performed for the outfall, the swale or both.

The Maplewood Outfall Project currently appears on the SWMAC budget as a pending repair after 2021. However, it has come to the attention of SWMAC that the project may warrant a higher priority. As a first step toward addressing the Maplewood Outfall, potential repair options need to be identified. Therefore, SWMAC is recommending to the Board of Commissioners (BoC) that Steven Norcini be authorized to put out an RFP to select firms (of his choosing) for three conceptual repair options with estimated costs for design and construction.

SWMAC requests that the BoC authorize Steven Norcini to request proposals from select firms at the BoC's February 13, 2017 meeting.



**RESOLUTION NO. 2017- 26
RADNOR TOWNSHIP**

**A RESOLUTION OF RADNOR TOWNSHIP, DELAWARE COUNTY,
PENNSYLVANIA, APPROVING THE PRELIMINARY/FINAL
SUBDIVISION PLAN APPROVAL FOR 12 WELWYN ROAD**

WHEREAS, Coppock Properties, LLC (“Applicant”) submitted a Preliminary/Final Land Development Plan to amend the approved 1998 plan for the property located at 12 Welwyn Road Wayne, Pennsylvania 19087, in the Township’s AC Zoning District (“Property”); and

WHEREAS, the Radnor Township Planning Commission and Delaware Planning Commission have reviewed the Preliminary/Final Plan submissions of Coppock Properties, LLC; and

WHEREAS, the Board of Commissioners of Radnor Township now intends to approve the Preliminary/Final Plans of Coppock, prepared by Site Engineering Concepts, LLC.

NOW, THEREFORE, be it hereby **RESOLVED** that the Radnor Township Board of Commissioners does hereby approve the Preliminary/Final Land Development Plans of Site Engineering Concepts, LLC, consisting of four (4) sheets, dated October 17, 2016, and last revised December 12, 2016, subject to the following Preliminary/Final Plan approval conditions:

1. Compliance with correspondence of Gannett Fleming dated January 17, 2017, a copy of which is attached hereto and incorporated herein as **Exhibit “A”**.
2. The Applicant shall comply with all other applicable Ordinances with respect to sewage, stormwater management, zoning building code, and all county, state, federal rules and regulations and statutes.
3. The Applicant shall execute a Shared Private Road Maintenance Agreement in a form and manner to be approved by the Township Solicitor.
4. Prior to construction the Applicant shall video tape the existing Welwyn Road from its intersection with West Wayne Road to the end of its present location. If directed by the Township, the Applicant shall repair and/or repave the existing Welwyn Road, including the existing curbing upon completion of construction of Applicant’s project. The question of whether to repair and/or repave and the extent of improvements shall be in the sole discretion of the Township.
5. The Applicant shall execute a Stormwater Management Agreement and a Development/Financial Security Agreement in a form and manner to be approved by the Township Solicitor.

6. In addition to the foregoing conditions of Preliminary/Final plan approval, the following Subdivision and Land Development Ordinance waivers are approved:

a. Section 255-22.B(1)(K) waiving the requirement for the existing principal buildings and their respective uses and driveways on the adjacent peripheral strip; sewer lines, storm drains, culverts, bridges, utility easements, quarries, railroads and other significant man-made features within 500 feet of and within the site.

b. Section 255-27.C(1) waiving the requirements as to streets right-of-way.

SO RESOLVED, at a duly convened meeting of the Board of Commissioners of Radnor Township conducted on this 13th day of February, 2017.

RADNOR TOWNSHIP

By: _____

Name: Elaine P. Schaefer

Title: President

ATTEST: _____



Excellence Delivered As Promised

Date: January 17, 2017

To: Radnor Township Board of Commissioners

From: Roger Phillips, PE

cc: Robert Zienkowski – Township Manager
Stephen Norcini, P.E. – Director of Public Works
Kevin W. Kochanski, RLA, CZO – Director of Community Development
John Rice, Esq – Grim, Biehn, and Thatcher
Amy Kaminski, PE – Gilmore and Assoc.
Steve Gabriel - Rettew

RE: 12 Welwyn Road – Preliminary/Final Subdivision Plan
Coppock Properties, LLC. – Applicant

Date Accepted: November 7, 2016
90 Day Review: February 5, 2017

Gannett Fleming, Inc. has completed a review of the Preliminary/Final Subdivision Plans for compliance with the Radnor Township Code. These Plans was reviewed for conformance with Zoning, Subdivision and Land Development, and other applicable codes of the Township of Radnor.

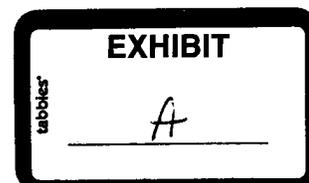
The applicant is proposing to amend the approved 1988 plan. The approved plan proposed a cul-de-sac turnaround as well as a stormwater pipe that would discharge offsite. The proposed amendment to the plan proposes a common driveway instead of the cul-de-sac and an onsite infiltration bed. This project is located in the AC zoning district of the Township.

Preliminary Subdivision Plans – 12 Welwyn Road

Plans Prepared By: Site Engineering Concepts, LLC
Dated: 10/17/2016 and last revised 12/23/2016

I. Subdivision and Land Development

1. §255.22.B(1)(k) – Existing principal buildings and their respective uses, and driveways on the adjacent peripheral strip; sewer lines, storm drains, culverts, bridges, utility easements, quarries, railroads and other significant man-made features within 500 feet of and within the site (this includes properties across streets). The applicant has requested a waiver from this requirement.



2. §255.27.C(1) – Welwyn Road is a private road and is shown on the plan with a 40 foot right of way. Local streets must have a right-of-way of 60 feet and cartway of 28 feet. The applicant has requested a waiver from this requirement.
3. §255-54.B – The central water system should be designed with adequate capacity and appropriately spaced fire hydrants for fire-fighting purposes pursuant to the specification of the National Fire Protection Association. A fire hydrant has been added to the plans, but must be extended towards the turnaround area as shown on the attached sketch.

II. Stormwater

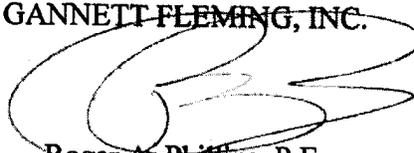
1. Final approval of the stormwater management plan for Lots 1, 2 and 3 will be required as part of the Grading Permit process. Any revisions to the size or location of the individual structures or other features will be addressed at that time.

The applicant appeared before the Planning Commission on January 3, 2017. The Planning Commission recommended approval of the preliminary/final plans and waivers conditioned on the applicant complying with all staff comments.

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

Very truly yours,

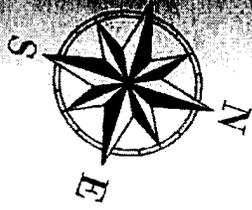
GANNETT FLEMING, INC.



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



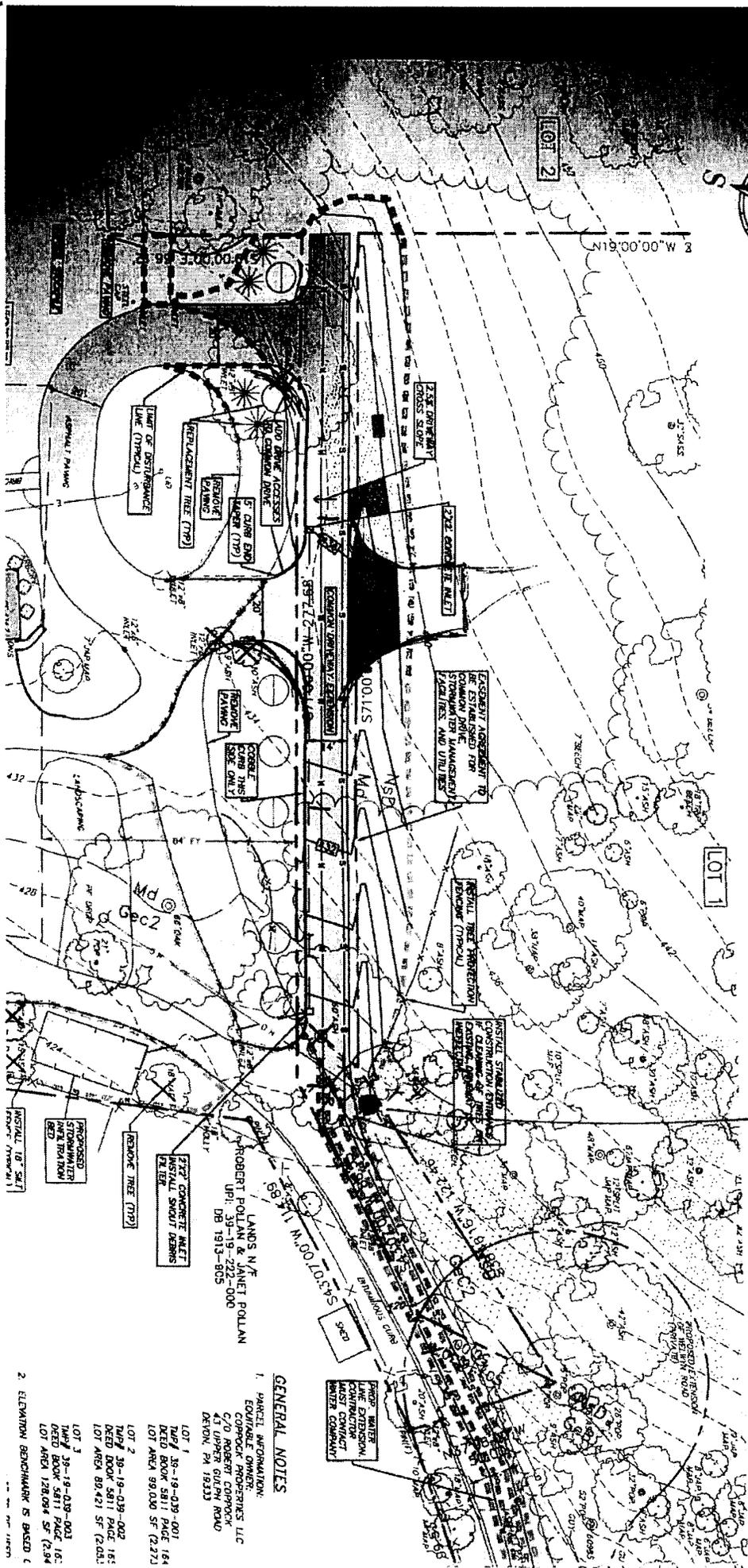
LOOK & GREATER)



PROPOSED NORWAY SPRUCE

TREE REPLACEMENT

- TOTAL TREES TO BE REMOVED = 7 TREES
- TOTAL ALLOWED TREES TO BE REMOVED PER PROPERTY PER YEAR = 5 REPLACEMENTS REQUIRED FOR 2 TREES (THE 2 HERITAGE TREES)
- HERITAGE TREE REMOVAL/REPLACEMENT
- HERITAGE TREES TO BE REMOVED = 2 INCLUDING 1 LARGE CANOPY TREES
- REMOVED REPLACEMENT TREES = 12 INCLUDING 8 LARGE CANOPY TREES
- PROPOSED = 12, INCLUDING 8 LARGE CANOPY TREES
- * TREES ARE AND MUST BE FROM TOWNSHIP APPROVED LIST OF TREES
- TREES MUST BE 2'-2.5" MIN DBH



Fire Hydrant

GENERAL NOTES

1. PARCEL INFORMATION:
 EOOD/ABLE DRIVE
 C/O ROBERT COPPINS LLC
 43 UPPER GLENH ROAD
 DENVER, PA 19333
2. ELEVATION BENCHMARK IS BASED ON:
 LOT 1
 TWP 18-19-039-001
 DEED BOOK 5811 PAGE 164
 LOT AREA 99,030 SF (2,272)
 LOT 2
 TWP 18-19-039-002
 DEED BOOK 5811 PAGE 165
 LOT AREA 80,421 SF (2,021)
 LOT 3
 TWP 18-19-039-003
 DEED BOOK 5811 PAGE 166
 LOT AREA 128,084 SF (2,844)

PER INTERNAL LOT DEFINITION FRONT SETBACK



Excellence Delivered As Promised

Date: January 17, 2017

To: Radnor Township Board of Commissioners

From: Roger Phillips, PE

cc: Robert Zienkowski – Township Manager
Stephen Norcini, P.E. – Director of Public Works
Kevin W. Kochanski, RLA, CZO – Director of Community Development
John Rice, Esq – Grim, Biehn, and Thatcher
Amy Kaminski, PE – Gilmore and Assoc.
Steve Gabriel - Rettew

RE: 12 Welwyn Road – Preliminary/Final Subdivision Plan
Coppock Properties, LLC. – Applicant

Date Accepted: November 7, 2016

90 Day Review: February 5, 2017

Gannett Fleming, Inc. has completed a review of the Preliminary/Final Subdivision Plans for compliance with the Radnor Township Code. These Plans was reviewed for conformance with Zoning, Subdivision and Land Development, and other applicable codes of the Township of Radnor.

The applicant is proposing to amend the approved 1988 plan. The approved plan proposed a cul-de-sac turnaround as well as a stormwater pipe that would discharge offsite. The proposed amendment to the plan proposes a common driveway instead of the cul-de-sac and an onsite infiltration bed. This project is located in the AC zoning district of the Township.

Preliminary Subdivision Plans – 12 Welwyn Road

Plans Prepared By: Site Engineering Concepts, LLC

Dated: 10/17/2016 and last revised 12/23/2016

I. Subdivision and Land Development

1. §255.22.B(1)(k) – Existing principal buildings and their respective uses, and driveways on the adjacent peripheral strip; sewer lines, storm drains, culverts, bridges, utility easements, quarries, railroads and other significant man-made features within 500 feet of and within the site (this includes properties across streets). The applicant has requested a waiver from this requirement.



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II. Stormwater

1. Final approval of the stormwater management plan for Lots 1, 2 and 3 will be required as part of the Grading Permit process. Any revisions to the size or location of the individual structures or other features will be addressed at that time.

The applicant appeared before the Planning Commission on January 3, 2017. The Planning Commission recommended approval of the preliminary/final plans and waivers conditioned on the applicant complying with all staff comments.

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

Very truly yours,

GANNETT FLEMING, INC.



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

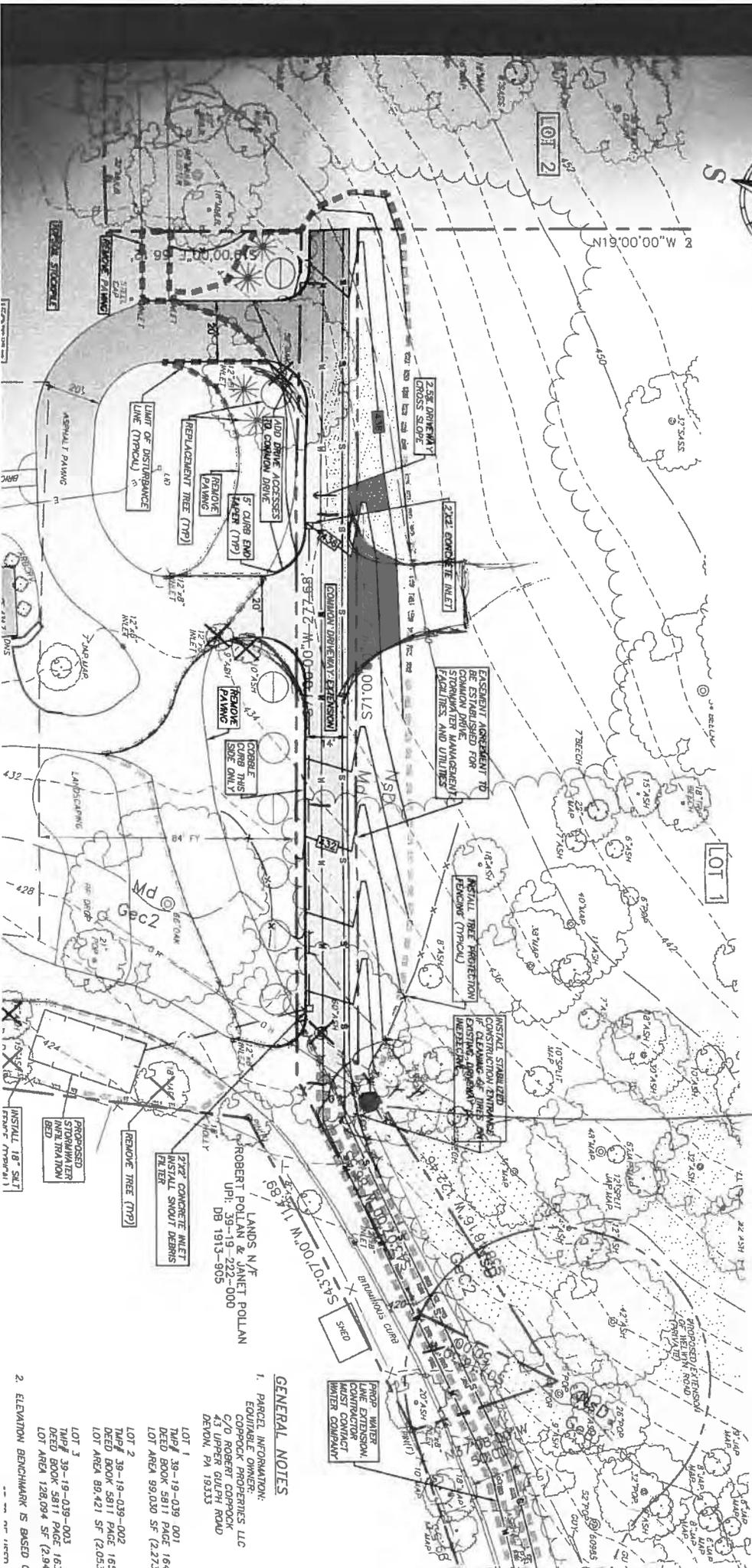
SPRUCES (20% & GREATER)



PROPOSED NORWAY SPRUCE

TREE REPLACEMENT

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- REQUIRED REPLACEMENT TREES = 12, INCLUDING 8 LARGE CANOPY TREES PROPOSED = 12, INCLUDING 8 LARGE CANOPY TREES
- TREES ARE AND MUST BE FROM TOWNSHIP APPROVED LIST OF TREES
- TREES MUST BE 2"-2.5" MIN DBH



Fire Hydrant

LANDS N/E
ROBERT POLLAN & JANET POLLAN
UPI: 39-19-222-000
DB 1913-905

GENERAL NOTES

1. PARCEL INFORMATION:
EQUITABLE OWNER:
C/O ROBERT COPPOCK
43 UPPER GULPH ROAD
DEVON, PA 19333
2. ELEVATION BENCHMARK IS BASED ON

PER INTERIOR LOT DEFINITION, FRONT SETBACK



DELAWARE COUNTY PLANNING COMMISSION

COURT HOUSE/GOVERNMENT CENTER
201 W. Front St. Media, PA 19063

COUNCIL
MARIO J. CIVERA, JR.
CHAIRMAN
COLLEEN F. MORRONE
VICE CHAIRMAN
JOHN P. McBLAIN
DAVID J. WHITE
MICHAEL F. CULP

Office Location: Toal Building, 2nd & Orange Sts., Media, PA 19063
Phone: (610) 891-5200 FAX: (610) 891-5203
E-mail: planning_department@co.delaware.pa.us

PLANNING COMMISSION
WILLIAM C. PAYNE
CHAIRMAN
THOMAS J. JUDGE
VICE CHAIRMAN
KENNETH J. ZITARELLI
SECRETARY
LINDA F. HILL
DIRECTOR

December 15, 2016

Mr. Robert A. Zienkowski
Radnor Township
301 Iven Avenue
Wayne, PA 19087

RE: Name of Dev't: 12 Welwyn Road
DCPD File No.: 34-1989-88-89-16
Developer: Robert Coppock
Location: At the terminus of Welwyn Avenue, 0.1
mile southwest of Wayne Avenue
Recv'd in DCPD: October 31, 2016

Dear Mr. Zienkowski:

In accordance with the provisions of Section 502 of the Pennsylvania Municipalities Planning Code, the above described proposal has been sent to the Delaware County Planning Commission for review. At a meeting held on December 15, 2016, the Commission took action as shown in the recommendation of the attached review.

Please refer to the DCPD file number shown above in any future communications related to this application.

Very truly yours,


Linda F. Hill
Director

cc: Robert Coppock
Site Engineering Concepts LLC



DELAWARE COUNTY PLANNING DEPARTMENT

DCPD

Court House/ Government Center , 201 W. Front St., Media, PA 19063
Office Location: Toal Building, 2nd & Orange Sts., Media, PA 19063
Phone: (610) 891-5200 FAX: (610) 891-5203
E-mail: planning_department@co.delaware.pa.us

Date: December 15, 2016
File No.: 34-1989-88-89-16

PLAN TITLE: 12 Welwyn Road

DATE OF PLAN: October 17, 2016

OWNER OR AGENT: Robert Coppock

LOCATION: At the terminus of Welwyn Avenue,
0.1 mile southwest of Wayne Avenue

MUNICIPALITY: Radnor Township

TYPE OF REVIEW: Final subdivision

ZONING DISTRICT: AC Agricultural-Conservation

SUBDIVISION ORDINANCE: Local

PROPOSAL: Amend recorded subdivision plan for
property to construct a common
driveway instead of a cul-de-sac
turnaround, and eliminate proposed
offsite stormwater discharge

UTILITIES: Public

RECOMMENDATIONS: Disapproval, with a recommendation
to abide by the original design and
construct the cul-de-sac turn
around per Sections 255-27E(2) and
255-27D(2), with on-site stormwater
discharge, if possible

STAFF REVIEW BY: Michael A. Leventry



Date: December 15, 2016
File No.: 34-1989-88-89-16

REMARKS:

PREVIOUS ACTION

The current lot layout was reviewed by the Delaware County Planning Commission on April 21, 1988, with a recommendation for approval with recommendations regarding the cul-de-sac's design.

CURRENT PROPOSAL

The new plan proposes to modify the original design by eliminating the proposed cul-de-sac turn around, and instead extend Welwyn Road as a private driveway.

SITE CHARACTERISTICS

The site has an existing dwelling and is located in a residential neighborhood consisting of single family detached dwellings.

APPLICABLE ZONING

The proposed subdivision is located within the AC Agricultural-Conservation district and is subject to applicable regulations set forth by the Township's zoning code.

COMPLIANCE

The existing lot configuration appears to comply with the AC Agricultural-Conservation district provisions; however, the shown portion of private street with the cul-de-sac turnaround must be designed to public street standards in order to be in compliance with Subdivision and Land Development ordinance sections 255-27E(2) and 255-27D(2).

Date: December 15, 2016
File No.: 34-1989-88-89-16

REMARKS (continued):

SEWAGE FACILITIES

The developer should contact the Pennsylvania Department of Environmental Protection regarding the need for sewage facilities planning approval.

The Township should confirm receipt of any necessary Pennsylvania Department of Environmental Protection planning approval prior to final approval.

STORMWATER MANAGEMENT

The Township Engineer must verify the adequacy of all proposed stormwater management facilities.

HISTORICAL AND ARCHEOLOGICAL SIGNIFICANCE

The proposed development is on a site that has a low potential for underground archaeological resources. There is a dwelling located on the parcel that dates to 1911.

While the property is not listed on Radnor Township's Historic Sites Survey, it has retained a high degree of historic integrity and may be eligible for inclusion. Though it was subdivided during the latter half of the twentieth century, original features of the property, such as its plantings and pond, remain. The main dwelling has also remained relatively unchanged since its early twentieth century construction.

RECORDING

In accordance with Section 513(a) of the Pennsylvania Municipalities Planning Code (MPC), final plans must be recorded within ninety (90) days of municipal approval.



Gannett Fleming

Excellence Delivered As Promised

Date: December 23, 2016

To: Radnor Township Planning Commission

From: Roger Phillips, PE

cc: Stephen Norcini, P.E. – Director of Public Works
Kevin W. Kochanski, RLA, CZO – Director of Community Development
Peter Nelson, Esq. – Grim, Biehn, and Thatcher
Amy B. Kaminski, P.E. – Gilmore & Associates, Inc.
Hollye Wagner – Radnor Township Engineering Department
Ray Daly – Radnor Township Codes Official
Steve Gabriel - Rettew

RE: 12 Welwyn Road – Preliminary/Final Subdivision Plan
Coppock Properties, LLC. – Applicant

Date Accepted: November 7, 2016

90 Day Review: February 5, 2017

Gannett Fleming, Inc. has completed a review of the Preliminary/Final Subdivision Plans for compliance with the Radnor Township Code. These Plans was reviewed for conformance with Zoning, Subdivision and Land Development, and other applicable codes of the Township of Radnor.

The applicant is proposing to amend the approved 1988 plan. The approved plan proposed a cul-de-sac turnaround as well as a stormwater pipe that would discharge offsite. The proposed amendment to the plan proposes a common driveway instead of the cul-de-sac and an onsite infiltration bed. This project is located in the AC zoning district of the Township.

Preliminary Subdivision Plans – 12 Welwyn Road

Plans Prepared By: Site Engineering Concepts, LLC

Dated: 10/17/2016 and last revised 12/23/2016

I. Subdivision and Land Development

1. §255.22.B(1)(k) – Existing principal buildings and their respective uses, and driveways on the adjacent peripheral strip; sewer lines, storm drains, culverts, bridges, utility easements, quarries, railroads and other significant man-made features within 500 feet of and within the site (this includes properties across streets). The applicant has requested a waiver from this requirement.



2. §255.27.C(1) – Welwyn Road is a private road and is shown on the plan with a 40 foot right of way. Local streets must have a right-of-way of 60 feet and cartway of 28 feet. The applicant has requested a waiver from this requirement.
3. §255-54.B – The central water system should be designed with adequate capacity and appropriately spaced fire hydrants for fire-fighting purposes pursuant to the specification of the National Fire Protection Association. A fire hydrant has been added to the plans, but must be extended towards the turnaround area as shown on the attached sketch.

II. Stormwater

1. Final approval of the stormwater management plan for Lots 1, 2 and 3 will be required as part of the Grading Permit process. Any revisions to the size or location of the individual structures or other features will be addressed at that time.

IV. General

1. The applicant has removed the extension of the public sanitary sewers from this plan submission. An explanation must be provided as to why public sanitary sewer will no longer be proposed.

Should the Planning Commission consider recommending approval of this project, we suggest that the recommendation be conditioned on requiring the applicant to satisfactorily address the above comments.

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

Very truly yours,

GANNETT FLEMING, INC.



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

AS (20% & GREATER)

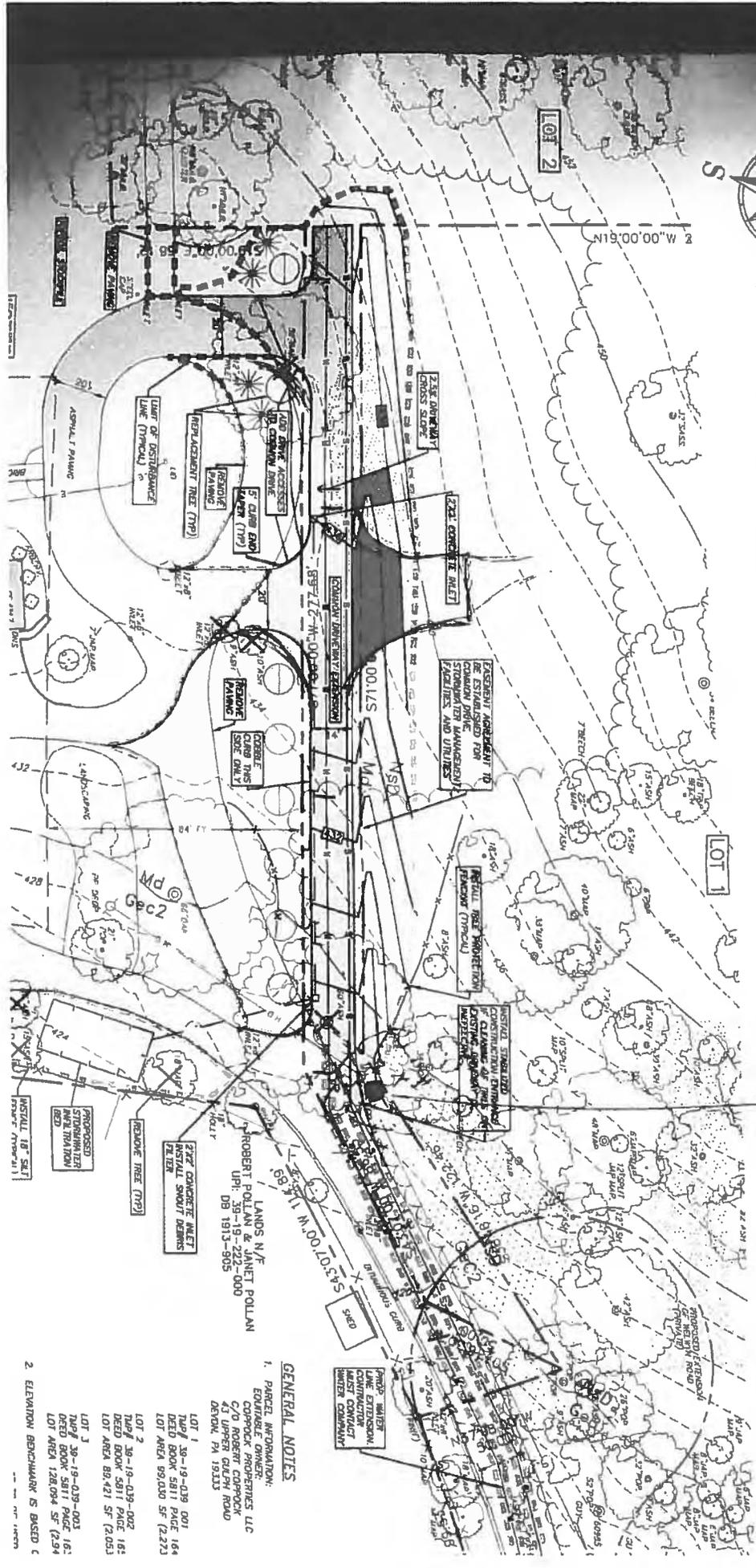
PROPOSED NORWAY SPRUCE

PER INTERIOR LOT DEFINITION FROM SETBACK



TREE REPLACEMENT

- TOTAL TREES TO BE REMOVED = 7 TREES
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- REPLACEMENTS REQUIRED FOR 2 TREES (THE 2 HERITAGE TREES)
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- PROPOSED = 12, INCLUDING 8 LARGE CANOPY TREES
- * TREES ARE AND MUST BE FROM TOWNSHIP APPROVED LIST OF TREES
- TREES MUST BE 3"-2.5" MIN DBH



Fire Hydrant

GENERAL NOTES

1. PARCEL INFORMATION:
 EDWARDS CHMERS, TRUSTS LLC
 C/O ROBERT COPPOCK
 41 UPPER GULPH ROAD
 DETROIT, PA 19233
2. ELEVATION BENCHMARK IS BASED ON

LOT 1 38-19-039 001
 DEED BOOK 5811 PAGE 164
 LOT AREA 99,040 SF (2,272)

LOT 2 38-19-039 002
 DEED BOOK 5811 PAGE 165
 LOT AREA 88,421 SF (2,053)

LOT 3 38-19-039 003
 DEED BOOK 5811 PAGE 166
 LOT AREA 128,094 SF (2,934)



MEMORANDUM-

Date: December 19, 2016

To: Steve Norcini, P.E.
Radnor Township Public Works Director

From: Amy Kaminski, P.E., PTOE
Transportation Services Manager

cc: Roger Phillips, P.E., Senior Project Manager, Gannett Fleming, Inc.
Damon Drummond, P.E., PTOE, Gilmore & Associates, Inc.
Leslie Salsbury, E.I.T., Gilmore & Associates, Inc.

Reference: 12 Welwyn Road
Final Amended Plan Review 2
Radnor Township, Delaware County, PA
G&A 16-10094

Gilmore & Associates, Inc. (G&A) has completed a transportation review for the above referenced project and offers the following transportation comments for Radnor Township consideration:

A. BACKGROUND

The subject parcels located at 12 Welwyn Road are situated in the Agricultural Conservation District (AC) and takes access at the intersection of W. Wayne Avenue and Crestview Road in Radnor Township, Delaware County. Welwyn Road is identified as a private road with a 40' right-of-way width and an 18' cartway width. In lieu of constructing a cul-de-sac and separate driveways indicated on the March 7, 1988 Final Subdivision Plan, the applicant desires to construct a shared driveway for existing house on Lot 1 and the two undeveloped parcels on Lots 2 and 3. Lots 2 and 3 will be developed in the future. Per the Planning Commission meeting on December 5, 2016, the applicant indicated the proposed access will be a private commonly shared driveway and not a roadway.

B. DOCUMENTS REVIEWED

1. Amended Plans for 12 Welwyn Road, prepared by Site Engineering Concepts, LLC, prepared for Coppack Properties, LLC; consisting of 3 sheets, dated October 17, 2016, last revised December 12, 2016.
2. Final Subdivision Plan for Welwyn Road, prepared by Yerkes Associates, Inc., prepared for John A. Brown, consisting of 2 sheets, dated March 7, 1988.

3. Township response letter, prepared by Site Engineering Concepts, LLC, dated December 12, 2016.

C. SUBDIVISION AND LAND DEVELOPMENT COMMENTS

1. §255-27.A(5) – Dead-end streets shall be prohibited, except as stubs to permit future street extension into adjoining tracts or when designed as cul-de-sacs. The applicant does not wish to construct the previously approved Welwyn Road Cul-de-sac due to the impact it will have to the existing steep slopes and removal of mature trees on the property. A turnaround will be provided on the private property of Lot 3 and may service Lot 1, 2, and 3 via a access easement. We note the turnaround is on a privately shared driveway and is not part of Welwyn Road.
2. §255-35 – An access easement may be required for the shared driveway between Lots 1, 2 and 3; we defer to the Township Solicitor regarding this comment. The applicant has indicated they will comply.

If you have any questions regarding the above, please contact this office.

SITE ENGINEERING CONCEPTS, LLC

Consulting Engineering and Land Development Services

12 December 2016

Roger Phillips, P.E.
Township Engineer
Radnor Township
301 Iven Avenue
Wayne, PA 19087

**Re: 12 Welwyn Road – Preliminary/Final Subdivision Plan
Coppock Properties, LLC - Applicant**

Dear Mr. Phillips,

Please find the attached Plan revised per your November 28, 2016 comments. (*Comment, response*):

I. Zoning

1. §280.11 - No building or structure shall exceed three stories or 38 feet in height. The zoning table indicates that the existing height of the building on lot 3 is 124. This appears to be incorrect and the zoning table must be revised.

This typo has been corrected.

II. Subdivision and Land Development

1. §255-20.B(1)(o)[6]- Rights-of-way and/or easements or all drainage facilities, utilities or other purposes must be shown on the plans. All utility easements must be a minimum of 20-feet and shown on the plans.

All known existing and proposed rights-of-way and easements are shown on the plans and a proposed 30' wide easement for common drive, utilities, and stormwater conveyance has been added.

2. §255.22.B(1)(k) - Existing principal buildings and their respective uses, and driveways on the adjacent peripheral strip; sewer lines, storm drains, culverts, bridges, utility easements, quarries, railroads and other significant man-made features within 500 feet of and within the site (this includes properties across streets). All existing driveways along Welwyn Road must be included on the plans. This information must be shown on the plans or a waiver requested.

A Delaware Valley Planning Commission aerial map has been added to plan sheet 1 and a waiver requested on plan sheet 3.

3. §255.22.B(6) - An improvement construction plan must be provided in accordance with §255-21B(5). The plan must show street right of ways, street profiles, paving details, sanitary and storm sewer plans and profiles along Welwyn Road and the private driveway.

Plan sheet 3 is the Improvement Construction plan for the common driveway. It shows the existing street right of way. No streets are proposed so no street profile is shown. A common driveway paving detail is shown on plan sheet 4.

4. §255.27.C(1) - Welwyn Road is a private road and is shown on the plan with a 40 foot right of way. Local streets must have a right -of-way of 60 feet and cartway of 28 feet.

Welwyn Road is existing and the applicant has no control or ownership rights over the properties fronting on it. A private common driveway is proposed by this application. As per 255.27.C(2)&(4) this is not a requirement, instead the Board of Commissioners “may” require additional widths on abutting streets. In any event, a waiver request has been added to plan sheet 3.

5. *§255.27.I(7) - No common driveway shall provide access to more than three lots or three single family dwellings. The common driveway proposed must be a minimum of 18 feet in width and the loop road must be a minimum of 24 feet. Also, no parking is permitted along the common driveway or loop road.*

The common driveway provided access to 3 single family dwellings. As discussed with you the existing driveway loop is accessible by emergency vehicles. A Fire Truck Turnaround Plan has been added to plan sheet 4. Applicant cannot agree to bind a future homeowner to a condition that they cannot park in their driveway.

6. *§255.35.A - Easements with a minimum width of 20 feet shall be provided as necessary for utilities. This must be labeled on the plans. Also an access easement must be provided for the common driveway and loop roadway.*

Easements have been provided and this note added as General Note 7. A 25’ wide access easement has been added for the loop portion of the driveway.

7. *§255-54.B - The central water system should be designed with adequate capacity and appropriately spaced fire hydrants for fire-fighting purposes pursuant to the specification of the National Fire Protection Association. Review and approval by the Township Engineer and the Township Fire Marshall shall be required in order to ensure that adequate fire protection is provided. A fire hydrant must be provided in accordance with the attached sketch.*

The applicant will comply. A fire hydrant has been added to the plan and is within 600 feet of the existing and conceptual houses.

III. Stormwater

1. *There does not appear to be an overflow/outlet structure provided for the infiltration bed on Lot 3. The applicant must provide an overflow/outlet structure that prevents discharge from being concentrated in heavy rain events.*

An overflow has been provided at infiltration bed 3. Any further comments will be addressed, as necessary, during the Grading Permit process.

pipe, however the elevations provided do not appear to be consistent. Additionally, page 22 of the stormwater report dated October 17,2016 includes the parameters of the modeled infiltration bed which does not appear to be consistent with the detail. This must be revised.

The stormwater calculations have been revised and any further comments will be addressed, as necessary, during the Grading Permit process.

3. *§245-27 - Underground stormwater management systems must be designed to store the two- through one-hundred-year storms within a pipe or other open system that will permit the inspection and maintenance of the*

system. The entire storm must be placed in the pipe (i.e., the stone bedding around the pipe is not to be included in the volume calculations). There does not appear to be a structure shown on the detail/plan that would permit the inspection and maintenance of the system. This must be addressed.

An 8" riser/observation port is shown on the infiltration bed detail.

4. The applicant must provide a profile for the proposed storm sewer.

Storm sewer profiles, as necessary, will be provided during the Grading Permit process.

5. A Grading Permit will be required for the drive access points to the common drive from Lot 3. These improvements result in the addition of new/replacement impervious surfaces totaling 882 SF. The stormwater runoff from this impervious area needs to be managed per the Ordinance and the provided stormwater management report for the Common Driveway Improvements does not appear to include this area.

Final details/calculations will be provided during the Grading Permit process. The proposed curb along the proposed common driveway has been removed and a swale and inlets are now proposed that capture the lot 3 drive access points. The stormwater calculations have been revised accordingly.

6. Final approval of the storm water management plan will be required as part of the Grading Permit process.

Any revisions to the size or location of the individual structures or other features will be addressed at that time.

The applicant will comply.

IV. General

1. We note that there appears to be two typos in the Schedule C of the Title Report. The second paragraph for the description of lot 2 indicates 64933 feet, but the plans indicate 649.33 feet. Also the second paragraph for the description of lot 3 indicates 9933 feet, but the plans indicate 99.33 feet.

Noted.

Conceptual Permit Plan - Lot 1

Plans Prepared By: Site Engineering Concepts, LLC

Dated: 10/17/2016

I. Stormwater

1. §245-23CD)(l) - Water quality requirements - Supporting documentation/calculations do not appear to have been included in the stormwater report at this time. The stormwater report must be revised to include this information to demonstrate compliance with the ordinance or a waiver requested.

Calculations have been added to page 3 of the report to demonstrate compliance with water quality requirements.

2. §245-27 - Underground stormwater management systems must be designed to store the two- through one-hundred-year storms within a pipe or other open system that will permit the inspection and maintenance of the system. The entire storm must be placed in the pipe (i.e., the stone bedding around the pipe is not to be included in the volume calculations). Page 24 of the Conceptual Lot 1 storm water report appears to indicate that a dead storage depth of 2.8 feet is provided. Based on the parameters provided within the stormwater report it appears

that 0.5 feet of this is stone bed area. Stone void volume is not permitted to be included in the required volume calculations. Additionally, there does not appear to be a structure shown on the detail/plan that would permit the inspection and maintenance of the system. This must be addressed.

The stone bedding was not used and is not used in the volume calculations. Elevations have been revised to show storage in the pipe only in the attached revised stormwater report. Full details of the infiltration bed, including an observation port, will be developed during the Grading Permit process for lot 1. The intent of this conceptual submission is to show stormwater management feasibility.

3. Final approval of the stormwater management plan will be required as part of the Grading Permit process. Any revisions to the size or location of the individual structures or other features will be addressed at that time. The applicant will comply.

II. General

1. The service connections for the sanitary sewer and water connection must be shown on the plans. This comment will be addressed during the Grading Permit process for lot 1.

2. A tree replacement schedule must be provided on the plan that indicates which trees are to be removed and replaced. This comment will be addressed during the Grading Permit process for lot 1.

Conceptual Permit Plan - Lot 2

Plans Prepared By: Site Engineering Concepts, LLC

Dated: 10/17/2016

I. Stormwater

1. §245-23CD)(1) - Water quality requirements - Supporting documentation/calculations do not appear to have been included in the stormwater report at this time. The stormwater report must be revised to include this information to demonstrate compliance with the ordinance or a waiver requested.

Calculations have been added to page 3 of the report to demonstrate compliance with water quality requirements.

2. §245-27 - Underground stormwater management systems must be designed to store the two- through one-hundred-year storms within a pipe or other open system that will permit the inspection and maintenance of the system. The entire storm must be placed in the pipe (i.e., the stone bedding around the pipe is not to be included in the volume calculations). Page 24 of the Conceptual Lot 2 storm water report appears to indicate that a dead storage depth of 3.1 feet is provided. Based on the parameters provided within the stormwater report it appears that 0.5 feet of this is stone bed area. Stone void volume is not permitted to be included in the required volume calculations. Additionally, there does not appear to be a structure shown on the detail/plan that would permit the inspection and maintenance of the system. This must be addressed.

The stone bedding was not used and is not used in the volume calculations. Elevations have been revised to show storage in the pipe only in the attached revised stormwater report. Full details of the infiltration bed, including an observation port, will be developed during the

Grading Permit process for lot 2. The intent of this conceptual submission is to show stormwater management feasibility.

3. The applicant appears to have used inconsistent runoff coefficients for the stormwater modeling for the Lot 2 calculations. The model appears to use a runoff coefficient value of 0.56 whereas the calculations shown on page 6 appear to show that value to be 0.65. This inconsistency must be addressed.

The model has been corrected to use a runoff coefficient of 0.65 and the revised stormwater report is attached.

4. Final approval of the stormwater management plan will be required as part of the Grading Permit process. Any revisions to the size or location of the individual structures or other features will be addressed at that time. The applicant will comply.

III. General

1. The service connections for the sanitary sewer and water connection must be shown on the plans.

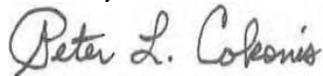
This comment will be addressed during the Grading Permit process for lot 2.

2. A tree replacement schedule must be provided on the plan that indicates which trees are to be removed and replaced.

This comment will be addressed during the Grading Permit process for lot 2.

I believe these comments satisfactorily address your review comments. Should you have any questions and/or comments, please feel free to contact me.

Sincerely,



Peter L. Cokonis, P.E.

SITE ENGINEERING CONCEPTS, LLC

Consulting Engineering and Land Development Services

12 December 2016

Amy Kaminski, P.E.
Township Traffic Engineer
Radnor Township
301 Iven Avenue
Wayne, PA 19087

**Re: 12 Welwyn Road
Final Amended Plan Review 1
Radnor Township, Delaware County, PA
G&A 16-10094**

Dear Ms. Kaminski,

Please find the attached Plan revised per your November 18, 2016 memorandum. (*Comment, response*):

C. SUBDIVISION AND LAND DEVELOPMENT COMMENTS

1. §255-21.B.(1)(o)[1] – *Revise the plans to clearly label the roadway width and right-of-way width for Welwyn Road.*

The pavement and right-of-way widths of Welwyn Road are clearly shown.

2. §255-21.B.(1)(o)[12] – *Revise the plans to clearly identify all driveways taking access to Welwyn Road.*

An aerial has been added to plan sheet 1 that shows all driveways accessing Welwyn Rd. There are 5 including 12 Welwyn.

3. §255-27.A – *Dead-end streets shall be prohibited, except as stubs to permit future street extension into adjoining tracts or when designed as cul-de-sacs.*

A turnaround that is accessible by emergency vehicles has been provided in lieu of a culdesac. A Fire Truck Turnaround Plan has been added to plan sheet 4. Welwyn Road is an existing Dead End Street. No change or extension is being made to the existing road.

4. §255-27.E

a. (1) No more than five lots may be permitted to front on a private street. The proposed driveway appears to be an extension of Welwyn Road and not a private driveway. Therefore, seven (7) lots would be fronting on the private street with the additional two proposed dwelling units.

The lots are existing lots. A private common driveway is proposed. The proposed driveway is not an extension of the existing road. The Plan approved in 1988 provided for 7 lots. The proposed Plan shows the same 7 lots as previously approved. This is an existing permitted non-conformity.

b. (2) The private street shall have a right-of-way width and a horizontal and vertical alignment consistent with the requirements for public streets.

Welwyn Road is existing and the applicant has no control or ownership rights over the properties fronting on it. A private common driveway is proposed by this application.

c. (3) The private street shall meet minimum pavement structure requirements.

Welwyn Road is existing and the applicant has no control or ownership rights over the properties fronting on it. A private common driveway is proposed by this application.

d. (4) The private street shall be owned and maintained by all abutting property owners. A homeowner's association or other legal entity approved by the Board of Commissioners shall be formed to properly administer such maintenance responsibilities.

Welwyn Road is existing and the applicant has no control or ownership rights over the properties fronting on it. A private common driveway is proposed by this application. An easement agreement for maintenance of the driveway will be provided.

e. (5) The Board of Commissioners shall reserve the right to order the reconstruction of the private street up to Township standards and subsequent dedication as a public street, if such private street is deemed to be a safety or health hazard. Costs of such reconstruction shall be assessed against all abutting property owners and shall be borne by said property owners. Welwyn Road provides access for 7 dwelling units; the applicant shall investigate and provide a secondary means of access for emergency purposes. Given the limited width of the road (18') and the length of the road to serve the furthest parcel (greater than 1,000'), it would be prudent to develop a secondary access in the event that Welwyn Road is inaccessible during an emergency event.

Lots are existing. Welwyn Road is existing and the applicant has no control or ownership rights over the properties fronting on it. A private common driveway is proposed by this application. There are no reasonable means of providing a secondary access due to adjacent private residences, steep slopes, and woods.

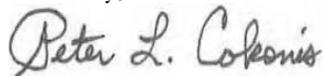
5. §255-27.H(7) – Revise the plans to include the proposed driveway radii for review and construction purposes.
Proposed driveway radii have been added to the plan.

6. §255-35 – An access easement may be required for the shared driveway between Lots 1, 2 and 3; we defer to the Township solicitor regarding this comment.

The applicant will comply

I believe these comments satisfactorily address your review comments. Should you have any questions and/or comments, please feel free to contact me.

Sincerely,



Peter L. Cokonis, P.E.

SITE ENGINEERING CONCEPTS, LLC

Consulting Engineering and Land Development Services

12 December 2016

Amy Kaminski, P.E.
Township Traffic Engineer
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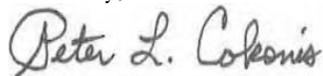
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Proposed driveway radii have been added to the plan.

6. §255-35 – An access easement may be required for the shared driveway between Lots 1, 2 and 3; we defer to the Township solicitor regarding this comment.

The applicant will comply

I believe these comments satisfactorily address your review comments. Should you have any questions and/or comments, please feel free to contact me.

Sincerely,



Peter L. Cokonis, P.E.



Excellence Delivered As Promised

Date: November 28, 2016

To: Radnor Township Planning Commission

From: Roger Phillips, PE

cc: Stephen Norcini, P.E. – Director of Public Works
Kevin W. Kochanski, RLA, CZO – Director of Community Development
Peter Nelson, Esq. – Grim, Biehn, and Thatcher
Amy B. Kaminski, P.E. – Gilmore & Associates, Inc.
Suzan Jones – Radnor Township Engineering Department
William Miller – Radnor Township Codes Official
Ray Daly – Radnor Township Codes Official
Steve Gabriel - Rettew

RE: 12 Welwyn Road – Preliminary/Final Subdivision Plan
Coppock Properties, LLC. – Applicant

Date Accepted: November 7, 2016

90 Day Review: February 5, 2017

Gannett Fleming, Inc. has completed a review of the Preliminary Subdivision Plans for compliance with the Radnor Township Code. These Plans was reviewed for conformance with Zoning, Subdivision and Land Development, and other applicable codes of the Township of Radnor.

The applicant is proposing to amend the approved 1988 plan. The approved plan proposed a cul-de-sac turnaround as well as a stormwater pipe that would discharge offsite. The proposed amendment to the plan proposes a common driveway instead of the cul-de-sac and an onsite infiltration bed. This project is located in the AC zoning district of the Township.

Preliminary Subdivision Plans – 12 Welwyn Road

Plans Prepared By: Site Engineering Concepts, LLC

Dated: 10/17/2016

I. Zoning

1. §280.11 – No building or structure shall exceed three stories or 38 feet in height. The zoning table indicates that the existing height of the building on lot 3 is 124. This appears to be incorrect and the zoning table must be revised.



II. Subdivision and Land Development

1. §255-20.B(1)(o)[6] – Rights-of-way and/or easements or all drainage facilities, utilities or other purposes must be shown on the plans. All utility easements must be a minimum of 20-feet and shown on the plans.
2. §255.22.B(1)(k) – Existing principal buildings and their respective uses, and driveways on the adjacent peripheral strip; sewer lines, storm drains, culverts, bridges, utility easements, quarries, railroads and other significant man-made features within 500 feet of and within the site (this includes properties across streets). All existing driveways along Welwyn Road must be included on the plans. This information must be shown on the plans or a waiver requested.
3. §255.22.B(6) – An improvement construction plan must be provided in accordance with §255-21B(5). The plan must show street right of ways, street profiles, paving details, sanitary and storm sewer plans and profiles along Welwyn Road and the private driveway.
4. §255.27.C(1) – Welwyn Road is a private road and is shown on the plan with a 40 foot right of way. Local streets must have a right-of-way of 60 feet and cartway of 28 feet.
5. §255.27.I(7) – No common driveway shall provide access to more than three lots or three single family dwellings. The common driveway proposed must be a minimum of 18 feet in width and the loop road must be a minimum of 24 feet. Also, no parking is permitted along the common driveway or loop road.
6. §255.35.A – Easements with a minimum width of 20 feet shall be provided as necessary for utilities. This must be labeled on the plans. Also an access easement must be provided for the common driveway and loop roadway.
7. §255-54.B – The central water system should be designed with adequate capacity and appropriately spaced fire hydrants for fire-fighting purposes pursuant to the specification of the National Fire Protection Association. Review and approval by the Township Engineer and the Township Fire Marshall shall be required in order to ensure that adequate fire protection is provided. A fire hydrant must be provided in accordance with the attached sketch.

III. Stormwater

1. There does not appear to be an overflow/outlet structure provided for the infiltration bed on Lot 3. The applicant must provide an overflow/outlet structure that prevents discharge from being concentrated in heavy rain events.

pipe, however the elevations provided do not appear to be consistent. Additionally, page 22 of the stormwater report dated October 17, 2016 includes the parameters of the modeled infiltration bed which does not appear to be consistent with the detail. This must be revised.

3. §245-27 - Underground stormwater management systems must be designed to store the two- through one-hundred-year storms within a pipe or other open system that will permit the inspection and maintenance of the system. The entire storm must be placed in the pipe (i.e., the stone bedding around the pipe is not to be included in the volume calculations). There does not appear to be a structure shown on the detail/plan that would permit the inspection and maintenance of the system. This must be addressed.
4. The applicant must provide a profile for the proposed storm sewer.
5. A Grading Permit will be required for the drive access points to the common drive from Lot 3. These improvements result in the addition of new/replacement impervious surfaces totaling 882 SF. The stormwater runoff from this impervious area needs to be managed per the Ordinance and the provided stormwater management report for the Common Driveway Improvements does not appear to include this area.
6. Final approval of the stormwater management plan will be required as part of the Grading Permit process. Any revisions to the size or location of the individual structures or other features will be addressed at that time.

IV. General

1. We note that there appears to be two typos in the Schedule C of the Title Report. The second paragraph for the description of lot 2 indicates 64933 feet, but the plans indicate 649.33 feet. Also the second paragraph for the description of lot 3 indicates 9933 feet, but the plans indicate 99.33 feet.

Conceptual Permit Plan – Lot 1

Plans Prepared By: Site Engineering Concepts, LLC

Dated: 10/17/2016

I. Stormwater

1. §245-23(D)(1) – Water quality requirements – Supporting documentation/calculations do not appear to have been included in the stormwater report at this time. The stormwater report must be revised to include this information to demonstrate compliance with the ordinance or a waiver requested.
2. §245-27 - Underground stormwater management systems must be designed to store the two- through one-hundred-year storms within a pipe or other open system that will permit the inspection and maintenance of the system. The entire storm must be placed in the pipe



(i.e., the stone bedding around the pipe is not to be included in the volume calculations). Page 24 of the Conceptual Lot 1 stormwater report appears to indicate that a dead storage depth of 2.8 feet is provided. Based on the parameters provided within the stormwater report it appears that 0.5 feet of this is stone bed area. Stone void volume is not permitted to be included in the required volume calculations. Additionally, there does not appear to be a structure shown on the detail/plan that would permit the inspection and maintenance of the system. This must be addressed.

3. Final approval of the stormwater management plan will be required as part of the Grading Permit process. Any revisions to the size or location of the individual structures or other features will be addressed at that time.

II. General

1. The service connections for the sanitary sewer and water connection must be shown on the plans.
2. A tree replacement schedule must be provided on the plan that indicates which trees are to be removed and replaced.

Conceptual Permit Plan – Lot 2

Plans Prepared By: Site Engineering Concepts, LLC
Dated: 10/17/2016

I. Stormwater

1. §245-23(D)(1) – Water quality requirements – Supporting documentation/calculations do not appear to have been included in the stormwater report at this time. The stormwater report must be revised to include this information to demonstrate compliance with the ordinance or a waiver requested.
2. §245-27 - Underground stormwater management systems must be designed to store the two- through one-hundred-year storms within a pipe or other open system that will permit the inspection and maintenance of the system. The entire storm must be placed in the pipe (i.e., the stone bedding around the pipe is not to be included in the volume calculations). Page 24 of the Conceptual Lot 2 stormwater report appears to indicate that a dead storage depth of 3.1 feet is provided. Based on the parameters provided within the stormwater report it appears that 0.5 feet of this is stone bed area. Stone void volume is not permitted to be included in the required volume calculations. Additionally, there does not appear to be a structure shown on the detail/plan that would permit the inspection and maintenance of the system. This must be addressed.



3. The applicant appears to have used inconsistent runoff coefficients for the stormwater modeling for the Lot 2 calculations. The model appears to use a runoff coefficient value of 0.56 whereas the calculations shown on page 6 appear to show that value to be 0.65. This inconsistency must be addressed.
4. Final approval of the stormwater management plan will be required as part of the Grading Permit process. Any revisions to the size or location of the individual structures or other features will be addressed at that time.

III. General

1. The service connections for the sanitary sewer and water connection must be shown on the plans.
2. A tree replacement schedule must be provided on the plan that indicates which trees are to be removed and replaced.

Should the Planning Commission consider recommending approval of this project, we suggest that the recommendation be conditioned on requiring the applicant to satisfactorily address the above comments.

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

Very truly yours,

GANNETT FLEMING, INC.



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

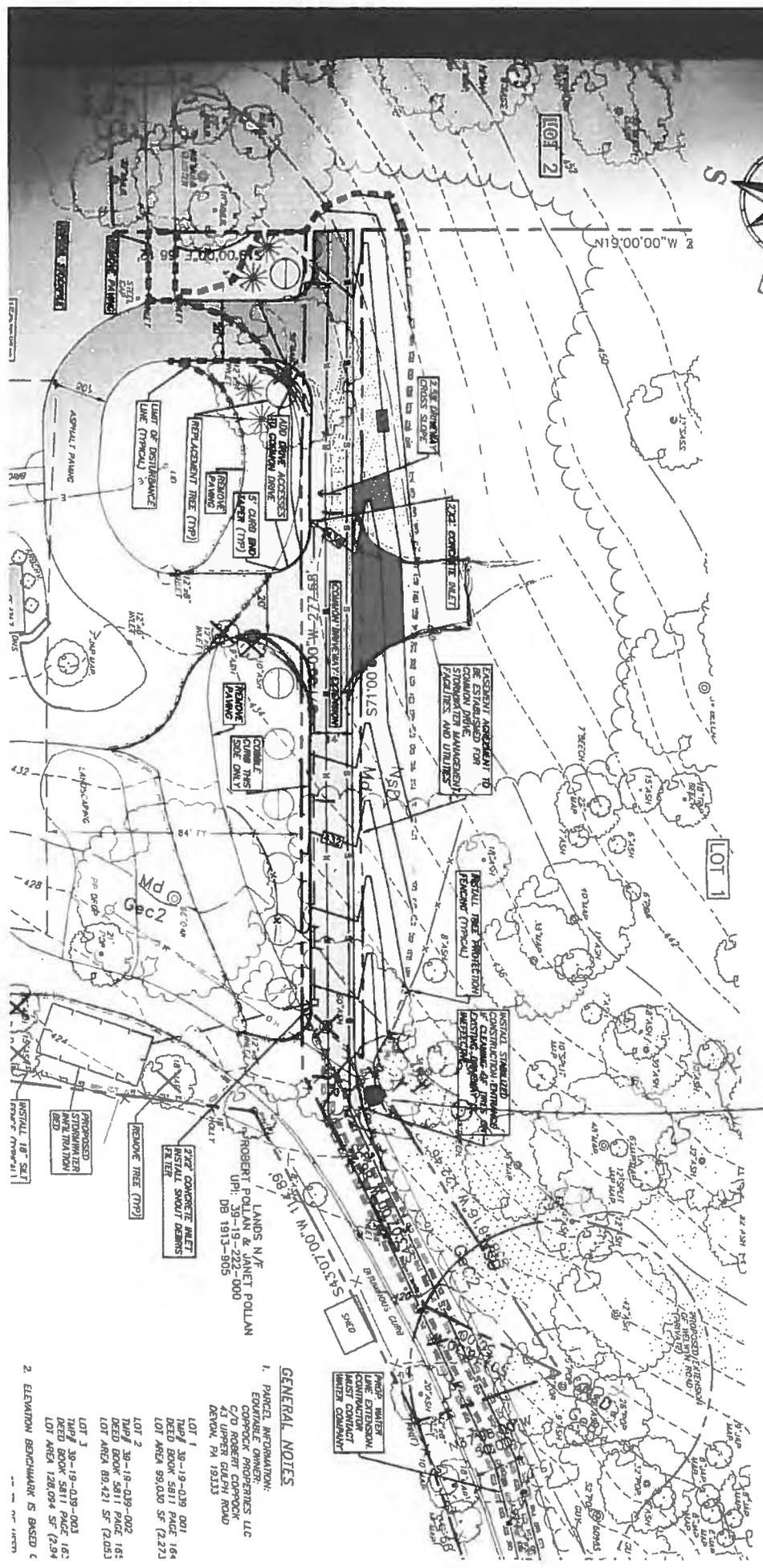
(20% & GREATER)

PROPOSED 'NORMAN' SPRUCE



TREE REPLACEMENT

- TOTAL TREES TO BE REMOVED = 7 TREES
- NOTAL ALLOWED TREES TO BE REMOVED PER PROPERTY PER YEAR = 5
- REPLACEMENTS REQUIRED FOR 2 TREES (THE 2 HERITAGE TREES)
- HERITAGE TREE REMOVAL/REPLACEMENT
- HERITAGE TREES TO BE REMOVED = 2 INCLUDING 8 LARGE CANOPY TREES
- REMOVED REPLACEMENT TREES = 12 INCLUDING 8 LARGE CANOPY TREES
- PROPOSED = 12, INCLUDING 8 LARGE CANOPY TREES
- * TREES ARE AND MUST BE FROM TOWNSHIP APPROVED LIST OF TREES
- TREES MUST BE 2"-2.5" MIN DBH



GENERAL NOTES

1. PARCEL INFORMATION:
 EQUITABLE OWNER:
 COPPEROCK PROPERTIES LLC
 41 UPPER GLENN ROAD
 DENVER, PA 19133
2. ELEVATION BENCHMARK IS BASED ON

PER INTERIOR LOT DEFINITION, FRONT SETBACK



MEMORANDUM-

Date: November 18, 2016

To: Steve Norcini, P.E.
Radnor Township Public Works Director

From: Amy Kaminski, P.E., PTOE
Transportation Services Manager

cc: Roger Phillips, P.E., Senior Project Manager, Gannett Fleming, Inc.
Damon Drummond, P.E., PTOE, Gilmore & Associates, Inc.

Reference: 12 Welwyn Road
Final Amended Plan Review 1
Radnor Township, Delaware County, PA
G&A 16-10094

Gilmore & Associates, Inc. (G&A) has completed a transportation review for the above referenced project and offers the following transportation comments for Radnor Township consideration:

A. BACKGROUND

The subject parcels located at 12 Welwyn Road are situated in the Agricultural Conservation District (AC) and takes access at the intersection of W. Wayne Avenue and Crestview Road in Radnor Township, Delaware County. Welwyn Road is identified as a 40' cartway private road with several driveways taking access to the private drive; however a conflicting note on the plan indicates the cartway width as 18' wide. The land development plan includes three (3) parcels; however, the private road appears to provide access for several parcels located along Welwyn Road. The applicant intends on developing lots 1 and 2 with single family dwelling units.

B. DOCUMENTS REVIEWED

1. Amended Plans for 12 Welwyn Road, prepared by Site Engineering Concepts, LLC, prepared for Coppack Properties, LLC; consisting of 3 sheets, dated October 17, 2016.
2. Conceptual Permit Plan for 12 Welwyn Road Lot 1, prepared by Site Engineering Concepts, LLC, prepared for Coppack Properties, LLC; consisting of 1 sheet, dated October 17, 2016.

3. Conceptual Permit Plan for 12 Welwyn Road Lot 2, prepared by Site Engineering Concepts, LLC, prepared for Coppack Properties, LLC; consisting of 1 sheet, dated October 17, 2016.
4. Subdivision and Land Development Application
5. Zoning Compliance Letter dated August 3, 2016.

C. SUBDIVISION AND LAND DEVELOPMENT COMMENTS

1. §255-21.B.(1)(o)[1] – Revise the plans to clearly label the roadway width and right-of-way width for Welwyn Road.
2. §255-21.B.(1)(o)[12] – Revise the plans to clearly identify all driveways taking access to Welwyn Road.
3. §255-27.A – Dead-end streets shall be prohibited, except as stubs to permit future street extension into adjoining tracts or when designed as cul-de-sacs.
4. §255-27.E
 - a. (1) No more than five lots may be permitted to front on a private street. The proposed driveway appears to be an extension of Welwyn Road and not a private driveway. Therefore, seven (7) lots would be fronting on the private street with the additional two proposed dwelling units.
 - b. (2) The private street shall have a right-of-way width and a horizontal and vertical alignment consistent with the requirements for public streets.
 - c. (3) The private street shall meet minimum pavement structure requirements.
 - d. (4) The private street shall be owned and maintained by all abutting property owners. A homeowner's association or other legal entity approved by the Board of Commissioners shall be formed to properly administer such maintenance responsibilities.
 - e. (5) The Board of Commissioners shall reserve the right to order the reconstruction of the private street up to Township standards and subsequent dedication as a public street, if such private street is deemed to be a safety or health hazard. Costs of such reconstruction shall be assessed against all abutting property owners and shall be borne by said property owners. Welwyn Road provides access for 7 dwelling units; the applicant shall investigate and provide a secondary means of access for emergency purposes. Given the limited width of the road (18') and the length of the road to serve the furthest parcel (greater than 1,000'), it would be prudent to develop a secondary access in the event that Welwyn Road is inaccessible during an emergency event.
5. §255-27.H(7) – Revise the plans to include the proposed driveway radii for review and construction purposes.
6. §255-35 – An access easement may be required for the shared driveway between Lots 1, 2 and 3; we defer to the Township solicitor regarding this comment.

If you have any questions regarding the above, please contact this office.



DELAWARE COUNTY PLANNING COMMISSION

COURT HOUSE/GOVERNMENT CENTER
201 W. Front St. Media, PA 19063

COUNCIL
MARIO J. CIVERA, JR. CHAIRMAN
COLLEEN P. MORRONE VICE CHAIRMAN
JOHN P. McBLAIN DAVID J. WHITE MICHAEL F. CULP

Office Location: Toal Building, 2nd & Orange Sts., Media, PA 19063
Phone: (610) 891-5200 FAX: (610) 891-5203
E-mail: planning_department@co.delaware.pa.us

PLANNING COMMISSION
WILLIAM C. PAYNE CHAIRMAN
THOMAS J. JUDGE VICE CHAIRMAN
KENNETH J. ZITARELLI SECRETARY
LINDA F. HILL DIRECTOR

November 16, 2016

Mr. Robert A. Zienkowski
Radnor Township
301 Iven Avenue
Wayne, PA 19087-5297

RE: Title: 12 Welwyn Road
Applicant(s): Robert Coppock
File Number: 36-7210-16
Meeting Date: 12/15/2016
Municipality: Radnor Township
Location: 0.1 mile southwest of Wayne Avenue
Received: 10/31/2016

Dear Mr. Zienkowski,

This is to acknowledge receipt of the above referenced application for review and report. The Commission has tentatively scheduled consideration of the application for its public meeting on the date shown above at 4:00 p.m. in the Government Center Building, (Room 100), Court House Complex, Media, PA. Attendance is not required but is welcomed. If you have any questions concerning this matter, please contact Dennis De Rosa at (610) 891-5222.

NOTE: In order to avoid processing delays, the DCPD file number shown above MUST be provided in any transactions with the county regarding this or future applications related to this location.

Very truly yours,
Linda F. Hill
Director

LFH/pmg
cc: Robert Coppock
Site Engineering Concepts LLC





pennsylvania
DEPARTMENT OF ENVIRONMENTAL
PROTECTION

November 7, 2016

Mr. Kevin Sech
Hilbec Engineering & Geosciences, LLC
26 Beaver Run Road
Downingtown, PA 19335-2257

Re: Act 537, Application for Waiver
12 Welwyn Road
DEP Code No. 1-23013-258-3J
Radnor Township
Delaware County

Dear Mr. Sech:

The Department of Environmental Protection (DEP) has completed a limited review of the above referenced application and has determined that it does not qualify for a waiver from the requirement to revise the municipality's Act 537 Plan (Official Plan). The planning waiver request therefore cannot be granted for the following reasons:

1. We acknowledge the inclusion of the property title information; however, sufficient information was not included to document that Act 537 Sewage Facilities Planning had been approved for this subdivision. At the time of the subdivision in 1988, DEP was requiring planning modules for subdivisions. We do not appear to have a record of this subdivision approval.
2. The cover letter included with your submission, dated October 19, 2016, indicates that the existing dwelling currently utilizes an onlot sewage disposal system. Since this property is connected to an onlot system, it appears that this portion of the municipality was not planned for public sewer. Therefore a revision to the municipality's Act 537 Plan is required.
3. The site plan titled *Proposed Common Driveway Improvements Plan*, dated October 17, 2016, shows that a proposed common sewer line would run along Welwyn Road, which is labeled as a private road. Documentation that the municipality has the ability to and will take dedication of the proposed sewer line was not included.

The applicant may submit the required documentation as outlined above or proceed with the preparation of Sewage Facilities Planning Modules for this project by downloading the appropriate forms from the Internet by placing the indicated form numbers from this checklist letter in the "Search" box at www.elibrary.dep.state.us.

Sewage Facilities Planning Module forms are available online at www.dep.pa.gov. At the top of the page, select *Businesses*, then *Water*. On the right-side of the page, select the following: *Bureau of Clean Water; Wastewater Management; Act 537; and Sewage Facilities Planning*. Select the appropriate forms from the center of the page.

Please select the following forms for this project and enter the above referenced DEP Code Number on the first page of each form:

Sewage Facilities Planning Module Transmittal Letter, Form 3800-FM-BPNPSM0355
Sewage Facilities Planning Module Resolution, Form 3800-FM-BPNPSM0356
Sewage Facilities Planning Module Component 3, Form 3800-FM-BPNPSM0353

- Instructions
- Form

Sewage Facilities Planning Module Component 4

- 4A-Municipal Planning Agency Review, Form 3800-FM-BPNPSM0362A
- 4B-County Planning Agency Review, Form 3800-FM-BPNPSM0362B

Please submit the completed planning modules and supporting information to the municipality or municipalities in which the project is located. DEP must receive 1 copy of the completed planning module. Please answer all questions within the planning module. Do not simply answer "N/A" or "Not Applicable". If you feel a question does not apply, explain all reasons to support that answer. For this project, optional Section J must be completed.

Please refer to the Standard Operating Procedures (SOP) that govern Act 537 sewage facilities planning module reviews. The SOPs can be found on the DEP website at http://www.portal.state.pa.us/portal/server.pt/community/Permit_Decision_Guarantee/21215/SOPs/1294992.

Consistent with the SOP, DEP may disapprove an administratively incomplete planning module submission. Please use the checklist provided in this letter below to guide both you and the municipality in providing an administratively complete planning module submission to DEP for review.

A copy of this letter should be attached to the planning module when submitted through the municipality to DEP. This letter is to be used by the applicant (or the applicant's authorized representative) as a checklist and guide to completing the planning modules and does not supersede the rules and regulations found in Chapter 71. The municipality must submit a complete module package. (See end of letter for applicant and municipal certification statements.)

In all cases, address the immediate and long range sewage disposal needs of the proposal and comply with 25 Pa. Code, Chapter 71, Subchapter C relating to New Land Development Plan Revisions.

If you have any questions concerning the information required, please contact me at 484.250.5186 or at SteRittenh@pa.gov and refer to the project name and DEP Code No. as referenced above.

Sincerely,



Stefanie Rittenhouse
Sewage Planning Specialist 2
Clean Water

Enclosure: Checklist

cc: Delaware County Planning Department
Mr. Coppock - Coppock Properties, LLC
Mr. Zienkowski - Radnor Township
RHM
Mr. Fulton - Springfield Township
Mr. Maloney - Upper Darby Township
DCJA
DELCORA
Mr. Ponert - City of Philadelphia Water Department
Planning Section
Re 30(GJE16CLW)312-3

Applicant Checklist (✓ or N/A)	Materials Required to be Included in the Planning Package	DEP Completeness Review
DEP Checklist Letter		
	DEP checklist letter is attached with items checked off by the applicant (or applicant's authorized representative) as included	
	DEP checklist letter certification statement completed and signed	
Transmittal Letter (Form 3800-FM-BPNPSM0355)		
	Transmittal Letter is attached, completed and the appropriate boxes in Section (i) are checked.	
	Transmittal Letter is signed by the municipal secretary	
Resolution of Adoption (Form 3800-FM-BPNPSM0356)		
	Resolution of Adoption is attached and completed	
	Resolution of Adoption is signed by the municipal secretary	
	Resolution of Adoption has a visible municipal seal	
Component 4A - Municipal Planning Agency Review (Form 3800-FM-BPNPSM0362A)		
	Component 4A is attached, completed and signed	
	Municipal Responses to Component 4A comments are included	
Component 4B - County Planning Agency Review (Form 3800-FM-BPNPSM0362B)		
	Component 4B is attached, completed and signed	
	Municipal Responses to Component 4B comments are included	
Component 4C - County or Joint Health Department Review (Form 3800-FM-BPNPSM0362C)		
	Component 4C is attached, completed and signed	
	Municipal Responses to Component 4C comments are included	
Component 3 Sewage Facilities Planning Module (Form 3800-FM-BPNPSM0353)		
<i>Section A: Project Information</i>		
	Section A.1. The Project Name is completed	
	Section A.2. The Brief Project Description is completed	
<i>Section B: Client Information</i>		
	Client Information is completed	
<i>Section C: Site Information</i>		
	Site Information is completed	
	A copy of the 7.5 minute USGS Topographic map is attached with the development site outlined, as required by the instructions and the checklist	
<i>Section D: Project Consultant Information</i>		
	Project Consultant Information is completed	

<i>Section E: Availability of Drinking Water Supply</i>		
	The appropriate box is checked in Section E	
	For existing public water supplies, the name of the company is provided	
	For public water supplies, the certification letter from the public water company is attached	
<i>Section F: Project Narrative</i>		
	The Project Narrative is attached	
	All information required in the module directions has been addressed	
<i>Section G: Proposed Wastewater Disposal Facilities</i>		
	Section G.1.a. The collection system boxes are checked	
	The Pennsylvania Clean Streams Law (CSL) permit number is provided for existing systems	
	Section G.1.b. The questions on the collection system are completed	
	Section G.2.a. The appropriate treatment facility box is checked	
	For existing treatment facilities, the name is provided	
	For existing treatment facilities, the NPDES permit number is provided	
	For existing treatment facilities, the CSL permit number is provided	
	For new treatment facilities, the discharge location is provided	
	Section G.2.b. The certification statement has been completed and signed by the wastewater treatment facility permittee or their representative	
	Section G.3. The plot plan is attached and contains all items in the module instructions under Section G.3	
	The plot plan will show the proposed sewer facilities, sewer extension and/or point of connection to the existing sewer line or point of discharge	
	Copies of easement(s) or right-of-way(s) are attached	
	Section G.4. The boxes are checked regarding Wetland Protection	
	Section G.5. The boxes are checked regarding Primary Agricultural Land	
	Section G.6. The boxes are checked confirming consistency with the Historic Preservation Act	
	The Cultural Resources Notice (CRN) (Form 0120-PM-PY0003) is attached	
	A return receipt for its submission to the Pennsylvania Historical and Museum Commission PHMC is attached	

<i>Section G: Proposed Wastewater Disposal Facilities</i>		
	The PHMC review letter is attached	
	Section G.7. The boxes are checked regarding Pennsylvania Natural Diversity Inventory (PNDI)	
	Pennsylvania Natural Diversity Inventory (PNDI) Project Environmental Review Receipt is attached	
	PNDI Review Receipt, if no potential impacts identified, is not older than 2 years	
	All supporting resolution documentation from jurisdictional agencies (when necessary) is attached and not older than 2 years	
	A completed PNDI Large Project Form (PNDI Form) (Form 8100-FM-FR0161) is attached with all supplemental materials and DEP is requested to complete the search.	
<i>Section H: Alternative Sewage Facilities Analysis</i>		
	The Alternative Sewage Facilities Analysis is attached	
	All information required in the module directions has been addressed	
<i>Section I: Compliance with Water Quality Standards and Effluent Limitations</i>		
	The box is checked regarding Waters Designated for Special Protection	
	The Social or Economic Justification is attached	
	The box is checked regarding Pennsylvania Waters Designated As Impaired	
	The box is checked regarding Interstate and International Waters	
	The box is checked regarding Tributaries to the Chesapeake Bay and the required information is provided	
	The Name of Permittee Agency, Authority, Municipality and the Initials of Responsible Agent are provided	
	If discharge to an intermittent stream, dry swale or manmade ditch is proposed, provide evidence that a certified letter has been sent to each owner of property over which the discharge will flow until perennial conditions are met	
<i>Section J: Chapter 94 Consistency Determination</i>		
	A map showing the path of the sewage to the treatment facility and the location of the discharge is provided	
	Section J.1. The Project Flows are provided	
	Section J.2. The permitted, existing, and projected average and peak flows are provided in the table for collection, conveyance and treatment facilities	
	Section J.3.a. The appropriate box is checked indicating capacity in the Collection and Conveyance Facilities	

<i>Section J: Chapter 94 Consistency Determination</i>		
	Section J.3.b. The Collection System information is completed, signed and dated	
	Section J.3.b. The Conveyance System information is completed, signed and dated	
	Section J.4.a. The appropriate box is checked regarding projected overloads at the Treatment Facility	
	Section J.4.b. The Treatment Facility information is completed, signed and dated	
	The Permittee of the wastewater treatment facility has submitted a Chapter 94 Wasteload Management Report, which includes the information for the collection and conveyance system to serve this project	
	An acceptable Wasteload Management Report Corrective Action Plan (CAP) and schedule has been submitted, as well as a connection management plan	
	A letter from the permittee, which grants allocations to the project consistent with the CAP, and a copy of the connection management plan has been submitted	
	Letter indicating the treatment plant is an interim regional treatment facility is attached	
<i>Section K: Treatment and Disposal Options</i>		
	For proposed treatment facilities, the appropriate box is checked indicating the selected Treatment and Disposal Option	
<i>Section L: Permeability Testing</i>		
	The Permeability Testing information is attached	
<i>Section M: Preliminary Hydrogeologic Study</i>		
	The Preliminary Hydrogeologic Study is attached	
	The Preliminary Hydrogeologic Study is signed and sealed by a Professional Geologist	
<i>Section N: Detailed Hydrogeologic Study</i>		
	The Detailed Hydrogeologic Study is attached	
	The Detailed Hydrogeologic Study is signed and sealed by a Professional Geologist	
<i>Section O: Sewage Management</i>		
	Section O.1. The box is checked indicating municipal or private facilities	
	If municipal, the remainder of Section O is not applicable	
	If private, the required analysis and evaluation of sewage management options is attached	
	Section O.2. The appropriate box is checked regarding the use of nutrient credits or offsets	
	Section O.3. The Project Flows for the private facilities are provided	

<i>Section O: Sewage Management</i>		
	Section O.4.a. The appropriate box is checked indicating capacity in the existing private Collection and Conveyance Facilities	
	Section O.4.b. The private Collection System information is completed, signed and dated	
	Section O.4.c. The private Conveyance System information is completed, signed and dated	
	Section O.5.a. The appropriate box is checked regarding projected overloads at the private Treatment Facility	
	Section O.5.b. The private Treatment Facility information is completed, signed and dated	
	Section O.6. The box is checked indicating the municipality will assure proper operation and maintenance of the proposed private facilities	
	The required documentation of sewage management is attached	
<i>Section P: Public Notification Requirement</i>		
	All Public Notification boxes in this section are checked	
	The public notice is attached, if public notification is necessary	
	All comments received as a result of the notice are attached	
	The municipal responses to these comments are attached	
	The box is checked indicating that no comments were received, if valid	
<i>Section Q: False Swearing Statements</i>		
	The planning module preparer's false swearing statement is completed and signed	
<i>Section R: Planning Module Review Fee</i>		
	The correct fee has been calculated	
	The correct fee has been paid	
	The request for fee exemption has been checked	
	The deed reference information is provided to support the fee exemption	
<i>Completeness Checklist</i>		
	The module completeness checklist is included	
	All completeness items have been checked as included by the municipality, as appropriate	
	The Municipal Official has signed and dated the checklist	

CERTIFICATION STATEMENT

I certify that this submittal is complete and includes all requested items. I understand that failure to submit a complete module package may result in a denial of the application.

Signed: _____

Date: _____

Applicant (or Applicant's authorized representative)

Signed: _____

Date: _____

Municipal Secretary

PHILIP M. AHR
President

LUCAS A. CLARK, ESQ.
Vice President

JAMES C. HIGGINS, ESQ.

ELAINE P. SCHAEFER

DON CURLEY

JOHN NAGLE

RICHARD F. BOOKER, ESQ.



RADNOR TOWNSHIP
301 IVEN AVENUE
WAYNE, PENNSYLVANIA 19087-5297

Phone (610) 688-5600

Fax (610) 971-0450

www.radnor.com

ROBERT A. ZIENKOWSKI
Township Manager
Township Secretary

JOHN B. RICE, ESQ.
Solicitor

JOHN E. OSBORNE
Treasurer

August 3, 2016

Nick Caniglia
Pierce, Caniglia & Taylor
125 Strafford Avenue, Suite 110
Wayne, PA 19087

SUBJECT: 12 WELWYN ROAD

Mr. Caniglia,

I have received and reviewed your letter dated July 19, 2016 requesting an opinion for 12 Welwyn Road. The property currently contains a Single Family Attached Dwelling. The subject property is located in the AC – Agricultural Conservation District. I offer the following for your consideration:

1. The property was the subject of a subdivision in 1988 which created a total of 3 residential lots.
2. These lots were recorded at the Recorder of Deeds of Delaware County.
3. From my research of information that you provided and available published data, these lots have their own individual map and folio numbers.

Given the above, it would appear that each of these lots are building lots. Please note that any development of/on these lots will need to comply with current municipal regulations.

A thorough zoning review has not been completed. This opinion applies only to the issues noted above. Further, the property owner is responsible for securing all other necessary permits and approvals. If you have any questions regarding this determination, please contact me.

Sincerely,

Kevin W. Kochanski, RLA, CZO
Director of Community Development

cc: Property File

PIERCE, CANIGLIA & TAYLOR

ATTORNEYS AT LAW

125 STRAFFORD AVENUE - SUITE 110

P. O. Box 312

WAYNE, PENNSYLVANIA 19087

**JAMES M. PIERCE
NICHOLAS J. CANIGLIA
KENNETH C. TAYLOR**

**TELEPHONE
(610) 688-2626
FAX
(610) 688-5761**

July 19, 2016

Kevin W. Kochanski
Director of Community Development
Radnor Township
301 Iven Avenue
Wayne, PA 19087

**Re: Zoning Compliance Letter
Property: 12 Welwyn Road, Wayne
Land Owner: University of Notre Dame**

Dear Kevin:

Please be advised that I represent the above Land Owner ("Owner"). The Owner owns Lots 1, 2, and 3 collectively know as 12 Welwyn Lane. The respective Folio Numbers are: 36-06-04032-01, 36-06-04032-02, and 36-06-04032-00. Lot 3 contains the existing residence. Lots 1 and 2 are vacant lots. I have attached the tax assessment information for each Lot from the Delaware County Assessor's office.

The property is zoned R-1. It was subdivided in 1988 and recorded in the Recorder of Deeds of Delaware County on December 13, 1988 in Book 16 Page 79. A copy of the Plans are enclosed.

My request herein is solely to confirm that the site contains 3 buildable lots. I understand that any new construction on a Lot would need to comply with the current Zoning Code regulations regarding setbacks, building area, and impervious coverage requirements for each Lot. It is also understood that no buildings or structures may be located in current steep slope areas and the extension of the road would need to conform to current engineering requirements.

Enclosed is the fee of \$100.00 for the Zoning Compliance Letter.

Thank you for your time and consideration. If you have any questions or need any further information please do not hesitate to contact me.

Very truly yours,



NICHOLAS J. CANIGLIA
Encs.

SITE ENGINEERING CONCEPTS, LLC
CIVIL ENGINEERING AND CONSULTING SERVICES

TRANSMITTAL

TO:	FROM: Rob Lambert
COMPANY: Radnor Township	DATE: 10/17/2016
STREET ADDRESS:	PHONE:
CITY, ZIP:	SENDER'S REFERENCE NUMBER:
RE: Amended Plan for 12 Welwyn Rd	CC:

COPIES	SHEETS	DATE	ITEM
1			SALDO Application
1			\$1400 Radnor Township Application Fee to "Radnor Township"
1			\$7000 Professional Services Escrow Fee to "Radnor Township"
1			Agreement of Sale
1			Title report and deed
26			Amended Plan for 12 Welwyn Rd (8 copies notarized)
7			11"x17" Amended Plan for 12 Welwyn Rd
10			Thumb drives of complete submission
2			Amended Plan Stormwater Management Analysis
2			Conceptual Permit Plan – Lot 1
2			Conceptual Stormwater Management Analysis – Lot 1
2			Conceptual Permit Plan – Lot 2
2			Conceptual Stormwater Management Analysis - Lot 2

NOTES/COMMENTS:

The applicant proposes to modify an existing approved plan to permit the construction of a shared driveway and on-site stormwater in lieu of a cul-de-sac and off-site storm discharge. The modification to the plan will preserve many trees and a portion of steep slopes. No other improvements are currently proposed.

RADNOR TOWNSHIP
301 IVEN AVE
WAYNE PA 19087
P) 610 688-5600
F) 610 971-0450
WWW.RADNOR.COM

SUBDIVISION ~ LAND DEVELOPMENT

Location of Property 12 Welwyn Rd, Radnor, PA 19087

Zoning District AC Application No. _____
(Twp. Use)

Fee _____ Ward No. _____ Is property in HARB District no

Applicant: (Choose one) Owner _____ Equitable Owner X

Name Coppock Properties LLC, c/o Robert Coppock

Address 43 Upper Gulph Road, Devon, PA 19333

Telephone 610-909-1595 Fax _____ Cell _____

Email bcviking11@aol.com

Designer: (Choose one) Engineer X Surveyor _____

Name Site Engineering Concepts, LLC, c/o Rob Lambert

Address P.O. Box 1992, Southeastern, PA 19399

Telephone 610-240-0450 Fax 610-240-0451

Email rlambert@site-engineers.com

Area of property lot 1=2.273ac, lot 2=2.053ac Area of disturbance 0.5 acres
lot 3=2.941ac Existing/

Number of proposed buildings 0; 1 existing Proposed use of property single family residential
house & detached garage

Number of proposed lots 0; 3 existing

Plan Status: Sketch Plan _____ Preliminary _____ Amended Final X Revised _____
Are there any requirements of Chapter 255 (SALDO) that are not in compliance with?

Are there any requirements of Chapter 255 (SALDO) not being adhered to?
Explain the reason for noncompliance.

none that we are aware of

Are there any infringements of Chapter 280 (Zoning), and if so what and why?

none that we are aware of

Individual/Corporation/Partnership Name

Coppock Properties LLC, c/o Robert Coppock

I do hereby certify that I am the owner, equitable owner or authorized representative of the property which is the subject of this application.

Signature _____

Print Name Coppock Properties LLC, c/o Robert Coppock

By filing this application, you are hereby granting permission to Township officials to visit the site for review purposes.

NOTE: All requirements of Chapter 255 (Subdivision of Lane) of the Code of the Township of Radnor must be complied with whether or not indicated in this application.

PIERCE, CANIGLIA & TAYLOR

ATTORNEYS AT LAW

125 STRAFFORD AVENUE - SUITE 110

P. O. Box 312

WAYNE, PENNSYLVANIA 19087

**JAMES M. PIERCE
NICHOLAS J. CANIGLIA
KENNETH C. TAYLOR**

**TELEPHONE
(610) 688-2626
FAX
(610) 688-5761**

July 19, 2016

Kevin W. Kochanski
Director of Community Development
Radnor Township
301 Iven Avenue
Wayne, PA 19087

**Re: Zoning Compliance Letter
Property: 12 Welwyn Road, Wayne
Land Owner: University of Notre Dame**

Dear Kevin:

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The property is zoned R-1. It was subdivided in 1988 and recorded in the Recorder of Deeds of Delaware County on December 13, 1988 in Book 16 Page 79. A copy of the Plans are enclosed.

My request herein is solely to confirm that the site contains 3 buildable lots. I understand that any new construction on a Lot would need to comply with the current Zoning Code regulations regarding setbacks, building area, and impervious coverage requirements for each Lot. It is also understood that no buildings or structures may be located in current steep slope areas and the extension of the road would need to conform to current engineering requirements.

Enclosed is the fee of \$100.00 for the Zoning Compliance Letter.

Thank you for your time and consideration. If you have any questions or need any further information please do not hesitate to contact me.

Very truly yours,



NICHOLAS J. CANIGLIA
Encs.

LETTER OF TRANSMITTAL



P.O. Box 80794
Valley Forge, PA 19484-0794
Fax: (610) 650-8190
Tel: (610) 650-8101

TO Linda Hill, Director	DATE 10/28/2016	JOB NO. 56756.271
Delaware County Planning Commission	RE: 12 Welwyn Road	
201 West Front Street	Radnor Township	
Media, PA 19063		

WE ARE SENDING YOU: **Attached** **Under separate cover via _____ the following items:**

- | | | |
|--|---|---|
| <input type="checkbox"/> Shop drawings | <input type="checkbox"/> Prints | <input type="checkbox"/> Plans |
| <input type="checkbox"/> Samples | <input type="checkbox"/> Specifications | <input type="checkbox"/> Copy of Letter |
| <input type="checkbox"/> Change order | <input type="checkbox"/> Other _____ | |

COPIES	DATE	NO.	DESCRIPTION
3	10/17/2016		12 Welwyn Road Plans
1	10/28/2016		Executed DCPC Application
1	10/24/2016		\$180 Application Check

THESE ARE TRANSMITTED as checked below:

- | | | |
|--|---|---|
| <input type="checkbox"/> For approval | <input type="checkbox"/> Approved as submitted | <input type="checkbox"/> Resubmit ___ copies for approval |
| <input checked="" type="checkbox"/> For your use | <input type="checkbox"/> Approved as noted | <input type="checkbox"/> Submit ___ copies for distribution |
| <input type="checkbox"/> As requested | <input type="checkbox"/> Returned for corrections | <input type="checkbox"/> Return ___ corrected prints |
| <input type="checkbox"/> For review and comment | | |
| <input type="checkbox"/> FOR BIDS DUE _____ 20__ | <input type="checkbox"/> PRINTS RETURNED AFTER LOAN TO US | |

REMARKS:

Linda,
On behalf of Radnor Township, we are transmitting the above application package for review. If you need any additional information, please contact me.

COPY TO:

GANNETT FLEMING, INC.

FILE:

SIGNED Patti Kaufman

If enclosures are not as noted, kindly notify us at once.

DELAWARE COUNTY PLANNING COMMISSION

APPLICATION FOR ACT 247 REVIEW

Incomplete applications will be returned and will not be considered "received" until all required information is provided.

Please type or print legibly

DEVELOPER/APPLICANT

Name Coppock Properties LLC E-mail bcviking11@aol.com
c/o Robert Coppock

Address 43 Upper Gulph Road, Devon, PA 19333 Phone 610-909-1595

Name of Development 12 Welwyn Rd

Municipality Radnor Township

ARCHITECT, ENGINEER, OR SURVEYOR

Name of Firm Site Engineering Concepts, LLC Phone 610-240-0450

Address P.O. Box 1992, Southeastern, PA 19399

Contact Peter Cokonis E-mail pcokonis@site-engineers.com

Type of Review	Plan Status	Utilities		Environmental Characteristics
		Existing	Proposed	
<input type="checkbox"/> Zoning Change	<input type="checkbox"/> Sketch	<input type="checkbox"/> Public Sewerage	<input checked="" type="checkbox"/> Public Sewerage	
<input checked="" type="checkbox"/> Land Development	<input type="checkbox"/> Preliminary	<input checked="" type="checkbox"/> Private Sewerage	<input type="checkbox"/> Private Sewerage	<input type="checkbox"/> Wetlands
<input type="checkbox"/> Subdivision	<input type="checkbox"/> Final	<input checked="" type="checkbox"/> Public Water	<input checked="" type="checkbox"/> Public Water	<input type="checkbox"/> Floodplain
<input type="checkbox"/> PRD	<input type="checkbox"/> Tentative <input checked="" type="checkbox"/> Amended Recorded Final Plan	<input type="checkbox"/> Private Water	<input type="checkbox"/> Private Water	<input checked="" type="checkbox"/> Steep Slopes

Zoning District AC

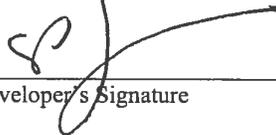
Tax Map # 39/ 19/ 039 - 001, 002, 003

Tax Folio # 36/ 06/ 04032 / 00

STATEMENT OF INTENT

WRITING "SEE ATTACHED PLAN" IS NOT ACCEPTABLE.

Existing and/or Proposed Use of Site/Buildings:
The equitable owner/applicant is proposing to amend the recorded subdivision plan for the property. The recorded plan consists of 3 lots (1 existing single family home) and no changes to lot lines are proposed. The only changes proposed are to construct a common driveway instead of the formerly proposed cul-de-sac turnaround and to eliminate the proposed offsite stormwater pipe discharge. The amended plan's driveway layout will result in less steep slopes and tree disturbance and utilizes on-site stormwater facilities to manage both volume and rate controls which eliminates the need for a discharge pipe through wooded areas and across other properties.

Total Site Area	7.267 acres: lot 1= 2.273 ac, lot 2=2.053 ac, lot 3=2.941 ac	Acres
Size of All Existing Buildings	3909	Square Feet
Size of All Proposed Buildings	3909	Square Feet
Size of Buildings to be Demolished	0	Square Feet
Coppock Properties LLC		
c/o Robert Coppock		
Print Developer's Name		Developer's Signature

MUNICIPAL SECTION

ALL APPLICATIONS AND THEIR CONTENT ARE A MUNICIPAL RESPONSIBILITY.

Local Planning Commission Regular Meeting November 7, 2016, December 5, 2016

Local Governing Body Regular Meeting _____

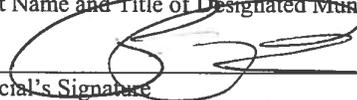
Municipal request for DCPD staff comments prior to DCPC meeting, to meet municipal meeting date:

Actual Date Needed _____

IMPORTANT: If previously submitted, show assigned DCPD File # _____

Roger A. Phillips, PE Township Engineer
Print Name and Title of Designated Municipal Official

610-688-5600
Phone Number


Official's Signature

10/28/2016
Date

FOR DCPD USE ONLY

Review Fee: Check # _____ Amount \$ _____ Date Received _____

Applications with original signatures must be submitted to DCPD.

COMMITMENT FOR TITLE INSURANCE

Issued by **Commonwealth Land Title Insurance Company**



COMMONWEALTH LAND TITLE INSURANCE COMPANY, a Nebraska corporation ("Company"), for a valuable consideration, commits to issue its policy or policies of title insurance, as identified in Schedule A, in favor of the Proposed Insured named in Schedule A, as owner or mortgagee of the estate or interest in the land described or referred to in Schedule A, upon payment of the premiums and charges and compliance with the Requirements; all subject to the provisions of Schedules A and B and to the Conditions of this Commitment.

This Commitment shall be effective only when the identity of the Proposed Insured and the amount of the policy or policies committed for have been inserted in Schedule A by the Company.

All liability and obligation under this Commitment shall cease and terminate Twelve (12) months after the Effective Date or when the policy or policies committed for shall issue, whichever first occurs, provided that the failure to issue the policy or policies is not the fault of the Company.

The Company will provide a sample of the policy form upon request.

IN WITNESS WHEREOF, the Company has caused this Commitment to be signed with the facsimile signatures of its President and Secretary and sealed as required by its By-Laws.

COMMONWEALTH LAND TITLE INSURANCE COMPANY

Attest:

Secretary



By:

President

CONDITIONS

1. The term mortgage, when used herein, shall include deed of trust, trust deed, or other security instrument.
2. If the proposed Insured has or acquired actual knowledge of any defect, lien, encumbrance, adverse claim or other matter affecting the estate or interest or mortgage thereon covered by this Commitment other than those shown in Schedule B hereof, and shall fail to disclose such knowledge to the Company in writing, the Company shall be relieved from liability for any loss or damage resulting from any act of reliance hereon to the extent the Company is prejudiced by failure to so disclose such knowledge. If the proposed Insured shall disclose such knowledge to the Company, or if the Company otherwise acquires actual knowledge of any such defect, lien, encumbrance, adverse claim or other matter, the Company at its option may amend Schedule B of this Commitment accordingly, but such amendment shall not relieve the Company from liability previously incurred pursuant to paragraph 3 of these Conditions.
3. Liability of the Company under this Commitment shall be only to the named proposed Insured and such parties included under the definition of Insured in the form of policy or policies committed for and only for actual loss incurred in reliance hereon in undertaking in good faith (a) to comply with the requirements hereof, or (b) to eliminate exceptions shown in Schedule B, or (c) to acquire or create the estate or interest or mortgage thereon covered by this Commitment. In no event shall such liability exceed the amount stated in Schedule A for the policy or policies committed for and such liability is subject to the insuring provisions and Conditions and the Exclusions from Coverage of the form of policy or policies committed for in favor of the proposed Insured which are hereby incorporated by reference and are made a part of this Commitment except as expressly modified herein.
4. This Commitment is a contract to issue one or more title insurance policies and is not an abstract of title or a report of the condition of title. Any action or actions or rights of action that the proposed Insured may have or may bring against the Company arising out of the status of the title to the estate or interest or the status of the mortgage thereon covered by this Commitment must be based on and are subject to the provisions of this Commitment.

ATACO LAND TRANSFER, INC.
109 Evans Street East
Washington Bldg Ste. B
West Chester, PA 19380
610-436-6510

ATACO Land Transfer, Inc.
109 Evans Street East, Washington Building, Ste. B
West Chester, PA 19380
Phone: 610-436-6510
Fax: 610-436-8112

COMMITMENT FOR TITLE INSURANCE

Commonwealth Land Title Insurance Company

Effective Date: August 01, 2016

Schedule A

1. Policy or Policies to be issued:
 - A. Policy to be Issued:
ALTA Owners 2006 (as modified by TIRBOP)
Proposed Insured: Robert P. Coppock, Sr.
Amount of Insurance:
Effective Date:
 - B. Policy to be Issued:
ALTA Loan 2006 (as modified by TIRBOP)
Proposed Insured: John J. and Catherine J. Brennan
Amount of Insurance:
Effective Date:
2. Title to the estate or interest in the land described or referred to in this Commitment is a Fee Simple and is at the effective date hereof vested in:

University of Notre Dame du LAC
3. The land referred to in this Commitment is described in Schedule C attached hereto and made part hereof.

For Information Purposes Only:
12 Welwyn Road
Subdivision Plan for John A. Brown, Lot # Lot 3, 2 and 1
Radnor Township
Delaware County, PA

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ALTA Commitment (6-17-06)



Schedule B Section 1 Requirements

This Title Insurance Commitment (the "Commitment") is issued pursuant to the Agreement to Issue Policy contained on the American Land Title Insurance Commitment (2006) front cover form (the "Form") and is subject to the Conditions stated therein. Any title search and examination conducted by or for the Company in connection with the issuance of this Commitment is solely for the benefit of the Company. The sole liability of Company and its agent shall arise under and be governed by the Commitment and/or Policy subsequently issued. If this copy of the Commitment is not accompanied by the Form, a copy of the Form may be obtained from this Company upon request.

PLEASE BE ADVISED THAT A CONTINUATION SEARCH WILL BE MADE AT THE TIME OF CLOSING TO UPDATE THE EFFECTIVE DATE OF THE COMMITMENT AND THAT THE EARLIER EFFECTIVE DATE SHOWN AT THE BEGINNING OF THIS COMMITMENT WILL NOT AFFECT THE DATE OF COVERAGE OF THE POLICY. THE DATE OF THE POLICY WILL BE THE DATE OF RECORDING OF THE INSURED INSTRUMENT AND WILL COVER THE GAP BETWEEN THE LAST DATE COVERED BY THE OFFICIAL RECORD AT THE TIME OF CLOSING AND THE DATE OF RECORDING.

THE FOLLOWING REQUIREMENTS MUST BE MET:

1. Instrument(s) satisfactory to us, creating the estate or interest to be insured must be executed, delivered and filed for record.
 - A. **DEED FROM:** University of Notre Dame du LAC
TO: Robert P. Coppock, Sr.
DATED: _____
RECORDED: _____
 - B. **MORTGAGE FROM:** Robert P. Coppock, Sr.
TO: John J. and Catherine J. Brennan
DATED: _____
RECORDED: _____
2. Payment of full consideration to or for the account of the grantors or mortgagors.
3. Payment of the premiums, fees and charges for the policy.
4. Possible unfiled mechanics liens and municipal claims.
5. Terms of any unrecorded lease or rights of parties in possession.
6. Proof that all natural persons in this transaction are of full age and legally competent.
7. Proof of identity of parties as set forth in Recital.
8. **POWERS OF ATTORNEY:** If any party to the settlement intends to use a Power of Attorney at settlement, a copy of such Power of Attorney must be submitted for review in advance of settlement. Failure to comply with this requirement may result in the postponement of the settlement. Acceptability of the Power of Attorney for purposes of completion of settlement is within the discretion of the insurer.
9. Proof to be provided that any individuals holding record title have not, subsequent to acquisition of title, been a party to any divorce proceedings, whether currently ongoing or completed prior

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ALTA Commitment (6-17-06)



Schedule B Section 1 Requirements continued

to the transaction that is the subject of this report/commitment. In the event such divorce proceedings have occurred, same to be examined and possible additional exceptions and requirements to be added. This requirement applies only to individuals and is not applicable if record owner is an LLC, LP, Corporation or other business entity.

10. Information must be furnished concerning the Social Security Number(s) and/or the Tax Identification Number(s) and future addresses of grantors for the completion of Substitute Form 1099 at the Closing of Transaction.
11. Proof that no parties to this transaction are involved in bankruptcy proceedings; if bankruptcy has been filed, same to be examined; possible additional requirements/exceptions to be added.
12. Satisfactory evidence should be provided that improvements and/or repairs or alterations thereto are completed; that contractor, sub-contractors, labor and materialmen are all paid; and have released of record all liens or notice of intent to perfect a lien for labor material.
13. TAXES:
Receipts for Township, County and School Taxes for the three prior years to be produced.
Township, County and School Taxes for the current year 2016
Assessment \$626,140.00 and \$292,200.00 (grd) and \$289,700.00 (grd)
Tax ID / Parcel No. 36-06-04032-00 and 36-06-04032-02 and 36-06-04032-01
14. WATER AND SEWER RENTS:
Receipts for Water and Sewer Rents for the three prior years to be produced.
Water and Sewer Rents for the current year 2016.
15. MECHANICS AND MUNICIPAL CLAIMS: NONE
16. MORTGAGES: NONE
17. JUDGMENTS:
 - A) Probation Department of Delaware County vs. John Brennan, Jr. entered on 11/06/1995 in the amount of \$332.50; Docket #1995-869431.
 - B) Probation Department of Delaware County vs. John Brennan entered on 11/18/2003 in the amount of \$887.00; Docket #2003-864416.
 - C) Probation Department of Delaware County vs. John Brennan entered on 12/15/2010 in the amount of \$2,090.50; Docket #2010-865730.
 - D) Probation Department of Delaware County vs. John Brennan entered on 01/20/2011 in the amount of \$1,325.50; Docket #2011-860274.
 - E) Probation Department of Delaware County vs. John J. Brennan entered on 02/07/1997 in the amount of \$1,577.50; Docket #1997-002054.
 - F) Probation Department of Delaware County vs. John James Brennan entered on 11/14/2000 in the amount of \$777.50; Docket #2000-863696.
 - G) Probation Department of Delaware County vs. John James Brennan entered on 11/14/2000 in the amount of \$2,492.50; Docket #2000-863697.

**Schedule B Section 1
Requirements continued**

- H) Probation Department of Delaware County vs. John James Brennan entered on 05/28/2008 in the amount of \$383.00; Docket #2008-862350.
- I) Probation Department of Delaware County vs. John Brennan, Jr. entered on 11/18/2003 in the amount of \$587.00; Docket #2003-864392.
- J) Probation Department of Delaware County vs. John J. Brennan, Jr. entered on 05/08/2008 in the amount of \$923.00; Docket #2008-862057.
- K) Probation Department of Delaware County vs. John James Brennan, Jr. entered on 11/18/2003 in the amount of \$1,222.00; Docket #2003-864418.
- L) Probation Department of Delaware County vs. John James Brennan, Jr. entered on 05/02/2008 in the amount of \$923.00; Docket #2008-861977.
18. Prior to settlement, search of statewide support lien system (<http://www.childsupport.state.pa.us>) to be performed to determine the existence of support arrearages, if any. Company or its Agent to be provided with social security numbers of all natural persons that are a party to the transaction so that this search can be performed by the closing officer no more than 30 days in advance of closing.
19. Names of all relevant parties to the within real estate transaction to be searched prior to closing to verify that they are not Specially Designated Nationals subject to the provisions of President's Executive Order Targeting Terrorist Assets.
20. Owner's Affidavit on Company form to be executed by sellers or mortgagors and filed with Company.
21. Last Insured: Horizon Abstract Company; No. PA-0544-1; Dated: 03/14/1988; Amount: \$725,000.00.
22. The following note is for Informational Purposes Only
- The following deed(s) affecting said land were recorded within six (6) months of the date of this report:
- Grantor: John J. Brennan and Catharine J. Brennan
- Grantee: University of Notre Dame du LAC
- Recorded: 05/20/2016 in Instrument Number: Volume 5811 page 1638
23. The following note is for Informational Purposes Only
- The following deed(s) affecting said land were recorded within six (6) months of the date of this report:
- Grantor: John J. Brennan and Catharine J. Brennan
- Grantee: University of Notre Dame du LAC
- Recorded: 05/20/2016 in Instrument Number: Volume 5811 page 1650
24. The following note is for Informational Purposes Only

**Schedule B Section 1
Requirements continued**

The following deed(s) affecting said land were recorded within six (6) months of the date of this report:

Grantor: John J. Brennan and Catharine J. Brennan

Grantee: University of Notre Dame du LAC

Recorded: 05/20/2016 in Instrument Number: Volume 5811 page 1644

25. Copy of By-Laws of University of Notre Dame du LAC.
26. Consent of governing body to this transaction, if required.
27. Certified copy of resolution of University of Notre Dame du LAC in accordance with its By-Laws authorizing trustees to execute and deliver the instruments to be insured.

Schedule B Section 2 Exceptions

In the event that one or more of the Exceptions listed below references covenants, conditions and/or restrictions, please note that the Exception(s) specifically exclude any covenants or restrictions, if any, based upon race, color, religion, sex, sexual orientation, familial status, marital status, disability, handicap, national origin, ancestry, or source of income, as set forth in applicable state or federal laws, except to the extent that said covenant or restriction is permitted by applicable law.

1. Defects, liens, encumbrances, adverse claims or other matters, if any, created, first appearing in the public records or attaching subsequent to the effective date hereof but prior to the date of the proposed insured acquires for value of record the estate or interest or mortgage thereon covered by this report.
2. Rights or claims of parties in possession of the land not shown by the public record.
3. Any lien, or right to a lien, for services, labor or materials heretofore or hereafter furnished, imposed by law and not shown by the public records.
4. Easements, encroachments, overlaps, shortages of area, boundary line disputes and other matters affecting title that an accurate and complete survey would disclose.
5. Real estate taxes for the current and prior tax years which are hereafter assessed and are not yet due and payable.
6. Rights of the public and others entitled thereto in and to the use of that portion of the premises within the bounds of Welwyn Road.
7. Declaration of Non-acceptance of road by Twp. of Radnor in Deed Book 1394 page 520.
8. Rights granted to Philadelphia Suburban Water Co in Deed Book 1881 page 582.
9. Rights granted to Philadelphia Electric Company in Volume 519 page 377.
10. Notes, conditions, setback lines, easements, reservations, covenants and restrictions as shown and set forth in plans, recorded in Plan Volumes 15 page 126 and 16 page 79, but omitting any covenants or restrictions, if any, based upon race, color, religion, sex, sexual orientation, familial status, marital status, disability, handicap, national origin, ancestry, or source of income, as set forth in applicable state or federal laws, except to the extent that said covenant or restriction is permitted by applicable law.
11. Easement and proportionate part of expense of maintenance of Welwyn Road (Private Road) on East, as set forth in Volume 558 page 176.
12. Covenants in Volume 558 page 176.

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ALTA Commitment (6-17-06)



Schedule C Description and Recital

All that certain tract, situate in the Township of Radnor, County of Delaware, Commonwealth of Pennsylvania, bounded and described according to a Subdivision Plan made for John A. Brown by Yerkes Associates, Inc., dated March 7, 1988 and last revised on October 4, 1988 and recorded on December 13, 1988 in the Recorder of Deeds of Delaware County in Plan Book 16 page 79, being Lot #1 as shown on Said Plan, as follows to wit:

Beginning at a point on the South side of Welwyn Lane, said point being the following two courses and distances from the intersection of the centerlines of West Wayne Avenue and Welwyn Lane (40 feet wide): (1) Southwestwardly 649.33 feet along the middle line of Welwyn Lane to a point (2) South 30 degrees 47 minutes East 20 feet to a point on the right-of-way of Welwyn Lane, and point of beginning. Thence from said point of beginning along the South side of Welwyn Lane South 52 degrees 52 minutes West 99.53 feet to an iron pin, thence leaving the South side of Welwyn Lane North 37 degrees S minutes West 50.00 feet to a point marking the center of the cul-de-sac of Welwyn Lane, thence along a line South 38 degrees 46 minutes 16 seconds West, crossing the right-of-way of Welwyn Lane 122.45 feet to a point, thence along a line South 71 degrees West 271.72 feet to a point, thence along a line North 19 degrees West 220.00 feet to a point, thence along a line North 71 degrees East 289.50 feet to an iron pipe, thence along a line North 70 degrees 10 minutes 30 seconds East 191.39 feet to an iron pipe, thence along a line South 17 degrees 54 minutes East 134.86 feet, to a point on the North side of Welwyn Lane, thence crossing Welwyn Lane along a line South 30 degrees 47 minutes East 40 feet to a point and place of beginning.

Being Lot 1

All that certain tract, situate in the Township of Radnor, County of Delaware, Commonwealth of Pennsylvania, bounded and described according to a Subdivision Plan made for John A. Brown by Yerkes Associates, Inc., dated March 7, 1988 and last revised on October 4, 1988 and recorded on December 13, 1988 in the Recorder of Deeds of Delaware County in Plan Book 16 page 79, being Lot 2 as shown on Said Plan, as follows to wit:

Beginning at a point at the center of the cul-de-sac of Welwyn Lane (40 feet wide), said point being the following four courses and distances from the intersection of the centerlines of West Wayne Avenue and Welwyn Lane. (1) Southwestwardly 649.33 feet along the middle line of Welwyn Lane to a point, (2) South 30 degrees 47 minutes East 20 feet, (3) South 52 degrees 52 minutes West 99.53 feet to an iron pin, (4) North 37 degrees 8 minutes West 50 feet to center of the cul-de-sac of Welwyn Lane, and point of beginning. Thence leaving the center of the cul-de-sac of Welwyn Lane, South 7 degrees 16 minutes 30 seconds West 50 feet to a point on the right-of-way of Welwyn Lane. Thence leaving the right-of-way of Welwyn Lane along a line South 43 degrees 7 minutes West 86.53 to a point, thence along a line South 71 degrees West 277.69 feet to a point, thence along a line South 19 degrees East 66.12 feet to a point, thence along a line South 66 degrees 49 minutes West 246.95 feet to a point, thence along a line North 23 degrees 11 minutes West 325.00 feet to a point, thence along a line North 71 degrees East 270.00 feet to a point, thence along a line South 19 degrees East 220 feet to a point, thence along a line North 71 degrees East 272.72 feet to a point, thence along a line North 38 degrees 46 minutes 16 seconds East, crossing the right-of-way of the cul-de-sac of Welwyn Lane 122.45 feet and place of beginning.

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ALTA Commitment (6-17-06)



Being Lot 2

All that certain tract, situate in the Township of Radnor, County of Delaware, Commonwealth of Pennsylvania, bounded and described according to a Subdivision Plan made for John A. Brown by Yerkes Associates, Inc., dated March 7, 1988 and last revised on October 4, 1988 and recorded on December 13, 1988 in the Recorder of Deeds of Delaware County in Plan Book 16 page 79, being Lot 3 as shown on Said Plan, as follows to wit:

Beginning at a point on the right-of-way of Welwyn Lane, said point being the following three (3) courses and distances from the intersection of the centerlines of West Wayne Avenue and Welwyn Lane (40 feet wide): (1) Southwestwardly 649.33 feet along the middle line of Welwyn Lane to a point (2) South 30 degrees 47 minutes East 20 feet to an iron pin, (3) South 52 degrees 52 minutes West 9933 feet to a point on the South side of Welwyn Lane, and place of beginning. Thence along a line South 43 degrees 7 minutes West 114.89 feet to a point, thence along a line South 12 degrees 8 minutes 30 seconds East 267.79 feet to a point, thence along a line South 65 degrees 44 minutes West 260.14 feet to a point, thence along a line North 52 degrees 7 minutes West 67.82 feet to a point, thence along a line South 65 degrees 44 minutes West 196.00 feet to a point, thence along a line North 23 degrees 11 minutes West 183.24 feet to a point, thence along a line North 66 degrees 49 minutes East 246.95 feet to a point, thence along a line North 19 degrees West 66.12 feet to a point, thence along a line North 71 degrees East 277.69 feet to a point, thence along a line North 43 degrees 7 minutes East 86.53 feet to a point on the right-of-way of Welwyn Lane, thence leaving the right-of-way of Welwyn Lane, along a line North 7 degrees 16 minutes 30 seconds East 50.00 feet to a point marking the center of the cul-de-sac of Welwyn Lane, thence leaving the center of the cul-de-sac of Welwyn Lane along a line South 37 degrees 8 minutes East 50.00 feet to a point and place of beginning.

Being Lot 3

Tax ID / Parcel No. 36-06-04032-00 and 36-06-04032-02 and 36-06-04032-01

Being part of the same premises which John A. Brown and Helen T. Brown, husband and wife by Deed dated 3/14/1988 and recorded 3/16/1988 in Delaware County in Deed Book 558 Page 176 conveyed unto John J. Brennan and Catharine J. Brennan, husband and wife, in fee.

Being part of the same premises which John J. Brennan and Catharine J. Brennan by Deed dated 04/28/2016 and recorded 05/20/2016 in Delaware County in Volume 5811 Page 1638 conveyed unto University of Notre Dame du LAC, in fee.

Being part of the same premises which John J. Brennan and Catharine J. Brennan by Deed dated 04/28/2016 and recorded 05/20/2016 in Delaware County in Volume 5811 Page 1644 conveyed unto University of Notre Dame du LAC, in fee.

Being part of the same premises which John J. Brennan and Catharine J. Brennan by Deed dated 04/28/2016 and recorded 05/20/2016 in Delaware County in Volume 5811 Page 1650 conveyed unto University of Notre Dame du LAC, in fee.

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ALTA Commitment (6-17-06)



NOTICES

1. PLEASE BE ADVISED THAT Commonwealth Land Title Insurance Company ("COMPANY") AND ATACO Land Transfer, Inc. ("AGENT") HAVE NO KNOWLEDGE, TRAINING OR EXPERIENCE IN MATTERS THAT ARE UNRELATED TO TITLE INSURANCE, INCLUDING, BUT NOT LIMITED TO, SUCH MATTERS AS BULK SALE TRANSFERS, BULK SALE CLEARANCE CERTIFICATE REQUIREMENTS (IF APPLICABLE), ZONING/SUBDIVISION, STRUCTURAL REPAIRS, ENVIRONMENTAL, WATER INFILTRATION, WETLANDS, TERMITES OR ONSITE SEWAGE SYSTEMS, AND WE DO NOT INTEND TO, AND CANNOT, PROVIDE SERVICES OR ADVICE TO YOU ON SUCH MATTERS. IF YOU ARE FACED WITH ISSUES REGARDING SUCH MATTERS, YOU SHOULD CONSULT A LAWYER, ENGINEER, ARCHITECT OR OTHER APPROPRIATE CONSULTANT OR PROFESSIONAL OF YOUR CHOICE.
2. ALSO BE ADVISED THAT YOU MAY PURCHASE AT ADDITIONAL COST ENHANCED COVERAGES FROM THE BASIC POLICY OF TITLE INSURANCE. IF YOU WISH AN EXPLANATION OF THE ENHANCED COVERAGES AND THE COST FOR THESE ADDITIONAL COVERAGES, PLEASE CONTACT THE PARTY LISTED BELOW.
3. THE COMMONWEALTH OF PENNSYLVANIA DEPARTMENT OF INSURANCE REQUIRES THAT WE SEND THE FOLLOWING NOTICE TO YOU, OUR APPLICANT, PRIOR TO CLOSING. IF APPLICABLE, THE DEPARTMENT FURTHER REQUIRE THAT YOU, THE APPLICANT, FORWARD THIS NOTICE TO THE ULTIMATE CONSUMER IN ADVANCE OF THE DAY OF CLOSING:

YOUR TITLE INSURANCE FEE COVERS THE COST OF CLOSING ON THE INSURED REAL ESTATE PROPERTY IF IT TAKES PLACE DURING REGULAR OFFICE HOURS AND AT THE OFFICE OF THE TITLE INSURANCE AGENT OR UNDERWRITER. IF YOUR CLOSING TAKES PLACE AT A LOCATION OR TIME OF YOUR CHOOSING, OR THAT OF YOUR LENDER OR REALTOR, THE TITLE INSURANCE AGENT OR UNDERWRITER MAY IMPOSE AN ADDITIONAL CHARGE FOR THIS SPECIAL SERVICE. YOU MAY DETERMINE THE AMOUNT OF THIS ADDITIONAL CHARGE, IF ANY, BY CONTACTING THE PARTY LISTED BELOW.

ATACO Land Transfer, Inc.
109 Evans Street East, Washington Building, Ste. B
West Chester, PA 19380
Phone: 610-436-6510
Fax: 610-436-8112

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ALTA Commitment (6-17-06)



DEED-1394

520 LEDGED THE ABOVE INDENTURE TO BE THEIR AND EACH OF THEIR ACT AND DEED, AND DESIRED THE SAME MIGHT BE RECORDED AS SUCH.

WITNESS MY HAND AND NOTARIAL SEAL THE DAY AND YEAR AFORESAID.

LEO MAHONEY

NOTARY PUBLIC (SEAL)

MY COMMISSION EXPIRES FEB. 12, 1949.

ON THE FIRST DAY OF APRIL ANNO DOMINI 1948, BEFORE ME, THE SUBSCRIBER, A NOTARY PUBLIC, FOR THE COMMONWEALTH OF PENNSYLVANIA, RESIDING IN THE COUNTY OF DELAWARE, PERSONALLY APPEARED THE ABOVE NAMED WILLIAM F. MCKENNA, AND MARGARET M. MCKENNA, HIS WIFE, AND IN DUE FORM OF LAW ACKNOWLEDGED, THE ABOVE INDENTURE TO BE THEIR AND EACH OF THEIR ACT AND DEED, AND DESIRED THE SAME MIGHT BE RECORDED AS SUCH.

WITNESS MY HAND AND NOTARIAL SEAL THE DAY AND YEAR AFORESAID.

LEO MAHONEY

NOTARY PUBLIC (SEAL)

MY COMMISSION EXPIRES FEB. 12, 1949.

THE ADDRESS OF THE ABOVE-NAMED GRANTEE IS 1528 WALNUT ST. PHILA. PA.

C. G. MARTIN

ON BEHALF OF THE GRANTEE.

REGISTERED IN HAVERFORD TOWNSHIP, DATE 4/2/48

COUNTY OF DELAWARE REGISTERED APR. 2, 1948,

RECORDED APRIL 2, 1948.

WRITTEN BY B. LULL.

LINVILL....RECORDER

COMP BY... *Rogers & Zekay*

WHEREAS, ELIZABETH GEIST ELY, WALTER K. DURHAM, AND WOOD D. GERSTELL ARE THE OWNERS

OF ALL THAT CERTAIN TRACT OR PIECE OF LAND, WITH THE BUILDINGS AND IMPROVEMENTS THEREON ERECTED, SITUATE IN THE TOWNSHIP OF RADNOR, DELAWARE COUNTY, PENNSYLVANIA, BEGINNING AT A STONE MARKING AN ANGLE IN THE MIDDLE OF WEST WAYNE AVENUE ON THE LINE OF LAND OF A. F.

GALLAGHER, THENCE EXTENDING ALONG THE MIDDLE OF WEST WAYNE AVENUE SOUTH 22°30' EAST 755.35 FEET TO A CORNER OF LAND OF MRS FLORENCE H. GEIST; THENCE LEAVING THE ROAD BY SAID GEIST'S

LAND THREE COURSES AND DISTANCES SOUTH 70°26' WEST-895 FEET TO A CONCRETE POST, NORTH 21°

50' WEST-57.3 FEET TO A STONE SOUTH 65°44' WEST-464.46 FEET TO THE MIDDLE OF VALLEY FORGE

ROAD, THENCE LEAVING THE ROAD BY OTHER LAND NOW OR LATE OF MRS ELIZABETH GEIST ELY, NORTH

23°11' WEST-693.24 FEET ALONG THE LINE BETWEEN THE COUNTIES OF CHESTER AND DELAWARE TO A

STONE IN LINE OF LAND OF WILLIAMINA W. DESCHAUNSEE, NORTH 71° EAST 559.6 FEET TO A STONE A

CORNER OF LAND OF A. F. GALLAGHER; THENCE BY SAID GALLAGHER'S LAND NORTH 70°08' EAST-461.39

FEET TO A STONE AND NORTH 66°25' EAST 346.50 FEET TO THE STONE AT THE ANGLE IN WEST WAYNE

AVENUE, THE PLACE OF BEGINNING, CONTAINING 22.111 ACRES BE THE SAME MORE OR LESS.

AND WHEREAS, THE OWNERS HAVE APPLIED TO THE BOARD OF COMMISSIONERS OF THE TOWNSHIP OF RADNOR, FOR APPROVAL OF CERTAIN PLANS OF PRIVATE ROADS, ON THE ABOVE DESCRIBED PROPERTY, WHICH

ROADS DO NOT CONFORM TO TOWNSHIP REQUIREMENTS AND SPECIFICATIONS AND HAVE ADVISED THE

TOWNSHIP COMMISSIONERS OF THE TOWNSHIP OF RADNOR THAT SUCH ROADS, STREETS, LANES OR ALLEYS

OR DRAINAGE FACILITIES IN CONNECTION THEREWITH ARE NOT INTENDED FOR PUBLIC USE OR TRAVEL

AND WHEREAS, THE BOARD OF COMMISSIONERS OF THE TOWNSHIP OF RADNOR HAVE NOT APPROVED SAID

PLANS AS THE SAME DO NOT CONTEMPLATE THAT SAID ROADS, STREETS, LANES OR ALLEYS OR DRAINAGE

FACILITIES IN CONNECTION THEREWITH WERE INTENDED FOR PUBLIC USE OR TRAVEL AND THE BOARD

OF COMMISSIONERS HAVE NO INFORMATION TO THE CONTRARY.

NOW, THEREFORE, THE BOARD OF COMMISSIONERS OF THE TOWNSHIP OF RADNOR, DELAWARE COUNTY,

PENNSYLVANIA, DOES HEREBY CERTIFY THAT INASMUCH AS THE TOWNSHIP COMMISSIONERS HAVE NOT

APPROVED THE PLANS OF ROADS, STREETS, LANES, OR ALLEYS OR DRAINAGE FACILITIES ON THE ABOVE

DESCRIBED PROPERTY NEITHER THE TOWNSHIP COMMISSIONERS NOR ANY PUBLIC AUTHORITY SHALL HAVE

ANY RESPONSIBILITY TO FURNISH ANY FACILITIES OR SERVICES WITH RESPECT TO SUCH ROAD, STREET

LANE OR ALLEY OR DRAINAGE FACILITY IN CONNECTION THEREWITH.

IT IS FURTHER DIRECTED BY THE BOARD OF COMMISSIONERS OF THE TOWNSHIP OF RADNOR THAT PURSUANT TO SECTION 2022 OF THE ACT OF JUNE 24, 1931, P. L. 1206, AS AMENDED BY THE ACT OF

APRIL 10, 1945, P. L. 171 THIS CERTIFICATE SHALL BE RECORDED IN THE OFFICE OF THE RECORDER OF DEEDS IN AND FOR DELAWARE COUNTY, PENNSYLVANIA, WITH THE ABOVE NAMED OWNERS INDEXED AS-

ST 607
Abco 1386

PK 34503 P

12/3

DEED-1394

521

GRANTORS AND THE TOWNSHIP OF RADNOR INDEXED AS GRANTEE.

IN WITNESS WHEREOF THE TOWNSHIP OF RADNOR HAS CAUSED THIS CERTIFICATE TO BE DULY EXECUTED AND ITS CORPORATE SEAL AFFIXED HERETO AND DULY ATTESTED BY THE SECRETARY THIS 31ST DAY OF MARCH A.D. 1948.

TOWNSHIP OF RADNOR
BY JOHN F. CHRISTIE
VICE PRESIDENT
ATTEST: L.W. HUMMEL, SECRETARY. (seal)

STATE OF PENNSYLVANIA
COUNTY OF DELAWARE SS

ON THE 31ST DAY OF MARCH ANNO DOMINI 1948, BEFORE ME, THE SUBSCRIBER A NOTARY PUBLIC, RESIDING IN WAYNE PERSONALLY APPEARED L.W. HUMMEL, SECRETARY OF THE SAID TOWNSHIP OF RADNOR WHO BEING DULY SWORN ACCORDING TO LAW, SAYS THAT SHE WAS PERSONALLY PRESENT AT THE EXECUTION, OF THE ABOVE INDENTURE AND SAW THE COMMON OR CORPORATE SEAL OF THE SAID TOWNSHIP DULY AFFIXED THERETO; THAT THE SEAL SO AFFIXED THERETO IS THE COMMON OR CORPORATE SEAL OF THE SAID TOWNSHIP; THAT THE ABOVE INDENTURE WAS DULY SEALED AND DELIVERED BY JOHN F. CHRISTIE, VICE PRESIDENT OF THE BOARD OF COMMISSIONERS OF THE TOWNSHIP OF RADNOR, AS AND FOR THE ACT AND DEED OF THE SAID TOWNSHIP, FOR THE USES AND PURPOSES THEREIN MENTIONED, AND THAT THE NAMES OF THIS DEPOSED AS SECRETARY AND OF JOHN F. CHRISTIE AS VICE-PRESIDENT OF THE BOARD OF COMMISSIONERS OF THE SAID TOWNSHIP; SUBSCRIBED TO THE ABOVE INDENTURE IN ATTESTATION, OF ITS DUE EXECUTION AND DELIVERY, ARE OF THEIR AND EACH OF THEIR RESPECTIVE HANDWRITINGS. SWORN AND SUBSCRIBED BEFORE ME. L.W. HUMMEL

THE DAY AND YEAR AFORESAID
WITNESS MY HAND AND NOTARIAL SEAL.
MARGARET E. ENGLISH
NOTARY PUBLIC (SEAL)
MY COMMISSION EXPIRES AT END OF NEXT SESSION OF SENATE.

RECORDED APRIL 2, 1948. LINVILL.....RECORDER
WRITTEN BY B. LULL COMP BY..... *Rayno & Loggins*

IN THE COURT OF COMMON PLEAS OF DELAWARE COUNTY, PENNSYLVANIA.
GEORGE DUKAT : NO. 525
VS :
CHARLES F. HOHLER, COUNTY OF :
DELAWARE, MILTON E. MOORE AND :
ELUORA C. MOORE, HIS WIFE, THOMAS K. GRAHAM :
JOSEPH FLEEGLER, REGINA F. FLEEGLER. :
SAMUEL F. FLEEGLER, LEAH F. STEIN AND :
YETTA F. MOSS : DECEMBER TERM, 1947.

DECREE CONFIRMING TAX TITLE TO LOT NO. 274 ON PLAN OF LOTS OF THE WEST RIDLEY PARK LAND ASSOCIATION RIDLEY TOWNSHIP, DELAWARE COUNTY, PENNSYLVANIA AND ADJUDICATING THE SAME TO BE VALID AND INDEFEASIBLE AGAINST ALL RIGHTS AND CLAIMS WHATSOEVER.

AND NOW TO WIT, THE 7TH DAY OF MAY, A.D. 1948, IT HAVING APPEARED TO THE COURT THAT GEORGE DUKAT HAVING FILED HIS COMPLAINT IN ACTION TO QUIET TITLE SETTING FORTH, INTER ALIA, THAT THE COMMISSIONERS OF DELAWARE COUNTY, PENNSYLVANIA, BY DEED POLL DATED JULY 29, 1947, GRANTED AND CONVEYED UNTO GEORGE DUKAT

" ALL THAT CERTAIN LOT OR PIECE OF GROUND SITUATE IN THE TOWNSHIP OF RIDLEY, COUNTY OF DELAWARE AND STATE OF PENNSYLVANIA, MARKED WITH THE NUMBER 274 ON A CERTAIN PLAN OF LOTS OF THE SAID WEST RIDLEY PARK LAND ASSOCIATION" RECORDED IN DEED BOOK M.6 PAGE 638 AND DESCRIBED AS FOLLOWS:

SITUATE ON THE SOUTHWESTERLY SIDE OF GARFIELD AVENUE AT THE DISTANCE OF 243.07 FEET NORTHWESTWARDLY FROM THE NORTHWESTERLY SIDE OF HAVERFORD ROAD, CONTAINING IN FRONT OR BREAETH ON THE SAID GARFIELD AVENUE 40 FEET AND EXTENDING IN LENGTH OR DEPTH SOUTHWESTWARDLY BETWEEN PARALLEL LINES AT RIGHT ANGLES TO SAID GARFIELD AVENUE 150 FEET, BOUNDED SOUTHEASTWARDLY BY LOT #275 ON SAID PLAN, NORTHWESTWARDLY BY LOT #275 ON SAID PLAN AND NORTHEASTWARDLY BY GARFIELD AVENUE AFORESAID."

IT FURTHER APPEARING THAT THE SAID LAND HAVING BEEN SOLD TO THE SAID GEORGE DUKAT AT THE SAID COMMISSIONERS' SALE FOR THE NON-PAYMENT OF TAXES; AND

T 9150 239

DEED - 1881

582

Commonwealth and County aforesaid, personally appeared WALTER K. DURHAM and MARGARET E. his wife known to me to be the persons who executed the foregoing Grant, and acknowledged the same to be their act and deed and desired the same to be recorded as such.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed my official seal the day and year aforesaid.

Kenneth S. Clark (SEAL)
 Notary Public, Phila., Phila. Co., Pa.
 My commission expires Jan 31, 1961
 Recorded November 9 9 30 AM '57 Pappas Recorder
 Witness by E. M. Lynch Compared by: *Carl + Henry*

SEE PLAN BOOK FOR MAP

GRANT OF RIGHT-OF-WAY

KNOW ALL MEN BY THESE PRESENTS, that JOHN C. PEN and MARJORIE M. PEN, his wife, hereinafter called "GRANTORS," being the owners of certain lands and property at Valley Forge Road and Dorsset Avenue, Radnor Township, Delaware County,

and specifically described in deed from WALTER K. DURHAM and MARGARET E. DURHAM, his wife, dated the 25th day of April, 1948, and recorded in the office for the Recording of Deeds in and for said County, in Deed Book No. 1468 at page 274, etc., in consideration of the sum of One Dollar and other good and valuable considerations, the receipt of which is hereby acknowledged, and intending to be legally bound hereon, have granted, conveyed, sold and conveyed and by these presents do grant, bargain, sell and convey to PHILADELPHIA SUBURBAN WATER COMPANY, a Pennsylvania corporation with its principal office at Bryn Mawr, Pennsylvania, its successors and assigns, the perpetual and exclusive right-of-way and easement as any and all times hereafter to lay, relay, install, operate, inspect, maintain, repair, alter, remove, renew and replace through, across and under said lands and property now of GRANTORS a pipe line and appurtenances for the transmission of water, said right-of-way extending across said lands and property now of GRANTORS to connect with right-of-way of said PHILADELPHIA SUBURBAN WATER COMPANY located or to be located on the premises adjoining said lands and property of GRANTORS, said center line thereof to be located as shown on the annexed plan, A-1560, prepared by Philadelphia Suburban Water Company and dated July 23, 1957, showing the center line location of the existing pipe line of various sized small diameter pipe.

TOGETHER with the rights of ingress, egress and regress to and from said right-of-way at any and all times for the purposes of laying, relaying, installing, operating, inspecting, maintaining, repairing, altering, removing, renewing and replacing said pipe line and, during the first laying and installing thereof, the rights of ingress, egress and regress to and from strips of ground on either side of said center line across said lands and property of GRANTORS which may be required for the full enjoyment of the rights herein granted; but subject to the obligation of said PHILADELPHIA SUBURBAN WATER COMPANY, its successors and assigns, after any maintenance, repair, alteration, removal or replacement thereof by it or them, to restore the surface of the ground disturbed by it or them as nearly as practicable to its condition prior to such disturbance thereof;

RESERVING, however, to GRANTORS the right to use the surface of the ground over the aforesaid right-of-way and easement herein granted for any lawful purpose or purposes provided that such use shall not at any time interfere with or obstruct the rights herein granted;

DEED - 1881

583

TO HAVE AND TO HOLD all and singular the rights, liberties, privileges, right-of-way and easement above described, with the appurtenances, unto said PHILADELPHIA SUBURBAN WATER COMPANY, its successors and assigns, to and for the only proper use and behoef of the said Water Company, its successors and assigns forever.

This Grant and all of the covenants herein contained shall inure to the benefit of and shall be binding upon GRANTORS, its successors and assigns, and PHILADELPHIA SUBURBAN WATER COMPANY, its successors and assigns,

GRANTORS understand and acknowledge that the person securing this grant is without authority to make any agreement in regard to the subject matter hereof which is not expressed herein and that no such agreement will be binding on said PHILADELPHIA SUBURBAN WATER COMPANY its successors and assigns.

IN WITNESS WHEREOF, GRANTORS have hereunto set their respective hands and seals this 14th day of August, 1957.

Witness at signing:

By: M. Cauley

DOROTHY M. CAULEY

By: John G. Pow, Jr.

By: Marjorie M. Pow

(SEAL)

(SEAL)

COMMONWEALTH OF PENNSYLVANIA :
COUNTY OF _____ : SS.

On the 14th day of August, 1957, before me the subscriber, a notary public for the Commonwealth and County aforesaid, personally appeared JOHN G. POW, JR and MRS. MARJORIE M. POW known to me to be the persons who executed the foregoing grant, and acknowledged the same to be their own free deed and executed the same to be recorded as such.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed my official seal this day and year aforesaid.

Helen Skallet (SEAL)

Notary Public

City of Chester, Pa. Delaware County

My Commission expires March 8, 1961

Pappano - Recorder

Compared by: *Carl & Henry*

Penn. not. ...

Recorded November 9 8 30 AM '57

Witness by E. N. Lynch

Deed No. 815 and 816

Map No. 9

Tract No. 3

Commonwealth of Pennsylvania :
County of DELAWARE : SS.

RIGHT OF WAY GRANT

In consideration of Fifty and No/100 (\$50.00) Dollars paid by Laurel Pipe Line Company, a Pennsylvania corporation (herein called Grantee),

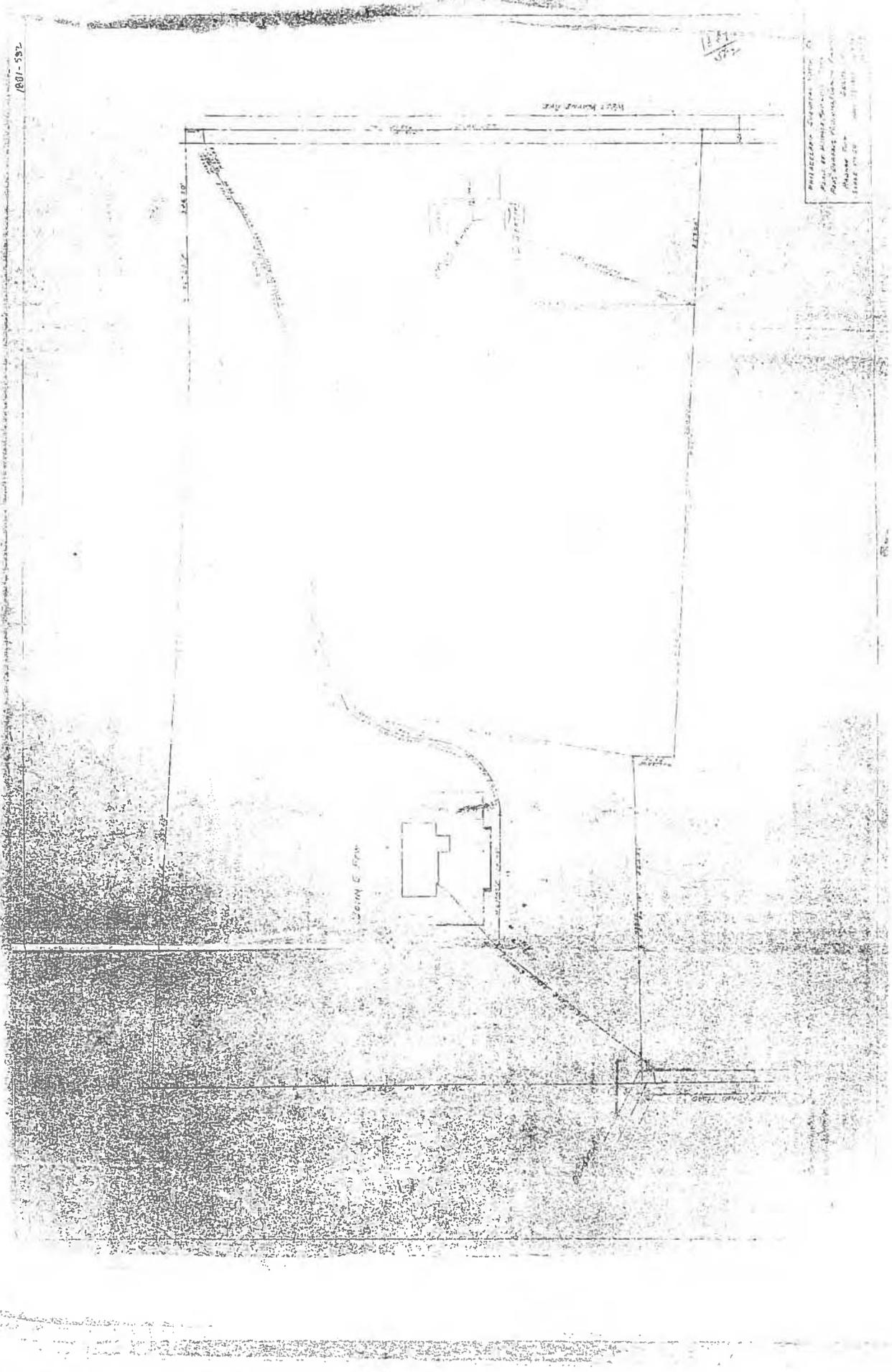
T O

the undersigned (herein called Grantor, whether one or more), the receipt of which is acknowledged, Grantor who owns or has an interest in the land described below, does hereby Grant, Bargain, Sell, Convey, and Warrant unto Grantee, its successors and assigns, a Right of way and easement to construct, lay select the route of, repair, alter, remove change the size of, replace, maintain, and operate pipe lines and appurtenances thereon for the transportation of petroleum and petroleum products and any other substances

1801-552

1801-552

PROJECT - CHURCH TOWER
 PLAN OF CHURCH TOWER
 1801-552
 DRAWN BY - J.A.H.
 DATE - 11/11/11



072238

PECO
BOX #32
↑

M-8564

NR

13.50
DD

RECORDED
INDEXED
OCT 15 3 31 PM '87

The undersigned, owner(s) of premises situate on the EAST side VALLEY FORGE ROAD, in RADNOR TOWNSHIP, DELAWARE COUNTY, COMMONWEALTH PENNSYLVANIA, as more particularly described in Deed Dated June 21, 1966 and recorded in the aforesaid county in Deed Book 2243 Page 780 &c.,

for and in consideration of the sum of ONE DOLLAR (\$1.00), the receipt whereof is hereby acknowledged, hereby grant(s) to PHILADELPHIA ELECTRIC COMPANY, (hereinafter called Company), its successors and assigns, the perpetual right, liberty, privilege and authority to locate, relocate, install, renew, replace, add to, operate and maintain on, under, along, across and within said premises such electric and gas transmission and distribution facilities as from time to time the Company, its successors and assigns, shall determine are necessary or proper to supply said premises and those adjacent thereto with electricity and gas, for the service of light, heat and power (hereinafter referred to as facilities).

The aforesaid rights are granted under and subject to the following conditions:

- (1) The location of said facilities to be installed and constructed hereunder shall be shown and delineated on plans prepared by the Company, copies of which will be in the possession of the undersigned and Company having first been approved by them; which approval shall not be unreasonably withheld;
- (2) The undersigned agree(s) to keep the area where said facilities are located clear of buildings or any other permanent structure which could, in the opinion of the Company interfere with the construction, maintenance or use of the said facilities as provided hereunder;
- (3) The undersigned agree(s) that the initial exercise of any of the rights herein granted shall not be construed as limiting Company's rights and privileges hereunder.

The conditions herein contained shall enure to and bind the respective heirs, executors, administrators, successors and assigns of the undersigned and Company.

EXECUTED THIS 21 DAY OF September A.D. 1987

WITNESS:

Betty Sterling
Betty Sterling

John A. Brown (SEAL)
Helen T. Brown (SEAL)

PARCEL NUMBER: 36-06-04032-00

VOLO 51 9 P60377

COMMONWEALTH OF PENNSYLVANIA
COUNTY OF Delaware

On this, the 28th day of September, 1987, before me, Joseph D. Nudy, the undersigned officer, personally appeared John A. & Helen T. Brown, known to me (or satisfactorily proven) to be the person(s) whose name(s) ^{ME} subscribed to the within instrument, and acknowledged that they executed the same for the purposes therein contained.

IN WITNESS WHEREOF, I hereunto set my hand and official seal

Joseph D. Nudy
NOTARY PUBLIC
JOSEPH D. NUDY, NOTARY PUBLIC
RADNOR TOWNSHIP, DELAWARE COUNTY
MY COMMISSION EXPIRES JULY 30, 1990
Member, Pennsylvania Association of Notaries



1987071413



RADNOR TOWNSHIP
 Ordinance No. 16637
 Adopted by the Board of Supervisors on 11/15/11
 Mayor: *John A. Brown*
 Council Members: *John A. Brown, John J. ...*
 Planning Commission: *...*
 Zoning Board of Adjustment: *...*

The proposed property has been shown on the map as a portion of the existing lot of ...
 The proposed subdivision is shown on the map as ...
 The proposed subdivision is shown on the map as ...
 The proposed subdivision is shown on the map as ...

RESOLUTION
 WHEREAS, the Board of Supervisors has received a petition from ...
 and it is the policy of the Township to encourage the development of ...
 and it is the policy of the Township to encourage the development of ...
 and it is the policy of the Township to encourage the development of ...

John A. Brown
 Mayor

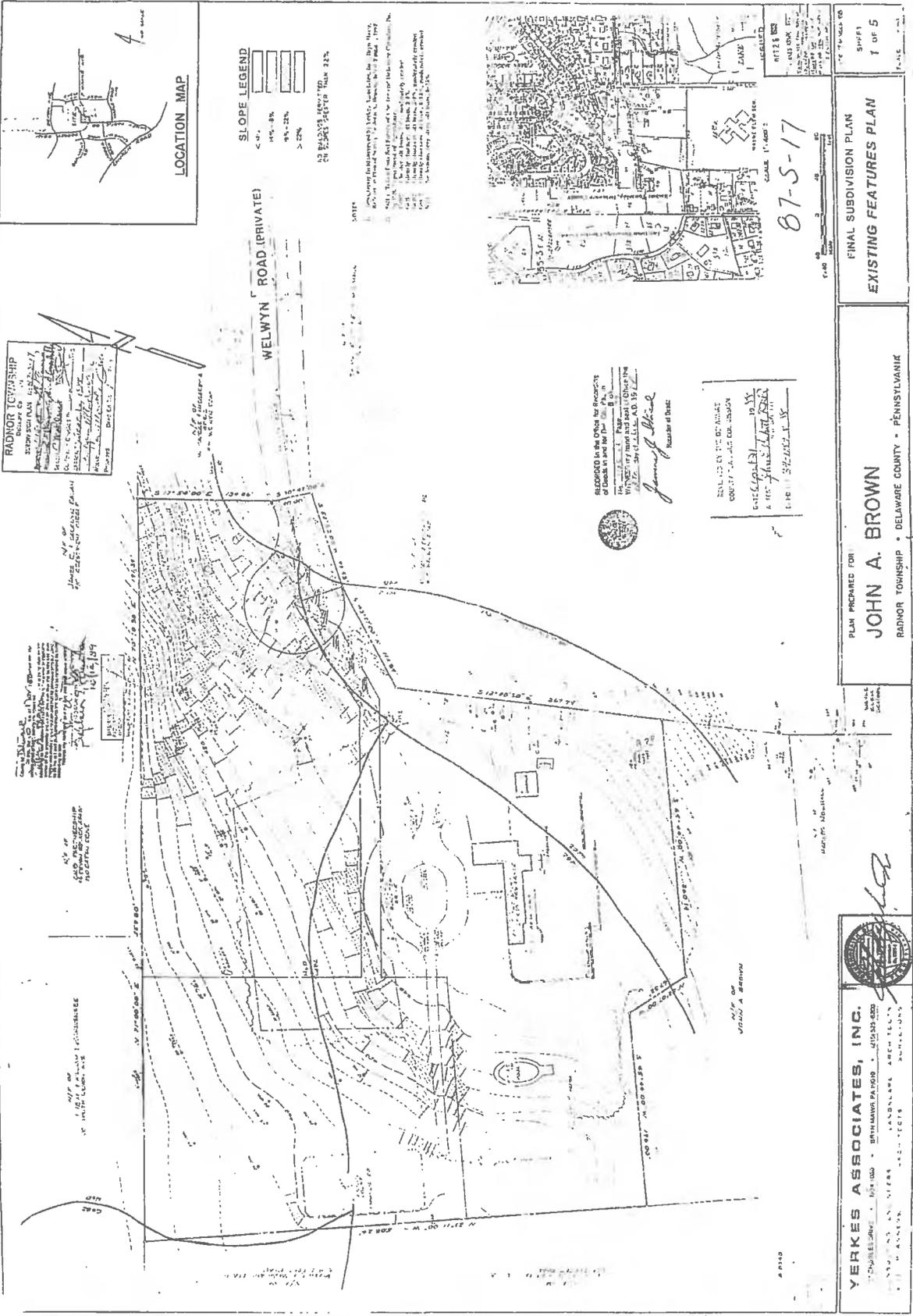
FINAL SUBDIVISION PLAN

ISSUED
 OCT 19 2011
 11:05 AM
 JOHN A. BROWN

John A. Brown
 Mayor

JOHN A. BROWN
 Mayor
 RADNOR TOWNSHIP
 PENNSYLVANIA

YERKES ASSOCIATES, INC.
 1000 ...
 ...



RADNOR TOWNSHIP
 Borough of
 Radnor, PA 19155
 Planning Commission
 Meeting of 10/14/1994
 Minutes
 Item 10 - Final Subdivision Plan
 10/14/1994
 Approved by the Planning Commission
 10/14/1994
 Mayor
 Director

LOCATION MAP

SLOPE LEGEND

< 4%	[Symbol]
4% - 8%	[Symbol]
8% - 12%	[Symbol]
> 12%	[Symbol]

10' BROADWAY SETBACK FROM 22%

WELWYN ROAD (PRIVATE)

NOTES

1. All areas shown on this plan are to be used for residential purposes only.
2. All areas shown on this plan are to be used for residential purposes only.
3. All areas shown on this plan are to be used for residential purposes only.
4. All areas shown on this plan are to be used for residential purposes only.
5. All areas shown on this plan are to be used for residential purposes only.
6. All areas shown on this plan are to be used for residential purposes only.
7. All areas shown on this plan are to be used for residential purposes only.
8. All areas shown on this plan are to be used for residential purposes only.
9. All areas shown on this plan are to be used for residential purposes only.
10. All areas shown on this plan are to be used for residential purposes only.



87-5-17

RECORDED IN THE OFFICE FOR REC'D OF DEEDS IN THE CITY OF PHILADELPHIA, PENNSYLVANIA, ON 10/14/1994 BY THE CLERK OF THE OFFICE FOR REC'D OF DEEDS, PHILADELPHIA, PENNSYLVANIA.

James J. Meehan
 Recorder of Deeds

SEAL AND SIGNATURE OF THE ENGINEER
 JOHN A. BROWN
 REGISTERED PROFESSIONAL ENGINEER
 No. 101,101
 State of Pennsylvania
 EXPIRES 12/31/98

FINAL SUBDIVISION PLAN
EXISTING FEATURES PLAN
 SHEET
1 OF 5

PLAN PREPARED FOR:
JOHN A. BROWN
 RADNOR TOWNSHIP • DELAWARE COUNTY • PENNSYLVANIA

YERKES ASSOCIATES, INC.
 1700 BROADWAY • 10TH FLOOR • PHILADELPHIA, PA 19103 • TEL: 215-592-4500
 1700 BROADWAY • 10TH FLOOR • PHILADELPHIA, PA 19103 • TEL: 215-592-4500

This Deed, made this 14th day of March 1988

Between, JOHN A. BROWN and HELEN T. BROWN, h/w

(hereinafter called the "Grantor s ").

of the one part, and JOHN J. BRENNAN and CATHERINE J. BRENNAN, h/w

(hereinafter called the "Grantee s "), of the other part.

Witnesseth, That in consideration of

SEVEN HUNDRED TWENTY-FIVE THOUSAND AND 00/100** (\$725,000.00) Dollars,
in hand paid, the receipt whereof is hereby acknowledged, the said Grantor s do hereby grant and convey unto the said Grantee s, their heirs and assigns, as Tenants by the Entireties

ALL THAT CERTAIN lot or piece of ground with the buildings and improvements thereon erected, Situate in ~~Badger Township~~, Delaware County, Pennsylvania, bounded and described according to Final Subdivision Plan made for John A. Brown and Helen T. Brown by Yerkes Associates, Inc., dated 7/4/1986 and revised 9/25/1986 and recorded 1/14/1987 in Plan Volume 15 page 126 as follows to wit:

BEGINNING at a point at the Westernmost terminus which is also the middle of Welwyn Road (a 40 feet wide private road) leading Southwestwardly from West Wayne Avenue, said point being at the distance of 649.33 feet measured Southwestwardly along the middle line of Welwyn Road from a point in the middle line of West Wayne Avenue; thence from said point and point of beginning partly crossing said Welwyn Road South 30 degrees 47 minutes East 20 feet to a point on the Southeast side of Welwyn Road; thence along land now or late of R.F. Williams, II the three following courses and distances; (1) South 52 degrees 56 minutes West 99.53 feet to a point, (2) South 43 degrees 11 minutes West 115.09 feet to a point, and (3) South 12 degrees 12 minutes East 267.97 feet to a point; thence extending along Lot #2 on said Plan the 3 following courses and distances; (1) South 65 degrees 44 minutes West 260 feet to a point, (2) North 52 degrees 7 minutes West 67.82 feet to a point, and (3) South 65 degrees 44 minutes West 196 feet to a point; thence extending North 23 degrees 11 minutes West along the County Line of Chester and Delaware Counties 508.24 feet to a point; thence extending North 71 degrees 0 minutes East along land now or late of R.M. DeSchaunse 559.60 feet to a point; thence extending North 70 degrees 8 minutes East along land now or late of A.F. Gallagher 191.39 feet to a point; thence extending South 17 degrees 54 minutes East along land now or late of F.W. Marshall 134.86 feet to a point on the middle Northwest side of Welwyn Road, aforesaid; thence extending South 30 degrees 47 minutes East along the Westernmost terminus of said Road 20 feet to the first mentioned point and place of beginning.

CONTAINING 7.271 Acres of land.
BEING ~~Lot #1~~ Lot #1 on the above mentioned Plan.

TOGETHER with the free and common use, right, liberty and privilege of, in and to the above mentioned Welwyn Road, as a means of ingress, egress and regress in common with the other owners, bounding thereon and entitled to the use thereof.

SUBJECT to the payment by the Grantees of the cost of maintenance of the Welwyn Road (a private roadway) leading from West Wayne Avenue in proportion to the number of other owners or occupiers of lots using same, or any part thereof, it being understood and agreed that all deeds to any other lots of the premises of which this deed is part shall contain similar covenant and requirement that a survey of the physical condition of said private roadway shall be made each year on or about July 1st to determine the amount of money necessary to repair and maintain the roadway in good physical condition.

BEING part of the same premises which Marjorie M. Pew, widow, by Deed dated 6/21/1966 and recorded 6/22/1966 in the County of Delaware in Deed Book 2243 page 780 conveyed unto John A. Brown and Helen T. Brown, h/w, in fee.

701.0558 PG0176

Alto
7250-

Date 9-16-88
Transfer Tax in the amount of
9062.50 has been paid on account
of Redner Corp.

COMMONWEALTH OF PENNSYLVANIA
DEPARTMENT OF REVENUE
REALTY TRANSFER TAX
62.50
Mary Ann Blum

COMMONWEALTH OF PENNSYLVANIA
DEPARTMENT OF REVENUE
REALTY TRANSFER TAX
900.00
Mary Ann Blum

COMMONWEALTH OF PENNSYLVANIA
DEPARTMENT OF REVENUE
REALTY TRANSFER TAX
900.00
Mary Ann Blum

COMMONWEALTH OF PENNSYLVANIA
DEPARTMENT OF REVENUE
REALTY TRANSFER TAX
900.00

COMMONWEALTH OF PENNSYLVANIA
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COMMONWEALTH OF PENNSYLVANIA
DEPARTMENT OF REVENUE
REALTY TRANSFER TAX
900.00

COMMONWEALTH OF PENNSYLVANIA
DEPARTMENT OF REVENUE
REALTY TRANSFER TAX
50.00

COMMONWEALTH OF PENNSYLVANIA
DEPARTMENT OF REVENUE
REALTY TRANSFER TAX
500.00

70L0558 PG0177

Handwritten scribble

And the said Grantors do hereby covenant to and with the said Grantees that they, the said Grantors, shall and will forever, hereafter, warrant and forever defend the herein above described premises, with the hereditaments and appurtenances, unto the said Grantees, their heirs and assigns, against the said Grantors and against every other person lawfully claiming or who shall hereafter claim the same or any part thereof, by, from or under him, her, them or any of them.

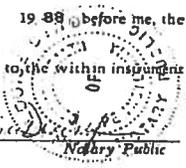
IN WITNESS WHEREOF, the said Grantors have caused these presents to be duly executed, the day and year first above written
SEALED AND DELIVERED In the Presence of:

JOHN A. BROWN
HELEN T. BROWN

SEAL
SEAL
SEAL
SEAL

State of Pennsylvania County of CHESTER
On this 14th day of March 19 88 before me, the undersigned officer, personally appeared JOHN A. BROWN and HELEN T. BROWN, h/w known to me (or satisfactorily proven) to be the person whose names are subscribed to the within instrument and acknowledged that they executed the same for the purposes therein contained.

DANA LOUISE DeWOLF, Notary Public
Wiltstown Twp., Chester County
My Commission Expires Dec. 23, 1991



014911V

PA-0544-1
HORIZON ABSTRACT COMPANY
183 West Lancaster Avenue
Paoli, PA 19301

Handwritten calculations:
1425
7250.00
902.50
16,327.95

Handwritten: Fred

JOHN A. BROWN and HELEN T. BROWN

TO

JOHN J. BRENNAN
and CATHARINE J. BRENNAN

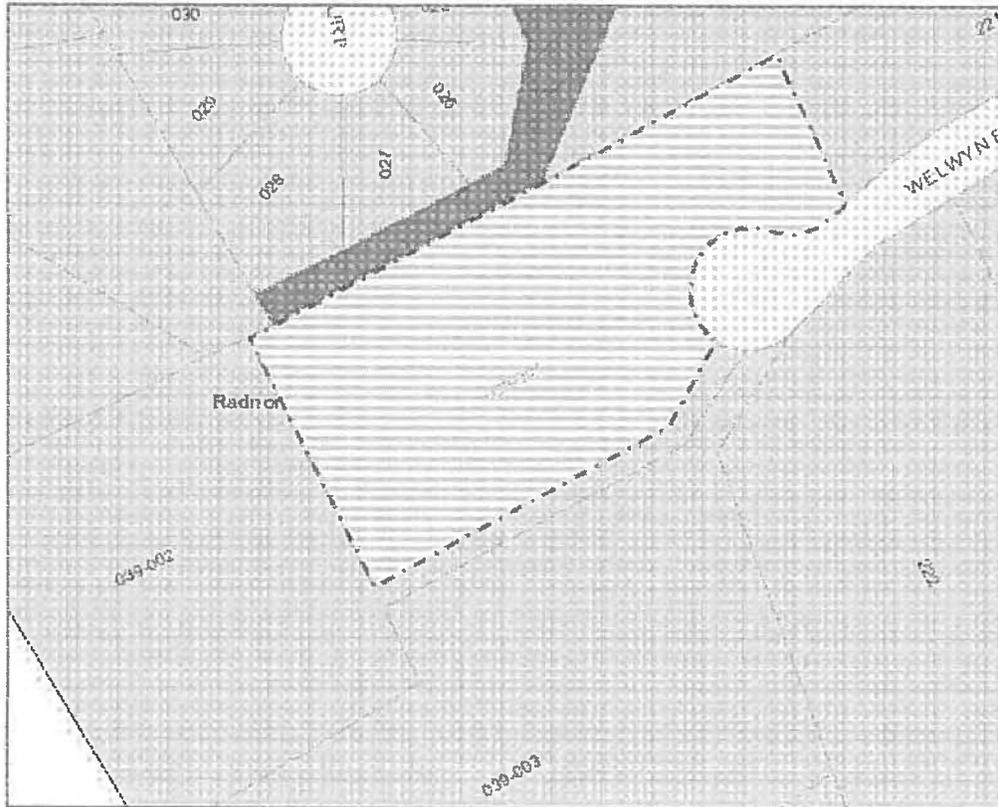
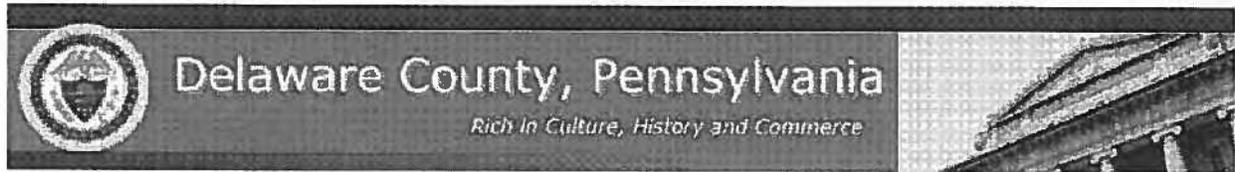
The address of the Grantee is

12 WELBYN RD
WAYNE, PA. 19087

101.0558 PG 0178

RECORDED in Deed Book page
GIVEN under my hand and the seal of the said office, the date above written.

RECORDED IN DEEDS
DELAWARE CO., PA
MAR 15 1988

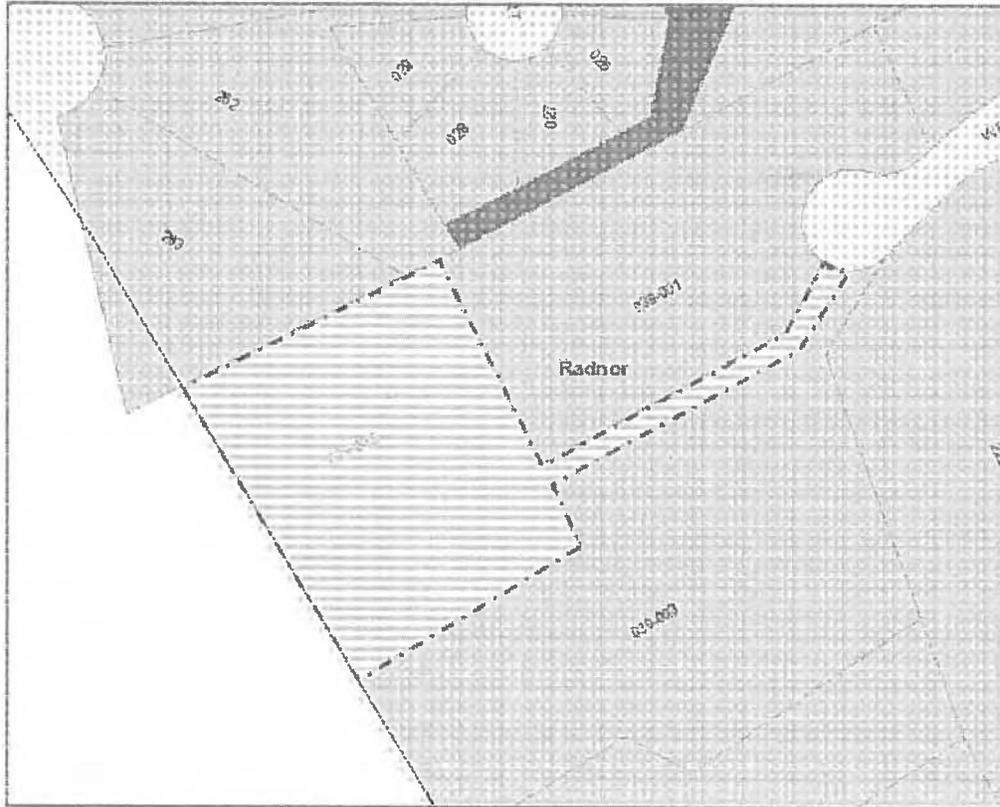
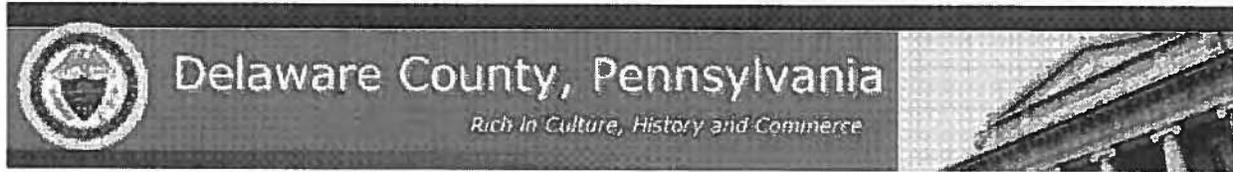


- Print
- Legend
- Print Map

Property Report

Folio#	36060403201	Daylight Bsmt	
Card#	0	Heating Type	
Latest Sale	20-MAY-2016	Fuel Type	
Sale Price	1	Heating System	
Style		WB Fireplace Openings	0
Stories	0	WB Fireplace Stacks	0
Exterior Wall		PRE-FAB Fireplaces	0
Year Built	0	Square Footage	0
Year Remodeled	0	Acreage	2.0620
Total rooms	0	Land Use Code	R-00
Bed Rooms	0	Tax Dist. Code	36
Bath Rooms	0	School Dist. Code	08
Half Baths	0	Utility Code1	NONE
Family Rooms	0	Utility Code2	
Living Units	0	Utility Code3	
Basement		Parking	NONE
Basement Garage	0		

This site is intended to help those searching for Delaware County Real-Estate information.
For assistance please call the Treasurer's office at 610-891-4273.

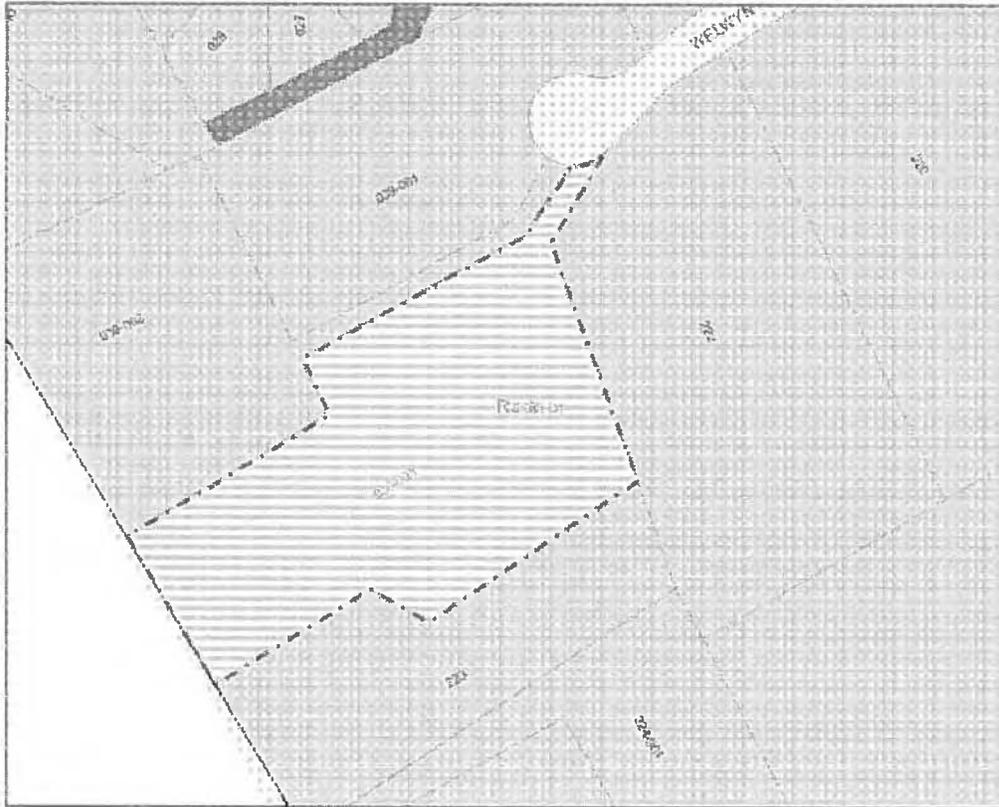
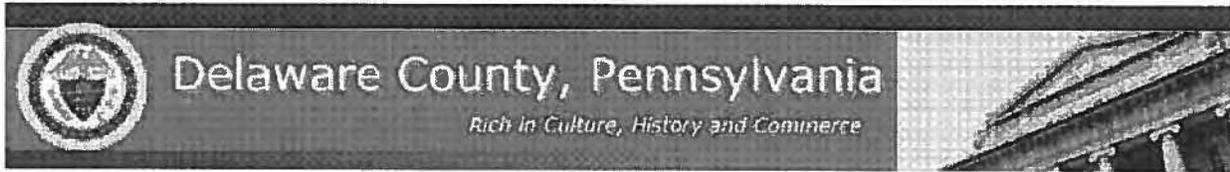


- Pan
- Legend
- Print Map

Property Report

Folio#	36060403202	Daylight Bsmt	
Card#	0	Heating Type	
Latest Sale	20-MAY-2016	Fuel Type	
Sale Price	1	Heating System	
Style		WB Fireplace Openings	0
Stories	0	WB Fireplace Stacks	0
Exterior Wall		PRE-FAB Fireplaces	0
Year Built	0	Square Footage	0
Year Remodeled	0	Acreage	2.1310
Total rooms	0	Land Use Code	R-00
Bed Rooms	0	Tax Dist. Code	36
Bath Rooms	0	School Dist. Code	08
Half Baths	0	Utility Code1	NONE
Family Rooms	0	Utility Code2	
Living Units	0	Utility Code3	
Basement		Parking	NONE
Basement Garage	0		

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- Full Screen
- Legend
- Print Map

Property Report

Folio#	36060403200	Daylight Bsmt	
Card#	1	Heating Type	CENTRAL
Latest Sale	20-MAY-2016	Fuel Type	OIL
Sale Price	1	Heating System	HOT WATER
Style	COLONIAL	WB Fireplace Openings	2
Stories	2	WB Fireplace Stacks	2
Exterior Wall	STUCCO	PRE-FAB Fireplaces	
Year Built	1927	Square Footage	5015
Year Remodeled		Acreage	3.0570
Total rooms	12	Land Use Code	R-10
Bed Rooms	7	Tax Dist. Code	36
Bath Rooms	3	School Dist. Code	08
Half Baths	2	Utility Code1	PUBLIC WATER
Family Rooms	1	Utility Code2	SEPTIC
Living Units	1	Utility Code3	
Basement	FULL	Parking	OFF AND ON STREET
Basement Garage			

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**RESOLUTION NO. 2017-27
RADNOR TOWNSHIP**

**A RESOLUTION OF RADNOR TOWNSHIP, DELAWARE COUNTY,
PENNSYLVANIA, APPROVING THE LOT LINE CHANGE FOR
PHASE 4 OF THE ARDROSSAN FARMS SUBDIVISION LOCATED
ALONG NEWTOWN ROAD**

WHEREAS, the Board of Commissioners approved final plans of subdivision prepared by Momenee & Associates, Inc., dated September 5, 2014 pursuant to Resolution No. 2014-104 on November 10, 2014 (“Plan”); and

WHEREAS, the foregoing approved Plan proposed development of the Ardrossan Farms in Phases and has a last revision date of December 8, 2014; and

WHEREAS, E.S. III, LP, (“Applicant”) has submitted a revised lot line change for Phase 4 of the Plan.

NOW, THEREFORE, it is hereby **RESOLVED** that the Board of Commissioners of Radnor Township does hereby approve the Phase 4 lot line change plan for the Ardrossan Farms as shown on a set of plans prepared by Momenee & Associates, Inc., including sheets 1 through 34 dated November 4, 2016 subject to the following conditions:

1. Compliance with the Gannett Fleming review letter dated January 17, 2017, a copy of which is attached hereto as *Exhibit “A”*.
2. Compliance with all other applicable Township, County, State and Federal Rules, Regulations, Ordinances and Statutes.
3. The Applicant shall execute Development and Financial Security Agreements in a form and manner approved by the Township Solicitor.
4. Compliance with the final Plan approval Resolution No. 2014-104 as modified by this Resolution.

SO RESOLVED, at a duly convened meeting of the Board of Commissioners of Radnor Township conducted on this _____ day of _____, 2017.

RADNOR TOWNSHIP

By: _____
Name: Elaine P. Schaefer
Title: President

ATTEST: _____



Excellence Delivered As Promised

Date: January 17, 2017

To: Radnor Township Board of Commissioners

From: Roger Phillips, PE

cc: Robert Zienkowski – Township Manager
Stephen Norcini, P.E. – Director of Public Works
Kevin W. Kochanski, RLA, CZO – Director of Community Development
John Rice, Esq – Grim, Biehn, and Thatcher
Amy Kaminski, PE – Gilmore and Assoc.
Steve Gabriel - Rettew

RE: Ardrossan Phase 4 Lot Line Change Plan
ESIII L.P. – Applicant

Date Accepted: November 7, 2016

60 Day Review: February 5, 2017 extended to February 28, 2017

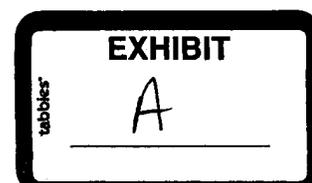
Gannett Fleming, Inc. has completed a review of the Ardrossan Farms Phase 4 Lot Line Change Plan for compliance with the Radnor Township Code. This Plan was reviewed for conformance with Zoning, Subdivision and Land Development, and other applicable codes of the Township of Radnor.

The intent of the plan is to reconfigure several of the non-buildable lots to allow flexibility with the possibility of combining several building lots to create large lot groupings. With this plan the applicant is proposing to shorten the Ayrshire Drive cul-de-sac by approximately 80 feet and realign a portion of the sanitary sewer in order to accommodate the proposed lot configuration. We call your attention to the table on sheet 3 (attached). The number of building lots remains the same. The total open space is increasing by .371 acres and the area of the NRA lots are decreasing by 9.636 acres with one additional NRA lot proposed.

The applicant has indicated in the Subdivision and Land Development Application that the variances granted as part of the original subdivision will continue with the proposed lot line revisions.

Plans Prepared By: Momenee, Inc.

Dated: 11/04/2016



Subdivision and Land Development

1. 255-27.D.(1) – Permanent or temporary culs-de-sac shall have a minimum length of 250 feet but shall neither exceed 800 feet in length nor furnish access to more than 20 dwellings. The original approved plan proposed a length of 811 feet for the culs-de-sac and a waiver was approved. This plan will reduce the length of the culs-de-sac by approximately 80 feet. The applicant must revise the Roadway Compliance Chart on sheet 3 to indicate the proposed culs-de-sac length.

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3. The profile on sheet 22 of 33 erroneously shows rim and invert elevations for MH 50 and 50A. This must be removed.

The applicant appeared before the Planning Commission on January 3, 2017. The Planning Commission recommended approval of the preliminary/final plans and conditioned on the applicant complying with all staff comments.

Very truly yours,

GANNETT FLEMING, INC.



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





Excellence Delivered As Promised

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To: Radnor Township Board of Commissioners

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Dated: 11/04/2016



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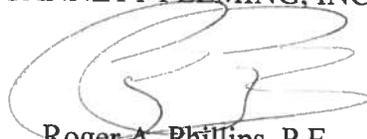
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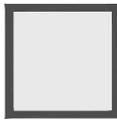
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GANNETT FLEMING, INC.



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



PHASE IV

PHASE 4

GROSS AREA = 85.42 AC

NET AREA = 83.89 AC

15% REQUIRED OPEN SPACE = 12.58 AC

OPEN SPACE PROVIDED = 26.107 ACRES GROSS

21.76 AC NET OF ROAD R/W & BUFFER = 25.94%

PROPOSED LOTS: 21

PROPOSED HOMES: 18 NEW DWELLINGS / 2 EXISTING RESIDENCES

(1 EXISTING RESIDENCE CONTAINING 3 DWELLING UNITS)

1 LOT TO BE MERGED WITH ADJOINING PROPERTY

PARCEL	EXISTING AREA	PROPOSED AREA
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OPEN SPACE 9	13.34 AC	OPEN SPACE 9A 2.218 AC OPEN SPACE 9B 6.790 AC OPEN SPACE 9C 3.475 AC OPEN SPACE 9D 0.863 AC
NRA-14	4.58 AC	4.376 AC
NRA-18	5.52 AC	1.944 AC
NRA-19	3.84 AC	3.087 AC
NRA-20	3.42 AC	NRA-20 3.083 AC
NRA-21	4.12 AC	3.107 AC
NRA-22	7.23 AC	NRA-22 2.688 AC NRA-25 0.877 AC
LOT 4-1	1.37 AC	1.608 AC
LOT 4-2	1.14 AC	3.005 AC
LOT 4-3	1.30 AC	1.253 AC
LOT 4-4	1.02 AC	0.999 AC
LOT 4-5	1.05 AC	3.444 AC
LOT 4-6	1.43 AC	1.408 AC
LOT 4-7	1.31 AC	1.212 AC
LOT 4-8	1.08 AC	1.974 AC
LOT 4-9	1.01 AC	1.011 AC
LOT 4-10	2.38 AC	2.387 AC
LOT 4-11	4.14 AC	4.807 AC
LOT 4-12	1.72 AC	0.997 AC
LOT 4-13	2.18 AC	3.215 AC
LOT 4-14	0.93 AC	0.829 AC
LOT 4-15	0.93 AC	0.821 AC
LOT 4-16	0.93 AC	0.964 AC
LOT 4-17	1.67 AC	1.133 AC
LOT 4-18	1.33 AC	3.818 AC
LOT 4-19	1.33 AC	0.971 AC
LOT 4-20	1.33 AC	0.877 AC
LOT 4-21	1.33 AC	3.371 AC

Saul Ewing
LLP

January 11, 2017

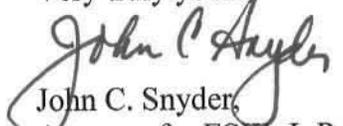
Board of Commissioners
Radnor Township
301 Iven Avenue
Wayne, Pa 19087-5297

Re: Extension for Ardrossan Farms Revised Final Subdivision Application

Commissioners:

My client, ESIII, L.P., pursuant to Section 508(3) of the Pennsylvania Municipalities Planning Code, hereby extends the time period for rendering a decision on the ESIII, L.P., Revised Final Subdivision Application for the Ardrossan Farms Phase IV until February 28, 2017. Extending the time for a decision on the Ardrossan Farms Phase IV Final Subdivision Application until February 28, 2017, will provide the Board with time to consider the application at its January 23, 2017, February 13, 2017 and February 27, 2017 meetings, if necessary.

Very truly yours,


John C. Snyder,
Attorney for ESIII, L.P.

Cc: John B. Rice, Esquire
ESIII, L.P.

♦♦♦



DELAWARE COUNTY PLANNING COMMISSION

COURT HOUSE/GOVERNMENT CENTER
201 W. Front St. Media, PA 19063

COUNCIL

MARIO J. CIVERA, JR.
CHAIRMAN
COLLEEN P. MORRONE
VICE CHAIRMAN
JOHN P. McBLAIN
DAVID J. WHITE
MICHAEL F. CULP

Office Location: Toal Building, 2nd & Orange Sts., Media, PA 19063
Phone: (610) 891-5200 **FAX:** (610) 891-5203
E-mail: planning_department@co.delaware.pa.us

December 15, 2016

PLANNING COMMISSION

WILLIAM C. PAYNE
CHAIRMAN
THOMAS J. JUDGE
VICE CHAIRMAN
KENNETH J. ZITARELLI
SECRETARY
LINDA F. HILL
DIRECTOR

Mr. Robert A. Zienkowski
Radnor Township
301 Iven Avenue
Wayne, PA 19087

RE: Name of Dev't: Ardrossan Farm Subdivision Phase 4
DCPD File No.: 34-4143-97-99-00-05-14-15-16
Developer: Edgar Scott III
Location: Southeast corner of Newtown and Darby
Paoli Roads
Recv'd in DCPD: November 10, 2016

Dear Mr. Zienkowski:

In accordance with the provisions of Section 502 of the Pennsylvania Municipalities Planning Code, the above described proposal has been sent to the Delaware County Planning Commission for review. At a meeting held on December 15, 2016, the Commission took action as shown in the recommendation of the attached review.

Please refer to the DCPD file number shown above in any future communications related to this application.

Very truly yours,

Linda F. Hill
Director

cc: Edgar Scott III
Momenee and Associates, Inc.



DCPD

DELAWARE COUNTY PLANNING DEPARTMENT

Court House/ Government Center , 201 W. Front St., Media, PA 19063
Office Location: Toal Building, 2nd & Orange Sts., Media, PA 19063
Phone: (610) 891-5200 FAX: (610) 891-5203
E-mail: planning_department@co.delaware.pa.us

Date: December 15, 2016
File No.: 34-4143-97-99-00-05-14-15-16

PLAN TITLE: Ardrossan Farm Subdivision Phase 4

DATE OF PLAN: November 4, 2016

OWNER OR AGENT: Edgar Scott III

LOCATION: Southeast corner of Newtown and Darby Paoli Roads

MUNICIPALITY: Radnor Township

TYPE OF REVIEW: Final land development and final subdivision

ZONING DISTRICT: AC Residential

SUBDIVISION ORDINANCE: Local

PROPOSAL: Subdivision: Reconfigure approved lots. No new residential lots are being created

Land development: Construct 21 residential dwellings and associated stormwater management facilities

UTILITIES: Public

RECOMMENDATIONS: Subdivision: Approval

Land development: Approval

STAFF REVIEW BY: Michael A. Leventry



Date: December 15, 2016
File No.: 34-4143-97-99-00-05-14-15-16

REMARKS:

PREVIOUS ACTION

A plan for the site was last reviewed by the Delaware County Planning Commission at its meeting on August 20, 2015, as a subdivision. The applicant proposed to incorporate two lots totaling 2.674 acres into one lot. The Planning Commission recommended approval.

CURRENT PROPOSAL

The current plan proposes to reconfigure Phase 4 of the subdivision in an effort to allow more flexibility for potential buyers to combine their parcels with adjacently designated undevelopable lots. Additionally, the proposal calls for the development of 21 single-family detached dwellings and associated stormwater management facilities. This phase calls for 26 acres to be preserved as open space, and an additional 9.5 acres are reserved as non-residentially approved parcels.

SITE CHARACTERISTICS

The proposal is a fourth phase of the Ardrossan Farm subdivision. The area is developed as single-family detached dwellings. The site is predominantly meadow with small clusters of woodlands throughout.

APPLICABLE ZONING

The proposed development is located within the AC Residential district and is subject to applicable regulations set forth in the Township's zoning code.

Date: December 15, 2016
File No.: 34-4143-97-99-00-05-14-15-16

REMARKS:

COMPLIANCE

The proposal appears to comply with the AC Residential district provisions.

WAIVERS

The applicant has received waiver relief for the following:

- Section 255-27: For modifications regarding street design.
- Section 255-36: To forego curbs unless required by the Township.
- Section 255-37: To forego sidewalks and paths unless required by the Township.
- Section 255-38: For modifications regarding street trees.
- Section 255-39: To forego crosswalk requirements and markings.
- Section 255-49,51,52: To forego required improvements including installation of street lights, sidewalks, and curbs.

SEWAGE FACILITIES

The developer should contact the Pennsylvania Department of Environmental Protection regarding the need for sewage facilities planning approval.

The Township should confirm receipt of any necessary Pennsylvania Department of Environmental Protection planning approval prior to final approval.

Date: December 15, 2016
File No.: 34-4143-97-99-00-05-14-15-16

REMARKS:

STORMWATER MANAGEMENT

The Township Engineer must verify the adequacy of all proposed stormwater management facilities.

HISTORICAL AND ARCHEOLOGICAL SIGNIFICANCE

The area where Ardrossan Farms Subdivision will occur, has a mix of low, moderate, and high potential for underground resources. The project activity is to reconfigure lot lines. Some of the new lots are adjacent to existing buildings, so it is likely that the area closest to the existing buildings was previously disturbed. Should any artifacts be found during development, contact Delaware County Planning Department for documentation.

The existing buildings in this vicinity of Ardrossan Farm are the Northern Camp Run Farm Complex - including 2 homes, one c. 1875-1913, and the other c. 1937-1948. The large barn dates c. 1815-1913, and there is a springhouse as well.

The other complex of buildings is the grouping across the street from Saw Mill Road. It includes a c. 1875 home and 2 non-historic outbuildings.

RECORDING

In accordance with Section 513(a) of the Pennsylvania Municipalities Planning Code (MPC), final plans must be recorded within ninety (90) days of municipal approval.



Gannett Fleming

Excellence Delivered As Promised

Date: December 23, 2016

To: Radnor Township Planning Commission

From: Roger Phillips, PE

cc: Stephen Norcini, P.E. – Director of Public Works
Kevin W. Kochanski, RLA, CZO – Director of Community Development
Peter Nelson, Esq. – Grim, Biehn, and Thatcher
Amy B. Kaminski, P.E. – Gilmore & Associates, Inc.
Hollye Wagner – Radnor Township Engineering Department
Ray Daly – Radnor Township Codes Official
Steve Gabriel - Rettew

RE: Ardrossan Phase 4 Lot Line Change Plan
ESIII L.P. – Applicant

Date Accepted: November 7, 2016

60 Day Review: February 5, 2017

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Dated: 11/04/2016



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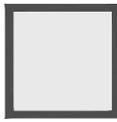
Should the Planning Commission consider recommending approval of this project, we suggest that the recommendation be conditioned on requiring the applicant to satisfactorily address the above comments.

Very truly yours,

GANNETT FLEMING, INC.



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



PHASE IV

PHASE 4

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NET AREA = 83.89 AC

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LOT 4-19	1.33 AC	0.971 AC
LOT 4-20	1.33 AC	0.877 AC
LOT 4-21	1.33 AC	3.371 AC



MEMORANDUM

Date: December 12, 2016

To: Steve Norcini, P.E.
Radnor Township Public Works Director

From: Amy Kaminski, P.E., PTOE
Transportation Services Manager

cc: Roger Phillips, P.E., Senior Project Manager, Gannett Fleming, Inc.
Damon Drummond, P.E., PTOE, Gilmore & Associates, Inc.
Leslie Salsbury, EIT, G&A

Reference: Ardrossan Farms Phase 4 Lot Adjustments
Lot Line Change Plan Review
Radnor Township, Delaware County, PA
G&A 13-07018.03

Gilmore & Associates, Inc. (G&A) has completed a transportation review of the referenced Sketch Plan for Phase 4 of the Ardrossan Farm for the applicant, ESIII L.P. The applicant intends to reconfigure several non-buildable lots to allow for large lot groupings.

A. DOCUMENTS REVIEWED

1. Lot Line Change Plan (34 Sheets) for Ardrossan Farms - Phase 4, dated November 4, 2016, prepared for ESIII LP, prepared by Momenee, Inc.
2. A cover letter dated November 4, 2016 prepared by Momenee, Inc.
3. Subdivision and Land Development Application Form.
4. Application for Act 247 Review.

B. REVIEW COMMENTS

The referenced Sketch Plan includes property line adjustments and generates no transportation related comments.



DELAWARE COUNTY PLANNING COMMISSION

COURT HOUSE/GOVERNMENT CENTER
201 W. Front St. Media, PA 19063

COUNCIL
MARIO J. CIVERA, JR. CHAIRMAN
COLLEEN P. MORRONE VICE CHAIRMAN
JOHN P. McBLAIN DAVID J. WHITE MICHAEL F. CULP

Office Location: Toal Building, 2nd & Orange Sts., Media, PA 19063
Phone: (610) 891-5200 FAX: (610) 891-5203
E-mail: planning_department@co.delaware.pa.us

PLANNING COMMISSION
WILLIAM C. PAYNE CHAIRMAN
THOMAS J. JUDGE VICE CHAIRMAN
KENNETH J. ZITARELLI SECRETARY
LINDA F. HILL DIRECTOR

November 21, 2016

Mr. Robert A. Zienkowski
Radnor Township
301 Iven Avenue
Wayne, PA 19087-5297

RE: Title: Ardrossan Farm Subdivision Phase 4
Applicant(s): Edgar Scott III
File Number: 34-4143-97-99-00-05-14-15-16
Meeting Date: 12/15/2016
Municipality: Radnor Township
Received: 11/10/2016

Dear Mr. Zienkowski,

This is to acknowledge receipt of the above referenced application for review and report. The Commission has tentatively scheduled consideration of the application for its public meeting on the date shown above at 4:00 p.m. in the Government Center Building, (Room 100), Court House Complex, Media, PA. Attendance is not required but is welcomed. If you have any questions concerning this matter, please contact Dennis De Rosa at (610) 891-5222.

NOTE: In order to avoid processing delays, the DCPD file number shown above MUST be provided in any transactions with the county regarding this or future applications related to this location.

Very truly yours,
Linda F. Hill
Linda F. Hill
Director

LFH/pmg
cc: Edgar Scott III
Momenee and Associates, Inc.



November 4, 2016

Mr. Roger Phillips P.E.
Radnor Township Engineer
301 Iven Avenue
Wayne, PA 19087

**RE: Lot Line Change Plans
Ardrossan Farms Phase 4
Radnor Township, Delaware County**

Our File # 06-012

Dear Roger:

On behalf of ESIII L.P., we are submitting an application for a change of the lot lines for the Phase 4 portion of Ardrossan Farm. The intent of the plan is to reconfigure the lots to allow flexibility with the possibility of combining several lots to create large lot groupings. As part of the lot reconfiguration the Ardrossan Drive cul-de-sac has been shortened by approximately 85 feet and the sewer lines to serve the lots have been reconfigured. The attached plans include the lot line changes and land development plans that have been revised to reflect the changes. Please note that other than the shortening of the Ardrossan Drive cul-de-sac, the realignment of the sanitary sewer lines and minor alterations in the storm sewer alignment as a result of the lot changes, there are no changes from the original approved land development plans or stormwater management systems.

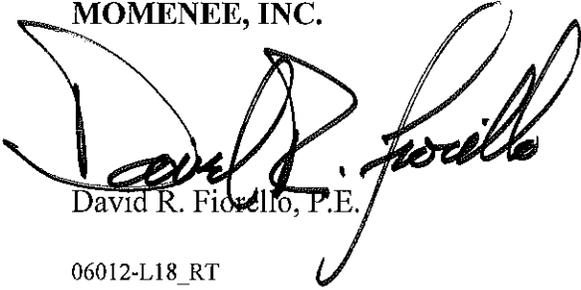
Enclosed for review are the following:

- Signed Township Application
- Township Application fee of \$4,850.00. As discussed, the fee is based on the land development fee of \$2000 per plan and \$150 per revised building lot. There are 21 lots in Phase 4 and all the lots with the exception of 4-9 and 4-10 have been changes in one way or another.
- Professional Escrow replenishment in the amount of \$5,000.00. As discussed the total escrow amount is to be \$15,000.00. Since there is currently \$10,000.00 still in the account for this project, the \$5,000.00 submitted herewith will bring up the account to the required amount.
- Act 247 Review Form
- Act 247 Review Fee of \$360.00
- 19 full size copies of the lot line change plans (8 signed & notarized).
- 7 11x17 copies of the lot line change plans
- 10 USB Thumb Drives containing the following
 - Copy of this letter in PDF Format
 - Plans in PDF format
 - Copies of signed applications in PDF format

Please note that copies of the title report and deed were previously submitted as part of the original application for this project.

I trust that this information will be sufficient in order to be placed on the December Planning Commission Schedule for review. Should you have any questions or require any additional information, please let me know.

Very truly yours,
MOMENEE, INC.

A handwritten signature in black ink, appearing to read "David R. Fiorello". The signature is written in a cursive, flowing style with large loops and is positioned over the typed name below it.

David R. Fiorello, P.E.

06012-L18_RT

cc: Edgar Scott III
John C. Snyder Esq.

RADNOR TOWNSHIP
301 IVEN AVENUE, WAYNE, PA 19087
P) 610-688-5600
F) 610-971-0450
WWW.RADNOR.COM

SUBDIVISION ~ LAND DEVELOPMENT

Location of Property: Ardrossan Farm – Phase 4 – Lot Line Changes Newtown Road

Zoning District AC Application No. _____
(Twp. Use)

Fee \$4,850 Ward No. 3 Is property in HARB District NO

Applicant: (Choose one) Owner _____ Equitable Owner X

Name ESIII L.P.

Address 107 TWADELL MILL ROAD, WILMINGTON, DE 19807

Telephone 610-246-6666 Fax _____ Cell _____

Email CCRSCOTT@HOTMAIL.COM

Designer: (Choose one) Engineer X Surveyor _____

Name DAVID R. FIORELLO, P.E. MOMENEE INC.

Address 924 COUNTY LINE ROAD, BRYN MAWR, PA 19010

Telephone 610-527-3030 Fax 610-527-9008

Email DFIORELLO@MOMENEE.COM

Area of property Phase 4 = 5.42 ACRES Area of disturbance N/A

Number of proposed buildings N/A Proposed use of property: RESIDENTIAL

Number of proposed lots N/A

Plan Status: Sketch Plan _____ Preliminary _____ Final X Revised _____

Are there any requirements of Chapter 255 (SALDO) not being adhered to? Explain the reason for noncompliance.

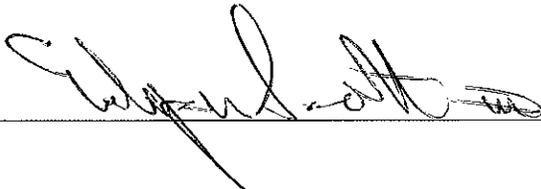
Variances granted as part of the original subdivision will continue with the proposed lot revisions.

Are there any infringements of Chapter 280 (Zoning), and if so what and why?
CONDITIONAL USE APPROVAL WAS GRANTED ON JANUARY 6, 2014 TO PERMIT DEVELOPMENT OF THE PARCEL UNDER THE DENSITY MODIFICATION PROVISIONS OF THE TOWNSHIP ZONING CODE

Individual/Corporation/Partnership Name ESIII LP

I do hereby certify that I am the owner, equitable owner or authorized representative of the property which is the subject of this application.

Signature:



Print Name

EDGAR SCOTT III

By filing this application, you are hereby granting permission to Township officials to visit the site for review purposes.

NOTE: All requirements of Chapter 255 (Subdivision of Land) of the Code of the Township of Radnor must be complied with whether or not indicated in this application.

DELAWARE COUNTY PLANNING COMMISSION

APPLICATION FOR ACT 247 REVIEW

Incomplete applications will be returned and will not be considered "received" until all required information is provided.

Please type or print legibly

DEVELOPER/APPLICANT

Name ESIII LP ATTN: MR. EDGAR SCOTT III E-mail CCRSCOTT@HOTMAIL.COM

Address 107 TWADDELL MILL ROAD, WILMINGTON, DE Phone 610-246-6666

Name of Development ARDROSSAN FARM

Municipality RADNOR TOWNSHIP

ARCHITECT, ENGINEER, OR SURVEYOR

Name of Firm MOMENEE AND ASSOCIATES INC Phone 610-527-3030

Address 924 COUNTY LINE ROAD, BRYN MAWR, PA 19010

Contact DAVID R. FIORELLO, P.E. E-mail DFIORELLO@MOMENEE.COM

Type of Review	Plan Status	Utilities		Environmental Characteristics
		Existing	Proposed	
<input type="checkbox"/> Zoning Change	<input type="checkbox"/> Sketch	<input checked="" type="checkbox"/> Public Sewerage	<input checked="" type="checkbox"/> Public Sewerage	
<input checked="" type="checkbox"/> Land Development	<input type="checkbox"/> Preliminary	<input checked="" type="checkbox"/> Private Sewerage	<input type="checkbox"/> Private Sewerage	<input checked="" type="checkbox"/> Wetlands
<input checked="" type="checkbox"/> Subdivision	<input checked="" type="checkbox"/> Final	<input checked="" type="checkbox"/> Public Water	<input checked="" type="checkbox"/> Public Water	<input checked="" type="checkbox"/> Floodplain
<input type="checkbox"/> PRD	<input type="checkbox"/> Tentative	<input checked="" type="checkbox"/> Private Water	<input type="checkbox"/> Private Water	<input checked="" type="checkbox"/> Steep Slopes

Zoning District AC

Tax Map # 36 / 36 / 008

Tax Folio # 36 / 04 / 02464 / 00

STATEMENT OF INTENT

WRITING "SEE ATTACHED PLAN" IS NOT ACCEPTABLE.

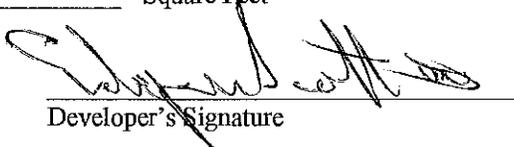
Existing and/or Proposed Use of Site/Buildings:

RECONFIGURE THE PREVIOUSLY APPROVED LOTS IN THE PHASE 4 SECTION OF THE ARDROSSAN FARM WHICH WERE APPROVED UNDER THE DENSITY MODIFICATION OPTION PERMITTED BY RADNOR TWP'S ZONING ORDINANCE. THE EXISTING RESIDENTIAL STRUCTURES ARE TO BE MAINTAINED AS PART OF THE LOTS. NEW HOMES WILL BE BUILT ON THE RESIDENTIALLY APPROVED LOTS. NO NEW RESIDENTIALLY APPROVED LOTS ARE BEING CREATED.

Total Site Area	85.42	Acres
Size of All Existing Buildings	9,785+/-	Square Feet
Size of All Proposed Buildings	150,000 +/-	Square Feet
Size of Buildings to be Demolished	0+/-	Square Feet

EDGAR SCOTT III

Print Developer's Name


Developer's Signature

MUNICIPAL SECTION

ALL APPLICATIONS AND THEIR CONTENT ARE A MUNICIPAL RESPONSIBILITY.

Local Planning Commission Regular Meeting _____

Local Governing Body Regular Meeting _____

Municipal request for DCPD staff comments prior to DCPC meeting, to meet municipal meeting date:

Actual Date Needed _____

IMPORTANT: If previously submitted, show assigned DCPD File # _____

Print Name and Title of Designated Municipal Official

Phone Number

Official's Signature

Date

FOR DCPD USE ONLY

Review Fee: Check # _____ Amount \$ _____ Date Received _____

Applications with original signatures must be submitted to DCPD.

RESOLUTION NO. 2017-28
A RESOLUTION OF RADNOR TOWNSHIP, DELAWARE
COUNTY, PENNSYLVANIA, AUTHORIZING THE
APPOINTMENT OF AMY KAMINSKI, PE, PTOE,
OF GILMORE & ASSOCIATES, AS RADNOR TOWNSHIP
TRAFFIC ENGINEER

WHEREAS, the Township solicited proposals for the Board of Commissioners appointed position of Township Traffic Engineer

WHEREAS, criteria for a retainer were included as part of the Request for Proposal

WHEREAS, staff recommends Amy Kaminski, PE, PTOE, be appointed as Radnor Township Traffic Engineer for 2017-2018

WHEREAS, the retainer cost is \$40,800 annually

NOW, THEREFORE, be it **RESOLVED** by the Board of Commissioners of Radnor Township does hereby appoint Amy Kaminski, PE, PTOE, of Gilmore & Associates, as Radnor Township Traffic Engineer, for 2017 and 2018, and approve the retainer fee of \$40,800 annually.

SO RESOLVED this 13th day of February, A.D., 2017

RADNOR TOWNSHIP

By: _____

Name: Elaine P. Schaefer

Title: President

ATTEST:

Robert A. Zienkowski
Manager/Secretary

Radnor Township

PROPOSED LEGISLATION

DATE: February 6, 2017

TO: Radnor Township Board of Commissioners

FROM: Stephen F. Norcini, P.E., Director of Public Works 

CC: Robert A. Zienkowski, Township Manager

LEGISLATION: **Resolution #2017-28: Appointment of the Township Traffic Engineer**

LEGISLATIVE HISTORY: The Board of Commissioners authorized staff to solicit proposals for the Township's appointed Traffic Engineer.

PURPOSE AND EXPLANATION: Staff crafted a Request for Proposals (RFP) for Traffic & Transportation Engineering Services, that was posted on Penn Bid. In the past, the Township's Traffic Engineer, although an appointed position, did not have a retainer provision, similar to what we have for the Township Engineer and Solicitor. The retainer, an annual fee (paid in twelve monthly installments), provides for the following: 1.) Attendance at all Board of Commissioner meetings, 2.) Attendance at monthly Staff Traffic meetings, 3.) Providing a summary of each Staff Traffic meeting to the Board of Commissioners, PD Traffic Squad, and Township staff. 4.) Attendance at two Park and Recreation Board meetings to opine on traffic and parking related issues regarding upcoming park improvement projects, 5.) Attendance at three Radnor Trail Council meetings to opine on traffic and parking related issues for the proposed trail. Similar to last year, there is a requirement for flat fee costs for the following services: STOP sign warrant evaluation, traffic signal installation warrant evaluation, traffic counts, traffic calming analysis, and ADA requirements for a four-way intersection. These duties are in addition to the normal services (reimbursable Land Development reviews, capital projects, etc.).

Proposals were received from two firms: McCormick Taylor (Andrew Parker, PE, PTOE) and Gilmore & Associates (Amy Kaminski, PE, PTOE). After reviewing both proposals, it is clear that both firms (and the candidates they put forth) are well qualified to provide the services required in the RFP. That being said, in dealing with Amy Kaminski/Gilmore Associates, the services provided and turnaround time have been exemplary. Ms. Kaminski's work with grants, capital projects, as well the prompt production of deliverables, on a very short time limit, make her the best candidate for the position. Staff recommends to the Board of Commissioners that Amy Kaminski, PE, PTOE, of Gilmore & Associates, be appointed as the Township's Traffic Engineer for 2017-2018.

IMPLEMENTATION SCHEDULE: Pending approval by the Board of Commissioners, the contract will be executed immediately.

FISCAL IMPACT: The retainer fee, \$40,800 annually, will be charged against account 01-429-4360. SALDO reviews are pass through costs, and any design costs for capital projects are based upon the specific proposal, and charged to that capital construction account.

RECOMMENDED ACTION: *I respectfully request the Board of Commissioners appoint Amy Kaminski, PE, PTOE, of Gilmore & Associates, as Radnor Township Traffic Engineer, and approve the retainer fee of \$40,800 annually.*

MOVEMENT OF LEGISLATION: It is being requested that the Board approve the legislation for this project.

Enclosure: Gilmore & Associates proposal and contract.



GILMORE & ASSOCIATES, INC.
ENGINEERING & CONSULTING SERVICES

February 3, 2017

Project No. 17-02011

Mr. Stephen F. Norcini, P.E.
Director of Public Works
Township of Radnor
301 Iven Avenue
Wayne, PA 19087-5297

Reference: Proposal for Traffic & Transportation Engineering Services
Annual Retainer for Traffic Engineering Services
Radnor Township, Delaware County, Pennsylvania

Dear Mr. Norcini:

Gilmore & Associates, Inc. (G&A) appreciates the opportunity to submit the following response for professional municipal traffic and transportation engineering services in the Township of Radnor. The G&A Transportation Team is not only licensed as professional engineers within the Commonwealth of Pennsylvania, but our transportation engineers have also obtained the much desired national Professional Traffic Operations Engineering (PTOE) certification that ensures we are uniquely qualified to offer the essential knowledge and technical skills and are capable of providing a specialized application of traffic operations engineering for all our municipal clients. Our dedicated professionals have demonstrated their vast expertise and technical knowledge on a variety of transportation projects for our current and past municipal clients and, in fact, have been providing traffic and transportation engineering services in the Township of Radnor since in 2011.

G&A staff understands the service requirements included in the *Radnor Township Request for Proposals – Traffic & Transportation Engineering Services 2017-2018* and the team stands ready to provide the professional transportation engineering services currently appreciated by Radnor Township. Engaging professionally with a full civil engineering firm like Gilmore & Associates, Inc. will provide assurances that all projects will be completed in-house with essential team coordination from survey through construction with a prompt response to queries regarding the status of your projects. We have included a list of the various services offered by the G&A team in this response to allow you to verify that we can handle any civil engineering service required by the Township.

The G&A team is immediately available to provide traffic and transportation engineering services for comprehensive plan updates, subdivision and land development ordinance and zoning ordinance updates along with reviewing land development project submissions with a focus on traffic and transportation issues unique to Radnor Township. As our number one transportation engineering client, we will continue to prioritize requests made by Radnor Township so we may provide the comprehensive services and responsiveness that you have come to expect from our project team.

BUILDING ON A FOUNDATION OF EXCELLENCE

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

www.gilmore-assoc.com

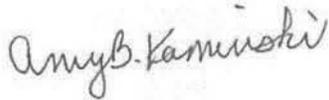
If acceptable to the Township, Ms. Amy Kaminski, P.E., PTOE will continue to provide G&A representation in Radnor Township, assisted by Mr. Damon Drummond, P.E., PTOE; in addition to holding the hourly rates for both Ms. Kaminski and Mr. Drummond at the 2016 rate level through 2018. The 2016 hourly rates will also be held for all staff performing work for Radnor Township through 2018.

Also for your consideration and as requested, we offer the attached Services Agreement for *Radnor Township Transportation Engineering Retainer Services* for the Board of Commissioners' to consider at their upcoming public business meeting. The scope of services is identified in the attached service agreement and the annual and monthly fees are included.

Upon your review of our qualifications and project profiles, we trust you will find our transportation team uniquely qualified to service the needs of Radnor Township. We recommend reaching out to our current municipal clients included in the reference section of this response to discuss their experience with our transportation service team because client satisfaction is as important to us as it is to all our clients. We promise to continue to provide timely responses and the attention to detail that is unparalleled by our competitors in order to satisfy the needs of the Township of Radnor.

Please do not hesitate to contact us if you have any questions and thank you in advance for your consideration of the Gilmore & Associates, Inc. Transportation Team. We look forward to continued service of the transportation engineering needs of your community.

Sincerely,



Amy B. Kaminski, P.E., PTOE
Transportation Services Manager
Gilmore & Associates, Inc.
akaminski@gilmore-assoc.com



SERVICES AGREEMENT

File No. 17-02011

RADNOR TOWNSHIP

RETAINER FOR TRANSPORTATION ENGINEERING SERVICES

This Agreement is made on **February 13, 2017** by and between: **Radnor Township (CLIENT)**, and **Gilmore & Associates, Inc., Attn: Amy B. Kaminski (ENGINEER)**. The parties agree as follows:

1. **Scope of Services:** ENGINEER agrees to provide the following Services:

Retainer for Transportation Engineering Services for meeting travel and attendance as follows:

- i) Board of Commissioners' Meetings, 22 Meetings per year
- ii) Monthly Staff Traffic Meetings, 12 meetings per year with follow up summary to Board of Commissioners
- iii) Park and Recreation Meetings, 2 meetings per year
- iv) Radnor Trail Council Meetings, 3 meetings per year

2. **Compensation:** CLIENT agrees to pay ENGINEER:

The Annual Retainer Fee for services as outlined above is \$40,800 lump sum including travel expenses and meeting attendance as indicated above. Client is required to pay a monthly retainer fee in the amount of \$3,400 lump sum per month.

(This fee is void if agreement is not signed by both parties within thirty (30) days from the date of this agreement.)

- 3. The Services shall be performed on a monthly basis as indicated above and lump sum fee shall be paid monthly.
- 4. The individuals executing this Agreement below agree that they are authorized to enter into this Agreement on behalf of CLIENT and ENGINEER, respectively, and CLIENT and ENGINEER agree to be bound by the terms and conditions of this Agreement.
- 5. Exclusions: the monthly lump sum retainer does not include any reimbursements provided through developer escrows when applicable.

Client's Authorized Representative:

Print & Date

Authorized Signature

Gilmore & Associates, Inc.'s Authorized Representative:

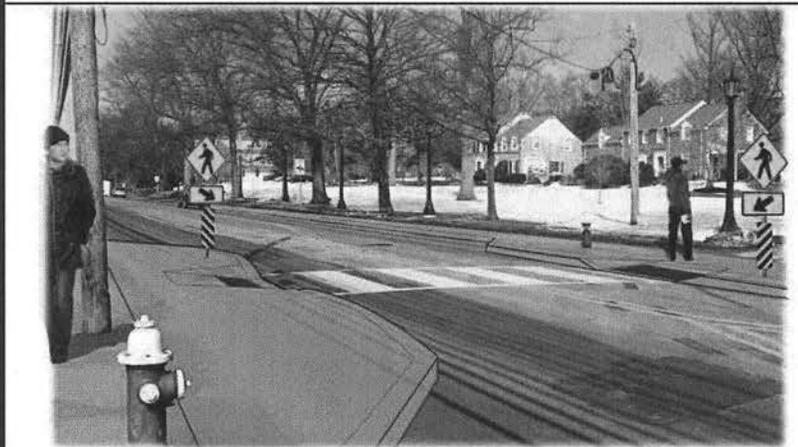
Print & Date

Authorized Signature

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65 E. Butler Avenue | Suite 100 | New Britain, PA 18901 | 215-345-4330 | 215-345-8606
 508 Corporate Drive West | Langhorne, PA 19047 | 215-369-3955 | 215-345-8606
 184 W. Main Street | Suite 300 | Trappe, PA 19426 | 610-489-4949 | 610-489-8447
 425 McFarlan Road | Suite 102 | Kennett Square, PA 19348 | 610-444-9006 | 610-444-7292
 5100 Tilghman Street | Suite 150 | Allentown, PA 18104 | 610-366-8064 | 610-366-0433
 One Penn Center at Suburban Station | 1617 JFK Boulevard | Suite 425 | Philadelphia, PA 19103 | 215-687-4246 | 215-564-1780
www.gilmore-assoc.com

PROPOSAL TO PROVIDE
PROFESSIONAL
TRAFFIC & TRANSPORTATION
ENGINEERING SERVICES
FOR
RADNOR TOWNSHIP
DELAWARE COUNTY, PA



URSINUS MAIN STREET PROJECT

PERSPECTIVE VIEW - 7TH AVENUE CURB EXTENSIONS AT MID-BLOCK CROSSING
COLLEGEVILLE, PENNSYLVANIA

PROJECT NO. 06100001
DATE: April 2, 2013
SHEET NO. 2 of 4

REVISED
FEBRUARY 2017



GILMORE & ASSOCIATES, INC.
ENGINEERING & CONSULTING SERVICES

**PROPOSAL TO PROVIDE
PROFESSIONAL TRAFFIC & TRANSPORTATION
ENGINEERING SERVICES
FOR
RADNOR TOWNSHIP, DELAWARE COUNTY, PA**

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SECTION 4	CLIENT REFERENCES
SECTION 5	CURRENT WORKLOAD
SECTION 6	PROFESSIONAL FEE SCHEDULE <ul style="list-style-type: none">• PROFESSIONAL SERVICES FEE SCHEDULE• MISCELLANEOUS EQUIPMENT CHARGES• RETAINER AND FIXED FEE PROPOSAL• TRAFFIC ENGINEER'S REPORT SAMPLE
APPENDIX A	GRANT FUNDING EXPERIENCE
APPENDIX B	CERTIFICATE OF INSURANCE

Professional Traffic & Transportation Engineering Services
Radnor Township, Delaware County, PA

SECTION 1 INTRODUCTION TO GILMORE & ASSOCIATES, INC.



CONTACT INFORMATION

Amy B. Kaminski, P.E., PTOE
Transportation Services Manager
65 East Butler Avenue, Suite 100
New Britain, PA 18901
215.345.4330
akaminski@gilmore-assoc.com

Our transportation engineers and planning experts have the tools, knowledge, and experience to successfully accomplish small and large transportation projects utilizing best practices and sustainable solutions. From impact studies and signal design to streetscapes and traffic calming, our comprehensive approach allows us to serve multiple industries across our various service offerings.

Gilmore & Associates, Inc. (G&A) has proven experience working with the Department of Transportation (DOT) in several states to obtain vital project approvals and a wide range of experience with technical modeling and analytical tools including Synchro, SimTraffic, HCS 2010, TruTraffic, TripGen, and ArcGIS. In addition, our grant writing experience has resulted in federal and state grant funding awards, providing many of our municipal clients the opportunity to implement projects.

FIRM PROFILE

G&A has emerged as one of the region's most dynamic civil engineering firms, offering a diverse yet complementary portfolio of professional consulting services. Across a range of civil engineering, surveying, landscape architecture, and environmental disciplines we are inspired to innovate while recognizing the value of fundamentals executed to perfection.

G&A has six office locations throughout eastern Pennsylvania and employs 150 professionals and staff companywide. We have grown in a carefully planned fashion along with the growth of the region by offering a wide variety of civil engineering and consulting services and successfully representing over 75 local municipalities/authorities. The Firm continually ranks as one of the top regional Engineering and Consulting firms by the Philadelphia Business Journal, a success achieved by always trying to understand our clients, their needs, and working with them to a successful project completion.

Through nearly a century of professional practice, G&A has instilled confidence and trust in our clients that we will meet the unique needs of every project. That experience has taught our firm the importance of responsiveness and the true value of teamwork.

As a practice leader, we embrace our responsibility to provide environmentally and economically sustainable designs for our clients and the communities we serve. Our history feeds a philosophy that promotes resilient solutions to the complexities of an aging infrastructure. Gilmore & Associates, Inc. goes beyond the traditional engineering and consulting firm, offering tailored solutions to our client's engineering challenges.

Civil Engineering Service Disciplines

Transportation

Governmental Engineering

Site Planning and Design

Water Resources

Landscape Architecture

Structural and Forensic

Land Surveying

Environmental

Watersheds

*Construction Administration,
Observation, and Testing*

Geotechnical

Professional Traffic & Transportation Engineering Services
Radnor Township, Delaware County, PA

- ✓ Convenient location to Radnor Township
- ✓ Extensive municipal consulting experience
- ✓ Flexible schedule to assist the Township

ACCESSIBILITY TO RADNOR TOWNSHIP

Radnor Township will have the benefit of being served by our New Britain, Bucks County office. Because of our proximity to the Township and the flexible schedules of our office and field staff, we can provide the Township with responsive and cost-effective services. Our professional staff will spend less time traveling and more time serving the needs of Radnor Township.



GRANT WRITING AND APPLICATION ASSISTANCE

We have a successful track record in assisting municipalities and municipal authorities with grant writing. G&A has obtained over \$27 million in grant funds for our clients as shown on our select grant funding assistance listing found in the Appendices. Our grant writing projects are specifically tailored to each funding source's requirements. We allow clients as much or as little input into the writing process as they desire. Having designed and implemented many grant-funded projects, we understand the way agencies award grants and financial assistance. We emphasize the value of each project to the community and the significant changes to the people it will directly benefit.

We have years of success securing county, state, federal and private funding for a broad range of municipal needs including, but not limited to:

- Planning
- Design
- Feasibility Studies
- Transportation
- Stormwater Management
- Potable Water Systems
- Sanitary Sewer Systems
- Recreation Facilities
- Streetscape Improvements
- Sustainability Improvements

SECTION 2 FIRM QUALIFICATIONS AND EXPERIENCE



GOVERNMENTAL ENGINEERING SERVICES

We offer a wide range of governmental consulting, planning, and engineering services. G&A has provided consulting engineering to governmental clients since 1973, when Hatboro Borough became our first municipal client and is still a client today. Our governmental consulting and engineering services have grown to include over 75 boroughs, townships, and authorities in Berks, Bucks, Chester, Delaware, Monroe, Montgomery, Northampton, Pike, and Wayne Counties, including the City of Philadelphia.

We believe governmental engineering needs to be more than just generating code reviews. While thorough ordinance reviews are an important task, our engineers take every opportunity to advocate for their clients throughout the subdivision and land development process as well as when implementing municipal planning and infrastructure improvements. We provide all services typically required by municipalities and authorities with our in-house professional staff, including:

- Municipal Engineering and Planning
- Transportation Engineering
- MS4/TMDL Permitting Compliance
- Grant Writing Assistance/Administration
- Stormwater Management
- Water/Wastewater Services
- Sustainable Resources Design
- Landscape Architecture Design
- Construction Observation/Administration
- Geotechnical and Environmental Services
- Geographic Information Systems (GIS)

TRANSPORTATION SERVICES

Highway congestion, transportation safety, regional growth, and the integration of complete streets are some of the largest challenges facing our region. G&A's professional team of experienced transportation engineers and technicians have the tools, knowledge, and experience to successfully accomplish small and large transportation projects utilizing best practices and sustainable solutions. From impact studies and signal design to streetscapes and traffic calming, our comprehensive approach allows us to serve multiple industries across our various service offerings. Our team continues to provide quality and responsive service to all our clients while delivering innovative design solutions to many challenging projects.



Our team is well versed in all aspects of transportation engineering services and is proud to offer the following services:

- Traffic Signal Design, Closed Loop Systems, Traffic Adaptive Systems and Permitting
- Governmental Transportation Engineering Services
- Complete Street Analysis and Multimodal Planning and Design
- Traffic Impact Studies; Traffic Data Collection, Parking studies, Act 209 Impact Studies and Roadway Safety Analysis
- Highway Occupancy Permitting, Corridor Improvement Analysis and Roadway Design/ Reconstruction
- ADA Compliance, Bicycle, and Trail Plans
- Traffic Calming Policy, Analysis, and Design
- Grant Applications

Professional Traffic & Transportation Engineering Services
Radnor Township, Delaware County, PA

LAND SURVEYING SERVICES

Founded in 1918, G&A originally consisted of a two person surveying firm serving the Central Bucks County area. Since that time we have expanded our services to over 10 counties in our region. Our services cover the spectrum from very simple to extremely complex. We keep pace with the constantly improving technologies including real-time GPS via a Virtual Reference Station Network, Automated Data Collection Systems, Total Station Robotic Systems, and Terrestrial Laser Scanning to provide efficient and accurate service to our clients. Additionally, our experienced technical staff can quickly prepare drawings in Civil 3D from the raw survey field data gathered during the course of a project. This ensures a quick turnaround for preparation of survey plans, base plans for engineering design and final record drawings and documentation. We have the available resources to support multiple survey crews dispatched to project sites throughout the region.



Our surveying services include but are not limited to the following:

- Boundary, Location, and Topographic Surveys
- Land Subdivisions
- ALTA/NSPS Land Title Surveys
- Aerial Photo Control Surveys
- Preparation of Legal Descriptions
- Cell Tower Surveys (FAA 1A and 2C Certifications)
- Wind Farm Surveys
- Construction Stakeout
- As-Built Surveys
- Land Preservation Surveys
- GIS Data Acquisition and Mapping
- 3D LiDAR Scanning
- Monitoring and Deformation Surveys (settlement, movement)
- Environmental Surveying Services

SITE PLANNING AND DESIGN SERVICES

G&A's site planning and design practice benefits from our in-house multidisciplinary approach, seamlessly integrating survey, landscape architecture, water resources, civil engineering, environmental, and geotechnical services in successful place making. These core disciplines are complemented by our commitment to technology in 3D design and digital visualization, including providing 3D Building Information Modeling (BIM) through our in-house Autodesk Certified BIM Specialist.



We are proud to offer the following services:

- Integrated Development Feasibility
- Master Planning
- Zoning
- Institutional, Residential, Commercial, and Mixed-Use Land Development
- 3D Site Models
- Civil BIM
- Revit & Civil 3D File Collaboration Support
- Landscape and Site Lighting Design
- Conservation Planning and Design
- Permitting

Professional Traffic & Transportation Engineering Services
Radnor Township, Delaware County, PA



WATER RESOURCES

Water and wastewater infrastructure is an essential component in community planning, growth, and sustainability. We offer a wide range of planning, engineering, and construction services to address the needs of the public sector. Whether it is a large public centralized system utilizing the latest pumping and treatment technologies or a small private individual system, we provide the technical expertise and regulatory insights necessary for a successful project. Our emphasis is always on efficiency, sustainability, and the preservation of resources.

Our Water Resources group is proud to offer the following services:

- Source Water Protection Programs
- Feasibility and Planning Studies
- Location and Development of Groundwater Supplies
- Permit and Grant Applications
- Water and Wastewater Treatment Facilities Design
- Storage and Distribution Systems Design
- Gravity Sewers and Pump Station Design
- Start-up Planning and Assistance
- Operation and Maintenance Manuals
- Industrial Pretreatment Systems
- Infiltration/Inflow Studies and Remedial Programs
- Alternative Wastewater Disposal Systems
- Gray Water Treatment and Reuse Systems
- Preliminary and Detailed Hydrogeologic Studies
- Groundwater Modeling/Mounding Analyses
- Capital and Operating Budgets
- Municipal and Regional Water Resource Planning
- Bond Issue Support
- System Valuation
- Rate Study Preparation/Tapping Fee Analysis
- Preparation of Mandated Annual Reports



WATERSHEDS

Our Watersheds practice provides a comprehensive suite of services focused on the complex issues facing our watersheds. Why Watersheds?

Watersheds represent the nexus of water and landform and include the diverse and complex interactions of all life within them, including our own. Similarly, our Watersheds practice benefits from our organic expertise in critical disciplines such as civil engineering, environmental science, hydrogeology, geotechnical engineering, soil science, geospatial technology, structural engineering, community outreach and landscape architecture. That expertise is enriched by the diverse perspectives of our clients; from

cities to suburban and rural municipalities, from institutional campuses to individual homeowners.

We are proud to offer the following services:

- Watershed Assessment & Master Planning
- TMDL Strategy Planning & Implementation
- Municipal MS4 Permitting
- Stormwater Infrastructure Asset Management
- Stormwater Utility Planning
- Grant Writing, Administration & Assistance
- Stormwater Management Ordinance Creation
- Best Management Practice (BMP) Design, Monitoring & Restoration
- Green Stormwater Infrastructure Planning & Design
- Post-Construction Stormwater Management & NPDES Permitting
- Stream Bank Stabilization & Restoration
- Floodplain and Riparian Management
- Bridge & Culvert Design
- Dam Safety Engineering

Professional Traffic & Transportation Engineering Services
Radnor Township, Delaware County, PA

LANDSCAPE ARCHITECTURE SERVICES

Our landscape architects provide innovative design solutions that meet the needs of our clients. We have a strong portfolio of site development, sustainable design, and green infrastructure projects. Some of which include recreational parks, urban playgrounds, streetscape enhancement, and community swimming pools. Sustainability and betterment of the environment are key components that are incorporated into the role of our landscape architects and designers. Several staff members are LEED® Accredited Professionals with a thorough understanding of environmentally responsible design opportunities and constraints.



Our landscape architects are specialized in the following:

- Site Planning and Design
- Master Planning for Campuses, Corporations, Developments, and Parks
- Land Development Consulting
- Park, Playground, and Sprayground Design
- Active Recreation and Sports Facility Design
- Trail and Open Space Planning and Design
- Grant Application Consulting
- Municipal Consulting
- ADA and Special Needs Design
- Sustainable Design and LEED® Consulting
- Landscape Planting Design
- Grading, Drainage, and Stormwater Design
- Green Infrastructure Design
- Place Making, Streetscapes, and Urban Design



GEOGRAPHIC INFORMATION SYSTEMS (GIS) SERVICES

Since G&A is at the cutting edge of powerful and versatile technology our clients have the ability to better track and manage their resources as well as strategically plan for future infrastructure improvements.

Our GIS services demonstrate real value to our clients by providing easy access to vital information. Clients can use a GIS database to inventory water distribution lines by location, size, flow rate, and pressure or inventory manholes by elevation and maintenance history. Individual tax parcels can reference zoning data or building

permit history and compliance. Municipal population data can be analyzed to assist with demographic projections.

Since 1993, we have provided our clients with customized, easy-to-use GIS solutions that help interpret database-driven mapping and graphic based record keeping. This technology is so powerful we use it in-house to support our own civil engineering, land design, water resource, land surveying, and governmental services.

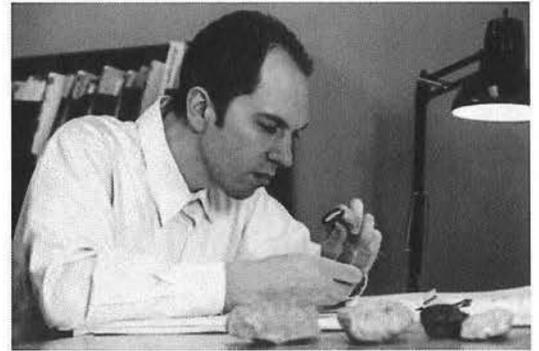
We are pleased to provide the following:

- Digital Base Map and Database Development
- GIS Program Design, Installation, and Support
- Document Conversion Programs
- Strategic Plans
- GPS Field Control and Monumentation
- Aerial Planimetric/Topographic Maps
- Map/Database Maintenance Programs
- Property and Permit Management System Integration

Professional Traffic & Transportation Engineering Services
Radnor Township, Delaware County, PA

ENVIRONMENTAL SERVICES

To achieve project goals, our environmental experts rely on open communication and coordination with clients and regulators. Our staff includes professional geologists, professional engineers, environmental scientists, and field and office technicians. The team is experienced in environmental permitting as it pertains to public, commercial, and industrial facilities. We prepare and implement pollution management plans for wastewater discharges, and provide siting, testing, and permitting for municipal water suppliers and irrigation supplies. We have performed hydrologic testing and monitoring for mining and quarry expansion and have provided NEPA documentation for federally funded projects.



For new construction projects, as well as for demolition of old facilities, we provide preliminary due diligence and evaluation of soils, water, and wastes for the purpose of meeting the PADEP solid waste regulations and other environmental programs. To ensure compliance with the management of fill policy and requirements for site remediation, we are available throughout the bidding and construction process.

To address the needs of our clients we are pleased to offer the following:

- Environmental Permitting and Compliance
- Groundwater and Surface Water Monitoring and Modeling
- Water Resource Impact Studies
- Environmental Site Assessments (Phase I and II) and Remediation Services
- Total Maximum Daily Load (TMDL) Compliance and Toxic Reduction Evaluation for Sewage Discharge
- Quarry Permitting and Monitoring
- NEPA Documentation and Management
- Clean Fill Investigations
- Underground Storage Tank (UST) Closures and Site Characterization
- Spill Prevention, Control and Countermeasure (SPCC) Plans, Spill Prevention and Response (SPR) Plans, and Preparedness, Prevention, and Contingency (PPC) Plans
- Solid Waste Facility Design and Permitting
- Hazardous Material Management and Consulting
- Geothermal Well Field Development



STRUCTURAL AND FORENSIC SERVICES

A well-designed and maintained infrastructure is essential to the economy and public safety. As an industry leader, G&A engineers have the knowledge and experience to successfully complete projects utilizing best practices, delivered on time and within budget.

We develop cost-efficient solutions for public and private buildings, bridges, parking structures, dams, cell towers, water and wastewater facilities, and other special structures.

Our Structural and Forensic Services group is proud to offer the following services:

- Feasibility Studies and Condition Assessments
- Structural and Forensic Investigations
- Reconstruction and Historic Rehabilitation
- Structural Analysis and Design
- Post-Catastrophic Event Assessments
- Emergency Response Services
- Temporary Structures
- Construction Management, Inspection, and Administration

GEOTECHNICAL SERVICES

Our geotechnical engineers, geologists, and soil scientists provide comprehensive technical expertise. The ultimate success of our clients' project depends on the performance of subsurface geotechnical systems that are implemented in innovative and cost effective ways. We anticipate project hurdles and respond quickly to manage challenges. We take time to understand their goals and apply the latest technologies and materials, as well as time-tested solutions, to suit each individual project.

Our services include:

- Subsurface Exploration & Geotechnical Reports
- Evaluation of Concrete and Asphalt Pavements
- Soil and Construction Materials Testing
- Retaining Wall Design (segmental, concrete, and masonry)
- Reinforced Embankment Design (Green Walls, MSE)
- Slope Stability Analysis
- Soil Stabilization and Ground Improvement Techniques
- Foundation Design Recommendations
- Carbonate Geology and Geologic Hazard Assessments
- Sinkhole (Karst) Consulting & Emergency Permitting
- Stormwater Injection Well Investigations
- Geophysical Testing
- Fracture Trace Analysis
- Soil Consulting (Alluvial, Classification, Remapping)
- Stormwater Infiltration Testing
- Stormwater System Maintenance Assessment
- Amended Soil Design
- On-Lot Septic System Testing & Design (Conventional & Alternate)
- Construction Phase Testing & Special Inspections



CONSTRUCTION ADMINISTRATION, OBSERVATION, AND TESTING SERVICES

Our professional engineers, construction observers, and certified technicians test, analyze, and observe critical construction operations to achieve a successful, cost-effective project. By fostering a team approach with the municipality, contractors, regulatory agencies, and citizens, we exceed community expectations and successfully execute projects. We understand that the pace of construction requires fluid communication and robust documentation, which is why we utilize state-of-the-art equipment and communications technology.

The following are some of the construction services we provide:

- Complete Client/Owner Representation
- Community/Public Relations
- Value Engineering
- Construction Contract Preparation
- Contract Management
- Project Documentation and Reporting
- Construction Submittal Review
- Labor/Wage Compliance
- Construction Materials Testing
- As-Built Plan Preparation
- Punch List and Closeout Documentation

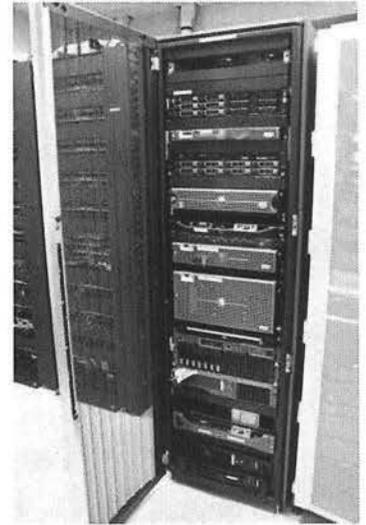
INFORMATION TECHNOLOGY CONSULTING SERVICES

Reliable information technology systems are a critical part of the infrastructure required to provide consistent customer service. Ongoing technology investments including hardware, software, training, and support are necessary to meet ever changing operational and customer demands.

Our IT consulting team is pragmatic and experienced in all areas of information technology and can readily assist clients to determine the best technology solutions, thereby freeing staff to concentrate on more essential priorities.

IT Support Services include:

- Help Desk Support
- Hardware/Software Support
- Email Servers
- Archive Services
- Software Training



SELECT PROJECT PROFILES

With years of hands-on project experience to draw upon, our staff delivers innovative solutions for each project. We strive for sound, effective, and sustainable solutions that balance design with local surroundings. A summary of select project profiles are shown on the following pages.



Jacksonville Road/Montgomery Avenue Green Light-Go Grant Application Services

Gilmore & Associates, Inc. (G&A) prepared a successful application to the Pennsylvania Department of Transportation's Green Light-Go grant program for the upgrade of existing signal equipment at the intersection of Jacksonville Road (S.R. 0332) and Montgomery Avenue as well as the upgrade of the equipment associated with the adjacent railroad crossing, including the fiber optic signs mounted on the mast arms, the railroad pre-emption system and installation of pedestrian gates at the railroad crossing. The upgrades to the signal equipment included the installation of ADA-compliant pedestrian signal heads, push buttons, and curb ramps, as well as the installation of energy-efficient LED bulbs to yield a significant cost savings in lifetime operating and maintenance expenses. The project also included the installation of an uninterrupted power supply to improve the safety of the intersection by maintaining signal operation during power outages. The total cost of the project was \$1,230,828, with the Borough contributing 50% matching funds (\$615,415).

Project Location:

Hatboro Borough,
Bucks County, PA

Project Cost:

\$1,230,828

Grant Award Amount:

\$615,413

Contact Information:

Fred Zollers, Borough Manager
Hatboro Borough
414 South York Road
Hatboro, PA 19040
215-443-9100

G&A Contact Information:

Amy B. Kaminski, P.E., PTOE
Transportation Services
Manager
akaminski@gilmore-assoc.com
215-345-4330



Services Provided By Gilmore & Associates, Inc.:

- Grant Application Preparation
- Engineer's Opinion of Probable Cost Estimates
- Preliminary Traffic Signal Design
- Final Traffic Signal Design

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Project Location:

Warrington Township
Bucks County, PA

Contract to Date:

\$2,250,000 (Transportation
Improvements)

\$12,000,000

(Land Design/Site Work)

Contact Information:

Formerly with Metro
Development
Jack K. Schneider, P.E.
267-642-6770
jack1515@aol.com

G&A Contact Information:

Amy B. Kaminski, P.E., PTOE
Transportation Services
Manager
akaminski@gilmore-assoc.com
215-345-4330

Tom Hanna, P.E., LEED® AP
Vice President - Land Design
thanna@gilmore-assoc.com

Sharon K. Dotts, P.E., C.P.E.S.C.
Project Manager
sdotts@gilmore-assoc.com

Easton Road/SR 611 Traffic Adaptive System Valley Gate/Penrose Tract

Metro Development proposed a significant mixed-use development along the Easton Road (SR-611) corridor in Warrington Township, Bucks County. The proposed development on two tracts with approximately 67 acres includes a 100 room hotel, 152,036 sf discount superstore, 40,000 sf of additional retail, and 81 units of residential apartments. Along with the civil and site work, Gilmore & Associates, Inc. provided all highway occupancy and traffic signal permitting with PennDOT. The project required widening along Easton Road, widening for two nearby intersections to provide for dedicated right turn lanes, along with the design, and construction of a Traffic Adaptive signal system for twelve intersections along the Easton Road corridor.



Services Provided By Gilmore & Associates, Inc.:

- Land Development
- Survey
- Geotechnical Services
- Transportation Engineering
- PennDOT Highway Occupancy Permitting
- Traffic Signal Permitting
- Traffic Adaptive Signal Permitting
- ADA Pedestrian Design and Improvements

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City of Philadelphia Traffic Signal Timing Initiative

The team of Gilmore & Associates, Inc., McMahon Associates, and KMJ Consulting, Inc., were selected and awarded a one year extension to provide services for the City of Philadelphia's Traffic Signal Retiming Initiative.

Retiming traffic signals is one of the most cost effective methods available to improve traffic flow, mitigate congestion, and reduce fuel emissions. The studies were performed by the team for the purpose of developing comprehensive traffic response operation plans of 22 selected signal corridors including 612 signalized intersections within the City of Philadelphia, leading to improved travel time for motorists.

Project Location:
Philadelphia, PA

Project Cost:
\$600,000

Contact Information:

Mr. Richard Montanez, P.E.
Chief Traffic and Street Lighting
Engineer
Philadelphia Streets
Department
215-686-5537

G&A Contact Information:

Amy B. Kaminski, P.E., PTOE
Transportation Services
Manager
akaminski@gilmore-assoc.com
215-345-4330



Services Provided By Gilmore & Associates, Inc.:

- Traffic Counts
- Field Data Collection
- Timing Analysis
- Before and After Travel Time & Delay Studies
- Revised System Permitting and Work Order Preparation

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ENGINEERING & CONSULTING SERVICES
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TEVA Red Lion Road Signal Design

Project Location:

Philadelphia, PA

Project Cost:

\$1,500,000

Gilmore & Associates, Inc. provided all services necessary for the upgrade of an existing nine (9) signal corridor in conjunction with the construction of a 1.7 million square foot warehousing and distribution center. Services provided included surveying of roadway for signal and ADA curb ramp designs, design of twenty-six (26) ADA complaint curb ramps, traffic signal design for the modernization of eight (8) traffic signals, creation of a traffic signal system plan, design of a fiber optic cable interconnect system for the coordination of all signals along the corridor, and construction administration including coordination of grant applications on behalf of the client.

Contact Information:

Gregory Rogerson, Principal
J.G. Petrucci Co.
171 State Route 173
Suite 201
Asbury, NJ 08802
908-730-6909

G&A Contact Information:

Amy B. Kaminski, P.E., PTOE
Transportation Services
Manager
akaminski@gilmore-assoc.com
215-345-4330



Services Provided By Gilmore & Associates, Inc.:

- Survey
- Traffic Signal Design
- Signal System Interconnect
- ADA Curb Ramp Designs

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ENGINEERING & CONSULTING SERVICES
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Meco Road & Sullivan Trail Traffic Signals

Gilmore & Associates, Inc. (G&A) provided full-service project management to Forks Township for the installation of a 4-way traffic signal and turning lanes in all directions at the Meco Road and Sullivan Trail intersection. G&A brought this project to fruition by using best practices creating a safe environment for motorists and pedestrians. Construction administration including coordination of and communication with government agencies on behalf of the Township led to smooth completion of this project.

Project Location:

Forks Township
Northampton County, PA

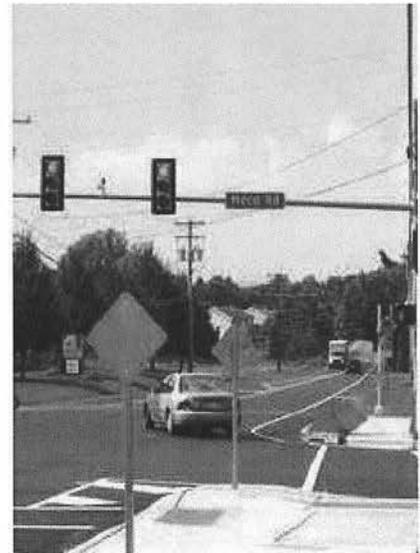


Contact Information:

John V. Cornell
Township Manager
Forks Township
1606 Sullivan Trail
Easton, PA 18040
jcornell@forkstownship.org
610-250-2251

G&A Contact Information:

Scott C. Muller, P.E., P.L.S.
Senior Executive Vice
President
smuller@gilmore-assoc.com
610-366-8064



Services Provided By Gilmore & Associates, Inc.:

- Transportation Engineering
- Construction Observation and Administration
- Surveying
- Government Agency Permitting

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Bakers Centre Transportation Services

Located on the original Tasty Baking Company production and warehouse site, the Bakers Centre commercial development revitalized 30 acres of vacant ground at Fox Street and Roberts Avenue. The project, anchored by Shop-Rite Supermarket, includes over 300,000 square feet of retail and service establishments. Gilmore & Associates, Inc. (G&A) provided transportation services including retiming and improving six traffic signals, design of a new signalized access, roadway widening, and pedestrian improvements.

Project Location:
Philadelphia, PA

Project Cost:
\$12,000,000

G&A also performed surveying, site engineering, stormwater management, and geotechnical engineering services.



Contact Information:
Formerly with Metro
Development
Jack K. Schneider, P.E.
267-642-6770
jack1515@aol.com

G&A Contact Information:
Amy B. Kaminski, P.E., PTOE
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Manager
akaminski@gilmore-assoc.com
215-345-4330

Tom Hanna, P.E., LEED® AP
Vice President - Land Design
thanna@gilmore-assoc.com
215-345-4330



Services Provided By Gilmore & Associates, Inc.:

- Surveying
- Civil/Site Design and Land Development Approval/Project Permitting
- Geotechnical Services
- Transportation

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ENGINEERING & CONSULTING SERVICES
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Project Location:

Bristol Township
Bucks County, PA

Contact Information:

William J. McCauley III
Township Manager
Bristol Township
2501 Bath Road
Bristol, PA 19007
215-785-5884

G&A Contact Information:

Kurt Schroeder, P.E.
Municipal Services and
Business Development
Representative
kschroeder@gilmore-assoc.com
215.369.3955

Andrew T. McAdams, (TCIS-2)
Inspector-In-Charge
amcadams@gilmore-assoc.com
215-345-4330

Bristol Pike Streetscape - Phase I and II

Gilmore & Associates, Inc. has assisted Bristol Township with both phases of the US 13 Redevelopment Project.

The first phase included Construction Observation and Project Management services provided by G&A. This initial phase was made possible through the receipt of \$732,377 in a federally funded TIP project by a Transportation Enhancement (TE) Grant. The project included curb line adjustments, decorative sidewalk, decorative pavers, decorative streetlights, ADA ramps, storm sewer, a traffic calming island, and full mill and overlay between Newportville Road and Walnut Avenue.

G&A recently completed the design for Phase II - Croydon Section, between the Neshaminy Creek and Walnut Avenue. This project was made possible through the receipt of \$1 Million in a federally funded Transportation Alternatives Program (TAP) Grant. Design costs came in under budget which saved the Township funding, and much coordination was necessary with the affected property owners along the length of the project. All reviews and approvals required were completed through PennDOT and DVRPC. The project included new sidewalk, curbing, storm sewer, ADA ramps, pedestrian lighting, and a guiderail between Neshaminy Creek and Walnut Avenue.



Services Provided By Gilmore & Associates, Inc.:

- Construction Observation
- Project Management
- Survey
- Engineering Design
- Bid Package Creation



Project Location:
Philadelphia, PA

Project Cost:
\$419,553

Contact Information:

Darin L. Gatti, P.E.
Chief Engineer
President, Board of Surveyors
City of Philadelphia Streets
Department - Surveys, Design,
& Construction Division
830 Municipal Services Building
1401 John F. Kennedy Blvd.
Philadelphia, PA 19102
215-686-5537

G&A Contact Information:

Shiny M. Mathew, P.E.
Project Manager
smathew@gilmore-assoc.com
215-687-4246

Michael D. Shinton, P.E.
Transportation Engineer
mshinton@gilmore-assoc.com
215-345-4330

Citywide ADA Curb Ramp Construction Project

Gilmore & Associates, Inc., in conjunction with CC Consulting and KMJ, Inc., provided three (3) full time inspectors to the City of Philadelphia in support of their Citywide ADA Curb Ramp Construction Project to provide construction inspection services for over 1,000 curb ramps. Services included construction inspection, compliance verification, and project documentation. Inspectors were required to be familiar with the design and construction regulations for accessible site facilities in accordance with current PennDOT, ADA, ADAAG, and ICC standards, as well as familiar with the City of Philadelphia's current standards of practice and requirements for ADA compliant curb ramp design and construction approval submissions.



Services Provided By Gilmore & Associates, Inc.:

- Construction Inspection
- Compliance Verification
- Project Documentation



Project Location:

Horsham Township
Montgomery County, PA

Contact Information:

William T. Walker
Township Manager
Horsham Township
1025 Horsham Road
Horsham, PA 19044
215-643-3131

G&A Contact Information:

Amy B. Kaminski, P.E., PTOE
Transportation Services
Manager
akaminski@gilmore-assoc.com
215-345-4330

Horsham Township ACT 209

Following the requirements of Impact Fee Law (Act 209 of 1990), Gilmore & Associates, Inc. (G&A) prepared a Land Use Assumptions Report, Roadway Sufficiency Analysis, Capital Improvements Plan, and a draft of the Impact Fee Ordinance. G&A determined projected changes in land use throughout the Township, densities of residential development, intensities of non-residential development, and population growth rates that may affect the level of traffic within the given area(s). G&A also conducted manual traffic counts and automatic traffic recorder counts and determined the preferred level of service within the Township. This information provided the data necessary to determine an Impact Fee for the Township.



Services Provided By Gilmore & Associates, Inc.:

- Manual Turning Movement Counts
- Automatic Traffic Recorder Counts
- Capacity Analysis
- Meeting Coordination
- Impact Fee Ordinance

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Rosedale Avenue Corridor Study

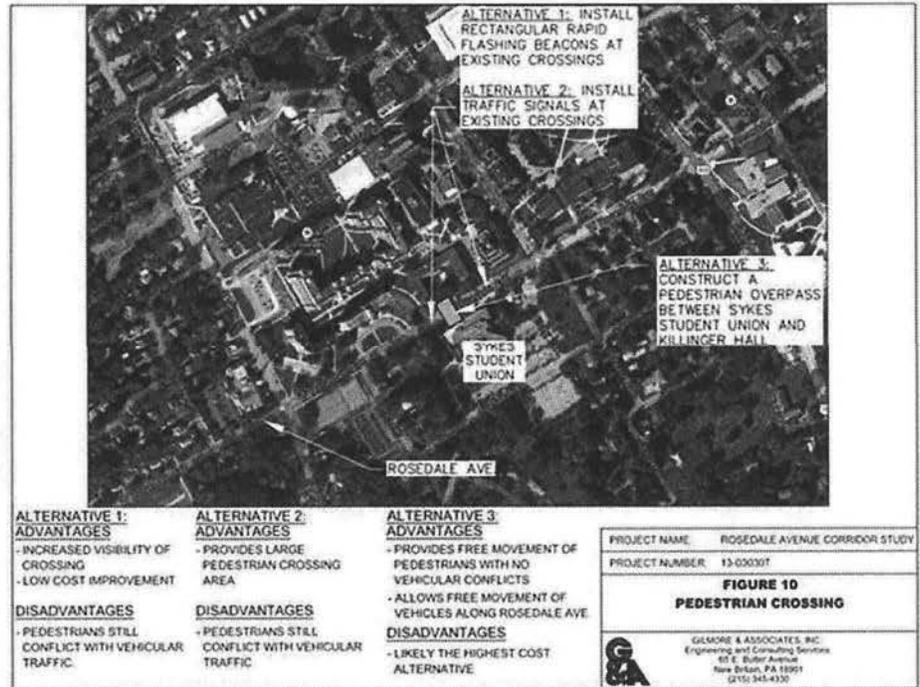
Gilmore & Associates, Inc. prepared various presentation materials and reports to West Goshen Township, the Borough of West Chester, and West Chester University analyzing the Rosedale Avenue Corridor. The study included 14 intersections and extended through 3 municipalities as well as along West Chester University. The multimodal transportation analysis considered intersection improvements (signalized and un-signalized), a campus pedestrian bridge, roadway realignment/extension, and a new connector road to relieve congestion and delays along Rosedale Avenue Corridor. The report included advantages and disadvantages along with the preliminary cost estimates associated with the different alternatives.

Project Location:

Borough of West Chester
Chester County, PA

Project Cost:

\$55,000



Contact Information:

Casey LaLonde
Township Manager
West Goshen Township
1025 Paoli Pike
West Chester, PA 19380
610-696-5266

G&A Contact Information:

Amy B. Kaminski, P.E., PTOE
Transportation Services
Manager
akaminski@gilmore-assoc.com
215-345-4330

Services Provided By Gilmore & Associates, Inc.:

- Transportation Analysis
- Intersection Analysis
- Alternative Roadway Improvement Analysis
- Pedestrian Improvements
- Engineer's Opinion of Probable Cost Estimates



Collegeville Borough Main Street Revitalization Project

Gilmore & Associates, Inc. (G&A) prepared a comprehensive revitalization plan for Main Street in Collegeville Borough, to encourage safe driving speeds, improve street aesthetics, enhance the street environment for pedestrians, minimize conflicts between highway users (pedestrians, bicyclists, motorists), and increase the economic vitality of the community. With the support of local business owners, G&A established an unofficial private/public partnership within the community. The streetscape improvements of the project included installation of grass strips and new curbing to create a buffer between the roadway and the sidewalk; stamped concrete within the crosswalks; a gateway to Collegeville Borough to alert drivers they are entering a business district; street lighting and landscaping to increase pedestrian safety; refugee areas to separate pedestrians from vehicular traffic; and street traffic such as benches, trash receptacles bus shelters, and kiosks. G&A assisted the Borough in applying for funding through the Transportation Enhancement (TE) Program, in which the Borough was awarded \$679,526. The project also received funding through the Hometown Streets Program in the amount of \$522,950. In addition, G&A obtained funding for the Borough through the Department of Conservation and Natural Resources in the amount of \$20,000 for street tree installation and \$112,500 through the Department of Community and Economic Development (DCED) to fund the engineering required to complete the project.

Project Location:

Collegeville Borough
Montgomery County, PA

Project Cost:

\$1,334,976
(Design & Construction)

Contact Information:

Geoffrey D. Thompson
Borough Manager
Collegeville Borough
491 E. Main Street
Collegeville, PA 19426
610-489-9208

G&A Contact Information:

David N. Leh, P.E. Municipal
Services Manager
dleh@gilmore-assoc.com
610-489-4949



Services Provided By Gilmore & Associates, Inc.:

- Grant Funding Application Assistance and Administration
- Surveying and Mapping
- Database and GIS Presentation Documents
- Owner Representation
- Traffic Engineering Consulting
- Civil Engineering Design



New Hope Borough ADA Signalized Intersection Upgrades

Through Delaware River Joint Toll Bridge Commission grant funding, Gilmore & Associates, Inc. provided upgrades to the two signalized intersections in New Hope Borough, Bucks County. Project required coordination with Pennsylvania Department of Transportation for highway occupancy permitting, ADA review, and traffic signal permit plan modifications.

Project Location:

New Hope Borough
Bucks County, PA

Project Cost:

\$500,000

Contact Information:

John Burke
Borough Manager
New Hope Borough
123 New Street
New Hope, PA 18938
215-862-3347

G&A Contact Information:

Amy B. Kaminski, P.E., PTOE
Transportation Services
Manager
akaminski@gilmore-assoc.com
215-345-4330



BEFORE



AFTER

Services Provided By Gilmore & Associates, Inc.:

- Survey
- Traffic Signal Design
- Signal System Interconnect
- ADA Curb Ramp Designs

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ENGINEERING & CONSULTING SERVICES
BUILDING ON A FOUNDATION OF EXCELLENCE



Project Location:

Doylestown Borough
Bucks County, PA

Project Cost:

\$78,500

Contact Information:

John H. Davis
Borough Manager
Doylestown Borough
57 West Court Street
Doylestown, PA 18901
215-345-4140

G&A Contact Information:

Amy B. Kaminski, P.E., PTOE
Transportation Services
Manager
akaminski@gilmore-assoc.com
215-345-4330

Rectangular Rapid Flashing Beacon

This project was initiated by Doylestown Borough as a corridor study along South Main Street and included the potential to install a traffic signal at Main Street and Clemens Road. After the study was presented to Borough Council, the focus was altered to consider a traditional pedestrian flashing warning device; however, through additional information presented to council on the merits of the rectangular rapid flashing beacon (RRFB) over the traditional flashing warning device, the Borough decided to pursue a new pedestrian crossing with the rectangular rapid flashing beacon.

Gilmore & Associates, Inc. provided the corridor study, engineering, PennDOT highway occupancy permitting, and the flashing beacon permitting. The RRFB was a first installation for Bucks County and the design included the use of solar panels to operate the flashing device and involved a pedestrian activated push button on either side of the street without the traditional hard wire installation. Radio frequency was used to activate the signals from either side of the roadway and allowed the construction of the signal without installing conduit in the roadway.



Services Provided By Gilmore & Associates, Inc.:

- Civil Engineering
- Specifications
- PennDOT HOP and Flashing Beacon Permitting
- Construction Management Services



Project Location:

Warminster Township Bucks County, PA

Project Cost:

\$475,000
(Annually)

Contact Information:

Gregg Schuster
Township Manager
Warminster Township
401 Gibson Avenue
Warminster, PA 18974
215-443-5414

G&A Contact Information:

Karen M. MacNair, P.E.
Project Manager
kmacnair@gilmore-assoc.com
215-345-4330

Warminster Township Road Program

Gilmore & Associates, Inc. (G&A) provides planning, curb ramp design, grant assistance, contract administration and management, survey, and construction observation services for Warminster Township's annual Road Program. Curb ramps are designed to comply to the greatest extent feasible with the latest PennDOT and ADA requirements. The scope of construction work consists of roadway milling, asphalt overlay, and curb ramps. Since local, state, and federal funds are used to fund the Road Program, G&A is well versed in providing the required bidding, contract, construction, and tracking documents for multiple funding sources. The Road Program has also involved multiple municipalities which have been managed by G&A in accordance with project specific inter-governmental agreements.



Services Provided By Gilmore & Associates, Inc.:

- Preparation of Project Scope and Specifications
- Survey
- Curb Ramp Design
- Contract Administration and Management
- Funding Coordination/Administration
- Construction Administration

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Bristol Borough Road Program

For this project, representatives of Gilmore & Associates, Inc. planned, designed, procured, and oversaw all roadway reconstruction, resurfacing, and restoration of over 80% of all roadways owned by Bristol Borough. Work was completed under a single construction contract for slightly less than \$2 million. The project was completed from conception to completion within one calendar year.

Project Location:

Bristol Borough
Bucks County, PA

Project Cost:

\$2 Million

Contact Information:

James Dillon, Manager
Bristol Borough
250 Pond Street
Bristol, PA 19007-4937
215-788-3636

G&A Contact Information:

Kurt Schroeder, P.E.
Municipal Services and Business
Development Representative
kschroeder@gilmore-assoc.com
215-369-3955



Services Provided By Gilmore & Associates, Inc.:

- Complete Roadway Inventory of Borough Roads
- Comprehensive Analysis of Roadway Conditions
- Recommendations of Repairs, Cost Projections, Presentations to Borough Council and Borough Residents
- Bid Package & Construction Contract Document Preparation
- Construction Administration
- Construction Observation/Testing
- Liquid Fuels Coordination

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Bristol Township Road Paving Project

Bristol Township's 2012-2016 Road Program consisted of milling, asphalt overlay, road base repair, leveling, line striping, and storm sewer improvements. Road work was performed on 475 roadways equating to 114.49 miles.

Project Location:

Bristol Township
Bucks County, PA

Project Cost:

\$15M

Contact Information:

William J. McCauley III
Township Manager
Bristol Township
2501 Bath Road
Bristol, PA 19007
215-785-0500

G&A Contact Information:

Kurt Schroeder, P.E.
Municipal Services and Business
Development Representative
kschroeder@gilmore-assoc.com
215-369-3955



Services Provided By Gilmore & Associates, Inc.:

- Design
- Construction Administration
- Construction Observation

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SECTION 3 PROFESSIONAL SERVICES STAFF



With Gilmore & Associates, Inc., Radnor Township will receive comprehensive municipal planning and engineering services to complete any project on time and under budget. Our staff understands and successfully balances the technical aspects, regulatory, financial, and public relation issues necessary to the success of complex projects involving interaction with municipal officials and the community at large.

TEAM QUALIFICATIONS

We are pleased to present the following key professional staff members to serve Radnor Township. The individuals listed below are thoroughly familiar with and experienced in serving municipalities like Radnor Township. They are knowledgeable of engineering standards and practices, state laws, and regulations in Pennsylvania and the Pennsylvania Municipalities Planning Code.

Professional Resumes of the listed staff members can be found on the following pages.

- **Amy B. Kaminski, P.E., PTOE** - Principal III - Municipal Contact; Appointed Traffic/Transportation Engineer
- **Damon A. Drummond, P.E., PTOE** - Consulting Professional V - Assistant Traffic/Transportation Engineer
- **Joseph F. Carlin, P.E.** - Principal I - Roadway and Highway Design Engineer: HOP/Roadway design, ADA design, highway engineering duties
- **Kristin M. Norwood, P.E.** - Consulting Professional V - Traffic/Transportation Engineer: Assist on transportation studies and designs, grant submissions
- **Matthew E. Shinton, E.I.T.** - Consulting Professional III - Transportation Designer, Liquid Fuels Coordination, Traffic Signal Design, assist on transportation studies, CAD designer for HOP, roadway design/ADA improvements
- **Leslie A. Salsbury E.I.T.** - Consulting Professional I - Transportation Designer Traffic Signal Design, assist on transportation studies, CAD designer for HOP, roadway design/ADA improvements
- **Susan Lombardi** - Project Assistant



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

Ms. Kaminski has 21 years' experience in various aspects of traffic engineering and transportation planning. She has extensive experience in designing coordinating and modifying traffic signals, multi-intersection traffic systems, adding pedestrian movement, and designing various flashing warning devices, including rectangular rapid flashing beacons. Ms. Kaminski is the Transportation Services Manager overseeing all office and field activities of the Department. She is responsible for the preparation of corridor safety studies, traffic impact studies, and traffic operation studies, highway occupancy permitting plans, land development plans, and construction detour plans. Ms. Kaminski is also experienced in the development and implementation of numerous traffic calming plans and municipal-wide transportation evaluations. She has testified as an expert witness in the field of transportation and has represented both municipal clients and land development clients in this capacity.



Areas of Expertise

Traffic Engineering
Transportation Planning
Traffic Calming Plans
Traffic Signal Design

Education

Bachelor of Science
Civil Engineering
Michigan State University

Registrations/Certification

Professional Engineer - PA, NJ
Professional Traffic
Operations Engineer
National Licensure

Affiliations

Institute of Transportation
Engineers (ITE)

Mid-Atlantic Institute of
Transportation Engineers
(MASITE) - Technical
Committee

Women in Transportation
Services (WTS) - Active in
International and
Philadelphia Chapters

Intelligent Transportation
Society of Pennsylvania
(ITS PA)

Contact Information

akaminski@gilmore-assoc.com
215-345-4330

gilmore-assoc.com

Select Project Experience

Traffic Engineering Services - Richland, Newtown, Lower Makefield, Warminster, Radnor, New Britain, Horsham, East Bradford, Douglass, Middle Smithfield, West Goshen and Upper Hanover Townships and Doylestown, New Hope, Tullytown, Hanover Township, Bristol, Hatboro, Media, Pottstown, Schwenksville, Trappe, and West Chester Boroughs

Ms. Kaminski serves in the capacity as the Municipal Traffic Engineer for the townships and boroughs listed above. Responsibilities include oversight and review of developers' plans within the municipality with respect to the design of roadway systems and impact of traffic upon municipal infrastructure. Her duties include representation of the municipality at supervisor/council meetings, planning commission meetings and interaction with PennDOT on all Transportation related issues within the municipality. Additional duties include transportation and traffic engineering for various projects including traffic signals; timings, upgrades, and system timing plans; traffic calming, roadway design, ADA improvements, traffic studies including speed and crash analysis for roadway segments and intersection and traffic control analysis; and updating ACT 209 studies for various municipalities.

Land Development Transportation Engineer

Ms. Kaminski coordinates with the developer, municipality, and Pennsylvania Department of Transportation on land development projects. She prepares Transportation/Traffic Impact Analysis/Study, as well as, prepares and coordinates on Highway Occupancy Permitting application process for development on state-owned highways. Ms. Kaminski also designs and coordinates traffic signal permitting with both PennDOT and the City of Philadelphia for various projects.

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

City of Philadelphia Signal Timing Initiative, Open Ended Contract - City of Philadelphia, Philadelphia County, PA

Ms. Kaminski was responsible for the revised timing of various coordinated corridor signalized intersections as part of the City of Philadelphia Signal Timing Initiative Open Ended Contract. Details include the use of Bluetooth technology to obtain corridor travel time runs, obtaining manual turning movement counts, performing before and after time studies to quantify corridor timing improvements.

Areas of Expertise

Traffic Engineering
Transportation Planning
Traffic Calming Plans
Traffic Signal Design

Education

Bachelor of Science
Civil Engineering
Michigan State University

Registrations/Certification

Professional Engineer - PA, NJ
Professional Traffic
Operations Engineer
National Licensure

Affiliations

Institute of Transportation
Engineers (ITE)

Mid-Atlantic Institute of
Transportation Engineers
(MASITE) - Technical
Committee

Women in Transportation
Services (WTS) - Active in
International and
Philadelphia Chapters

Intelligent Transportation
Society of Pennsylvania
(ITS PA)

Contact Information

akaminski@gilmore-assoc.com
215-345-4330

Traffic Calming Projects: Richland, New Britain and Warminster Township, Bucks County, PA; and Doylestown Borough, Bucks County, PA; Central Bucks East High School, Holicong Road Traffic Calming, Buckingham Township, Bucks County, PA; and Radnor Township, Delaware County, PA

Ms. Kaminski is responsible for traffic analysis (speed, crash records, and existing field conditions), design and construction of site specific traffic calming elements including chicanes, pedestrian/speed tables, split island/median treatments, roundabouts, access control, gateway treatments, speed cushions, speed humps, rumble strips and other surface treatments, lane narrowing/bicycle lanes for various private and municipal clients.

****Various Traffic Signal System Plans (Development and Maintenance)**

Ms. Kaminski is responsible for the design of signalized intersections as part of the S.R. 1058 Hatfield Connector Project; Development of the S.R. 611 Easton Road Corridor, Quakertown Closed Loop System and Phoenixville S.R. 23 Closed Loop System and maintenance of Warminster Township's three Closed Loop Systems (York Road/S.R. 263, Street Road/S.R. 132 and County Line Road/S.R. 2038).

Traffic Adaptive System: Warrington Township, PA

Ms. Kaminski prepared permit plans, system plans, and construction plans for implementation of a Traffic Adaptive System plan on Easton Road (S.R. 611) in Warrington Township, Bucks County from County Line Road (S.R. 2038) to Bristol Road (S.R. 2025).

Expert Witness

Ms. Kaminski has been an expert witness for various municipal clients in capacity of appointed Transportation Engineer (Conditional and Zoning Hearings) along with private developers including conditional use hearing for Central Bucks School District - Cayuga School Bus Yard in New Britain Borough, Bucks County, PA and Penguin Hearing in East Caln Township, Chester County, PA and private testimony/consulting for Narberth Borough, Montgomery County.

** Denotes projects completed with previous employer(s)

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Damon A. Drummond, P.E., PTOE
Senior Transportation Engineer



Areas of Expertise

Traffic Engineering
Highway Engineering
Transportation Planning
Right-of-Way Plans

Education

Bachelor of Science
Civil Engineering
University of Delaware

Registrations/Certification

Professional Engineer - PA
Professional Traffic Operation
Engineer

Affiliations

Institution of Transportation
Engineers
Mid-Atlantic Institute of
Transportation Engineers
(MASITE) - Active Chapter
Member
The Partnership of
Transportation Management
Association of Montgomery
County

Contact Information

ddrummond@gilmore-assoc.com
215-345-4330

gilmore-assoc.com

Mr. Drummond has 16 years' experience in various traffic engineering, highway engineering, and transportation planning projects for state, municipal, and private clients in Pennsylvania, New Jersey, Maryland, and New York. He has prepared a variety of plans for highway related projects including roadway plans, traffic control plans, signage and pavement marking plans, and right-of-way plans. Mr. Drummond has conducted traffic engineering projects such as traffic impact studies, intersection designs, highway occupancy plan sets, traffic signal designs, and traffic signal system plans for permitting by the Pennsylvania Department of Transportation.

Throughout his career, he has served several municipalities in Pennsylvania by preparing reviews for various transportation projects such as traffic impact studies, traffic signal plans, and land development plans. He has been recognized as an expert witness and provided testimony in front of various hearing boards.

Select Project Experience

Rosedale Corridor Study - West Goshen Township, Borough of West Chester, and East Bradford, Chester County, PA

Mr. Drummond prepared various presentation materials and reports for West Goshen Township, the Borough of Chester, and West Chester University analyzing the Rosedale Avenue Corridor. The study included 14 intersections and extended through 3 municipalities as well as thru West Chester University. The multimodal transportation analysis considered intersection improvements (signalized and un-signalized), a campus pedestrian bridge, roadway realignment/extension, and a new connector road to relieve congestion and delays along Rosedale Avenue Corridor. The report included advantages and disadvantages along with the preliminary cost estimates associated with the different alternatives.

Main Street and Perkiomen Avenue, Schwenksville Borough, Montgomery County, PA

Located along Route 29, the project included modifications to the horizontal geometry to provide safer on-street parking alternatives in Schwenksville, PA, from Perkiomen Avenue to Route 73. Mr. Drummond was responsible for assisting with the pavement and signage design along with modifications to the traffic signals.

****SR 0737 01B - Greenwich Township, Berks County, PA**

This project consisted of Design/Build of a full structure replacement of a single-span reinforced concrete T-beam superstructure on reinforced concrete cantilever abutments, and other miscellaneous construction. Mr. Drummond was responsible for preparing conceptual right-of-way, Signing and Pavement Marking, and Traffic Control Plans for a Design/Build project. He was also responsible for providing reviews of the final design plans on behalf of PennDOT District 5-0.

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Damon A. Drummond, P.E., PTOE
Senior Transportation Engineer

Areas of Expertise

Traffic Engineering
Highway Engineering
Transportation Planning
Right-of-Way Plans

Education

Bachelor of Science
Civil Engineering
University of Delaware

Registrations/Certification

Professional Engineer - PA
Professional Traffic Operation
Engineer

Affiliations

Institution of Transportation
Engineers

Mid-Atlantic Institute of
Transportation Engineers
(MASITE) - Active Chapter
Member

The Partnership of
Transportation Management
Association of Montgomery
County

Contact Information

ddrummond@gilmore-assoc.com
215-345-4330

gilmore-assoc.com

****Interstate 78, Section 12M - Greenwich Township, Lehigh County, PA**

This project was located along I-78 from the Lehigh County line to Maiden Creek Bridge for approximately 8 miles in Greenwich Township, PA. The project consisted of the reconstruction/rehabilitation of I-78, bridge replacement including 16 structures and 3 overpass structures, installation of truck climbing lanes and reconfiguration of the SR 737 interchange. Mr. Drummond was responsible for preparing engineering documents including Truck Climbing Lane Analysis, Safety Review, and preparing preliminary plans for Roadway Construction, right-of-way, Signing and Pavement Marking, and Traffic Control Plans.

****SR 0033 Section 006 - Wind Gap Borough & Plainfield Township, Northampton County, PA**

This Design/ Build project consisted of the rehabilitation of the SR 0033 / SR 0512 interchange (all ramps). SR 0033 was milled and overlaid and the median area was paved and median barrier installed. One permanent traffic signal was installed on SR 0512 at SR 1001/Ramps G and H and a fiber-optic interconnect was installed along SR 0512. Mr. Drummond was responsible for preparing the Pedestrian Study, Traffic Management Plan and Incident Management plans reports. In addition, he was also responsible for preparing the Roadway Construction plans, right-of-way plans, Signing and Pavement Marking plans, Traffic Signal Plans and Traffic Signal Interconnect Plan.

****SR 0307 Sections 770 & 771 - Tunkhannock Township, Wyoming County, PA**

This project consisted of the replacement of two existing one-span bridges. Other roadway approach work included installation of guiderail, full depth bituminous pavement, excavation, drainage, temporary concrete barrier, landscaping, erosion & sediment control measures, temporary traffic control, temporary traffic signals, pavement markings and signing, bridge removal, temporary excavation & support, sanitary sewer relocation and other miscellaneous construction all contained within an overall project length of 0.227 mile (1200 linear feet). Mr. Drummond was responsible for preparing final plans of roadway construction, right-of-way, Signing and Pavement Marking, and Traffic Control. The traffic control included temporary traffic signals for two-way alternating operation along one travel lane.

* Denotes projects completed with previous employer(s)

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Joseph F. Carlin, P.E.
Senior Transportation Engineer

Mr. Carlin has 18 years' experience primarily concentrating on roadway design. He has experience with PennDOT preliminary and final design packages, highway occupancy permit plans, Pennsylvania Turnpike Commission preliminary and final design packages, maintenance and protection of traffic plans, traffic signal plans, roadway drainage, geometric design, preparation of bid packages, and roundabout design. Additionally, he has performed traffic counts, sight distance inspections, construction inspection, speed studies, and feasibility studies. Mr. Carlin is proficient with Autodesk Land Desktop, Civil 3D, MicroStation, InRoads, and Hydraflow Storm Sewer.



Areas of Expertise

Roadway Design
Permitting
Right-of-Way
Drainage Design

Education

Bachelor of Science
Civil Engineering
Drexel University

Registrations/Certification

Professional Engineer - PA, DE

Affiliations

Member, American Society of
Civil Engineers

Contact Information

jcarlin@gilmore-assoc.com
215-345-4330

Select Project Experience

Main Street Parking Revisions - Schwenksville, Montgomery County, PA

Mr. Carlin was responsible for the horizontal and vertical geometry for the widening of SR29 in order to provide safer on street parking alternatives in Schwenksville, PA from Perkiomen Avenue to SR73. This project was designed through the Highway Occupancy Permit Process. Mr. Carlin was further responsible for the geometric design grading and drainage calculations, as well as the signing and striping of SR29.

Bridges #69 and #259 Rehabilitation - Norristown, Montgomery County, PA

Mr. Carlin provided design services for the approach guiderail, signing, and traffic control during construction for the rehabilitation of Montgomery County Bridges #69 and #259.

Concept Plan 398 N. Lewis Road - Limerick Township, Montgomery County, PA

Mr. Carlin provided roadway design and Highway Occupancy Permit work for this land development project. He was responsible for the design and grading of the access drive, minor roadway widening, signing, striping, grading and drainage, as well as the design of sidewalk and ADA accessible ramps.

Germantown Avenue Streetscape, Department of Streets - Philadelphia, PA

The Germantown Avenue Streetscape Project was part of the ReStore Philadelphia Corridors Program, along Germantown Avenue from West Cumberland Street to West Cambria Street. Mr. Carlin was responsible for the design of improvements, including the replacement of existing curb and sidewalk, modification of the pedestrian walkway to meet ADA requirements, addition of ADA curb ramps, accommodation of transit facilities, and the introduction of streetscape elements such as planters, lighting, bicycle racks, and "Big Belly" trash receptacles.

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Joseph F. Carlin, P.E.

Senior Transportation Engineer

Areas of Expertise

Roadway Design

Permitting

Right-of-Way

Drainage Design

Education

Bachelor of Science

Civil Engineering

Drexel University

Registrations/Certification

Professional Engineer - PA, DE

Affiliations

Member, American Society of
Civil Engineers

Contact Information

jcarlin@gilmore-assoc.com

215-345-4330

****Pennsylvania Turnpike, Eastern Widening Section E - Bristol, PA**

Mr. Carlin was responsible for taking the design aspects of the project from Preliminary to Final Design and also had a role in the preparation of the PS&E package. This work included accommodating major changes to the scope due to changes in the phasing of the overall design. This work also included the creation of Right-of-Way plans, the preliminary phasing of the interchange construction including coordination of the removal of the existing PTC tolls and the installation of the new DRPA tolls in a manner which would allow for continuous toll collection. Mr. Carlin was further responsible for the preliminary design of improvements on Bristol Pike in order to remove the existing turnpike ramp overpass and replace with an at grade intersection. This project involved extensive coordination with sub-consultants and team members including the coordination of the roadway approach, parapet protection, and construction phasing with multiple interstate structures.

****PennDOT Highway Occupancy Permit Reviews - District 6-0**

Mr. Carlin performed reviews of Highway Occupancy Permit Applications submitted to PennDOT District 6-0. Plans and checked reports for accuracy as well as to ensure compliance with acceptable design standards.

**** Station Road and Old Bethlehem Pike Roundabout Improvements, Quakertown, PA**

Mr. Carlin was responsible for the design and construction management of geometric, pavement marking and signing changes to an existing roundabout. This work included modifications to the approach and radial geometry, channelizing islands, edge treatments, pavement markings, and advance signing to an existing roundabout that was experiencing a significant amount of minor accidents as well as vehicles striking features adjacent to the roadway.

****Interstate 95, ITB**

Mr. Carlin was responsible for the maintenance and protection of traffic and utility coordination for the installation of variable message signs, closed circuit televisions, and EZ-Pass card readers for approximately 20 miles of I-95 and the Vine Street Expressway.

****League Island Boulevard Improvements - Philadelphia, PA**

Mr. Carlin was responsible for the design of improvements to League Island Boulevard between South Broad Street and South 11th Street. Improvements under this project included re-grading of the roadway, median alterations, new curb and sidewalk, ADA accessible curb ramps, traffic calming measures, relocation of the vehicular gate and guardhouse, and vehicular access to new construction in this corridor.

**Denotes projects completed with previous employer(s)

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Kristin M. Norwood, P.E.
Senior Transportation Engineer

Ms. Norwood has 22 years' experience in various aspects of traffic engineering and transportation planning. She prepares traffic impact studies, and provides signal design and roadway/access design. Ms. Norwood is responsible for the review of roadway plans, traffic signal permit plans, land development plans, construction detour plans, and work zone and traffic control plans. She also has experience in traffic calming projects.



Areas of Expertise

Signal Design/Roadway
Access Design

Traffic Signal Permit Plans

Work Zone/Traffic Control
Plans

Traffic Impact Studies

Education

Master of Science
Civil Engineering
Villanova University

Bachelor of Science
Civil Engineering
Villanova University

Registrations/Certification

Professional Engineer - PA,
MD

Affiliations

Pennsylvania Society of
Professional Engineers, Past
President (Valley Forge
Chapter)

Institute of Transportation
Engineers, Mid-Atlantic
Section

Contact Information

knorwood@gilmore-assoc.com
610-489-4949

Select Project Experience

**Comprehensive Cross Keys Transportation Evaluation - Doylestown Borough,
Plumstead, Buckingham and Doylestown Townships, Bucks County, PA**

Ms. Norwood conducted a comprehensive transportation evaluation of several intersections along two corridors within the "Cross Keys" area that encompasses part of Doylestown Borough, Doylestown Township, Buckingham Township, and Plumstead Township. The County of Bucks requested an analysis of congested intersections along Swamp Road (S.R. 313) and North Easton Road/North Main Street (S.R. 1001) and identification of improvements to alleviate the congestion along the corridors. Her responsibilities included a safety analysis, level of service analysis, pedestrian/bicycle facility inventory, and recommendations for potential improvements. The study also included an analysis of a potential connector road from North Easton Road to Old Easton Road to divert some of the traffic away from congestion on Swamp Road.

**Valley Gate/Penrose Tract Traffic Impact Study - Warrington Township,
Bucks County, PA**

Ms. Norwood prepared a traffic impact study and due diligence report for this commercial development. Her responsibilities included trip generation and distribution analysis, level of service analysis, safety analysis, and determination of mitigation measures for impacted roadways surrounding the site. Ms. Norwood also assisted in preparing Highway Occupancy Permit plans. Her duties included plan preparation oversight, electronic submission of the permit documents, and coordination meetings with PennDOT, the client, and Township representatives. Additionally, Ms. Norwood prepared an Alternative Transportation Plan (ATP) report that was necessary due to several of the improvements being identified as infeasible to construct. A traffic adaptive system was implemented along the S.R. 0611 corridor, based on Ms. Norwood's ATP plan.

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Kristin M. Norwood, P.E.
Senior Transportation Engineer

Areas of Expertise

Signal Design/Roadway
Access Design

Traffic Signal Permit Plans

Work Zone/Traffic Control
Plans

Traffic Impact Studies

Education

Master of Science
Civil Engineering
Villanova University

Bachelor of Science
Civil Engineering
Villanova University

Registrations/Certification

Professional Engineer - PA,
MD

Affiliations

Pennsylvania Society of
Professional Engineers, Past
President (Valley Forge
Chapter)

Institute of Transportation
Engineers, Mid-Atlantic
Section

Contact Information

knorwood@gilmore-assoc.com
610-489-4949

gilmore-assoc.com

St. Mary Medical Center - Middletown Township, Bucks County, PA

Ms. Norwood prepared a traffic impact study for the expansion of a medical center. Her responsibilities included assessing the feasibility of traffic calming design aspects, such as a potential on-site roundabout. Once the traffic impacts were identified, Ms. Norwood prepared plans to apply for a highway occupancy permit to construct the site driveway and off-site improvements. Her responsibilities included plan preparation oversight, electronic submission of the permit documents, and coordination with PennDOT, the client, and Township representatives. Ms. Norwood also assisted with community outreach to acquire resident feedback on the design.

Tawanka Elementary Traffic Impact Assessment - Lower Southampton Township, Bucks County, PA

Ms. Norwood prepared a traffic study for a proposed redevelopment of an existing school site to accommodate additional students due to the merger of several elementary schools within the Neshaminy School District. Preparation of the study included trip generation/distribution, a level of service analysis and recommendations for roadway improvements associated with the redevelopment. Her duties included report preparation as well as attendance at coordination meetings with the client and Township representatives.

Rosedale Avenue Corridor Study - Borough of West Chester, Chester County, PA

Ms. Norwood prepared a feasibility study for traffic and pedestrian improvements along Rosedale Avenue near the West Chester University campus. Her responsibilities included performing a level of service analysis, a pedestrian analysis, and providing recommendations for potential safety improvements along the corridor.

Grant Application Services - Various Municipalities, PA

Ms. Norwood has prepared successful grant applications for municipalities to obtain transportation improvement funding from various sources, including PennDOT's Green Light-Go Program and Automated Red Light Enforcement (ARLE) and DCED and PennDOT Multimodal Transportation Fund (MTF) Grant Programs. The preparation of the grant applications included an online application process, coordination with PennDOT and municipal representatives, and preparation of cost estimates for the work to be included in each grant.

Traffic Calming Experience

Ms. Norwood has been responsible for reviewing site-specific traffic calming elements including chicanes, pedestrian and speed tables, split island and median treatments, roundabouts, access control, gateway treatments, speed cushions, speed humps, rumble strips and other surface treatments, along with lane narrowing and bicycle lanes.

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Matthew E. Shinton, E.I.T.
Transportation Technician

Mr. Shinton has 5 years' experience in various traffic, transportation, and land development projects, such as the design of public and private projects relating to roadway improvements, traffic impact studies, traffic signal design and modification, ADA compliant curb ramp design and review of private projects on behalf of municipal clients. His responsibilities include development of highway occupancy permits and preparation of bid packages. Mr. Shinton is well versed in traffic and roadway design topics including transportation planning and design, Synchro analysis, roadway geometry, and traffic signal design and modifications.



Areas of Expertise

Roadway Improvements

Traffic Signal Design

ADA Compliance

Pedestrian Facility Design

Contract Administration

Education

Bachelor of Science

Civil Engineering

Drexel University

Registrations/Certification

Engineer-In-Training - PA

Affiliations

American Society of Highway
Engineers (ASHE)

Mid-Atlantic Institute of
Transportation Engineers
(MASITE) - Active Chapter
Member

Contact Information

meshinton@gilmore-assoc.com

215-345-4330

gilmore-assoc.com

GILMORE & ASSOCIATES, INC.
ENGINEERING & CONSULTING SERVICES
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Matthew E. Shinton, E.I.T.
Transportation Technician

Witmer Road Pedestrian Crossing - Horsham Township, Montgomery County, PA

Mr. Shinton assisted in coordination with PennDOT for approval of a Rectangular Rapid Flashing Beacon for a multi-use trail crossing. Mr. Shinton also prepared bid documents, assisted with bid administration as well as construction administration including but not limited to pre-construction meetings, signal inspections, contractor submittal review, and coordination between the contractor, PennDOT, and the client.

**** PennDOT District 6-0 projects - City of Philadelphia, PA**

Mr. Shinton assisted in the design and approval of over 1,000 ADA curb ramps as part of Philadelphia Water Department Surface Treatment (ST) projects, City of Philadelphia Surface Treatment project, PennDOT Resurfacing, Restoration and Rehabilitation (3R) projects with PennDOT District 6-0.

**** CH1 Chestnut Street Bridge Replacement Traffic Management - Philadelphia, PA**

Mr. Shinton assisted with the development of the Traffic Management Plan and Maintenance and Protection of Traffic for the reconstruction of the Chestnut Street Bridge over the Schuylkill River in the City of Philadelphia. Mr. Shinton's responsibilities included the development of detour plans, analysis of future traffic conditions through the use of Synchro analysis, coordination with PennDOT and the City of Philadelphia and development of Maintenance and Protection of Traffic plans.

**** Bustleton Avenue North Traffic Signal Upgrades - Philadelphia, PA**

Mr. Shinton assisted with the design of 25 intersections along the Bustleton Avenue corridor in the City of Philadelphia as part of a Transportation Investment Generating Economic Recovery (TIGER) project. The TIGER project included geometry modifications to three intersections, approach widening at one intersection and the modernization of all intersections with fiber optic interconnection throughout the corridor. Mr. Shinton's responsibilities included the development of signal construction plans, roadway plans and signal system plans for major engineering submissions as well as field data collection.

**Denotes projects completed with previous employer(s)

Areas of Expertise

Roadway Improvements

Traffic Signal Design

ADA Compliance

Pedestrian Facility Design

Contract Administration

Education

Bachelor of Science

Civil Engineering

Drexel University

Registrations/Certification

Engineer-In-Training - PA

Affiliations

American Society of Highway Engineers (ASHE)

Mid-Atlantic Institute of Transportation Engineers (MASITE) - Active Chapter Member

Contact Information

meshinton@gilmore-assoc.com

215-345-4330

gilmore-assoc.com

GILMORE & ASSOCIATES, INC.
ENGINEERING & CONSULTING SERVICES
BUILDING ON A FOUNDATION OF EXCELLENCE



Leslie A. Salsbury, E.I.T.
Transportation Technician

Ms. Salsbury's experience in traffic and transportation projects include transportation impact studies, transportation review of land development projects for municipal clients, preparation of detour plans, and traffic signal design. Ms. Salsbury also has experience overseeing special structural inspections as well as drafting construction and reinforcement drawings.



Areas of Expertise

Transportation Impact Studies

Transportation Review of
Land Development Projects

Detour Plans and Traffic Signal
Design

Education

Bachelor of Science
Civil Engineering
The College of New Jersey

Registrations/Certification

Engineer-in-Training

Contact Information

lsalsbury@gilmore-assoc.com
215-345-4330

Select Project Experience

Municipal Traffic Engineering Services - Radnor, Richland, and Warminster Townships, PA

Ms. Salsbury assists with traffic engineering services to various Townships and Boroughs through G&A's appointment as Municipal Engineer or Municipal Traffic Engineer. Ms. Salsbury provides review services for land development submissions and municipal funded transportation improvements.

Cross Keys Transportation Evaluation - Doylestown Borough, Doylestown Township, Buckingham Township, and Plumstead Township, Bucks County, PA

The County of Bucks requested an analysis of several intersections along two corridors within the "Cross Keys" area that encompasses four municipalities. The study area included industrial, retail, office, and commercial uses located adjacent to several major collector roadways. The County requested an analysis to include the identification of improvements to alleviate the congestion within the corridor including roadway improvements, signal retiming, signal coordination, and a possible new connector road. Ms. Salsbury assisted on the transportation impact study which included manipulating the Synchro data into level of service and peak hour traffic volume graphics for the report, as well as preparing collision diagrams for all of the studied intersections.

Dietz Tract Re-Zoning Analysis - Richland Township, Bucks County, PA

This analysis included 8 intersections in the Richland Marketplace vicinity located near the congested West End Boulevard/Route 309 Corridor and West Pumping Station Road. The applicant proposed a 297 unit residential development and a study was performed to determine the impact rezoning would have on the roadway network. Ms. Salsbury assisted on various aspects of the transportation impact study including trip generation, distribution, trip assignment, and capacity analysis. In addition, Ms. Salsbury assisted in preparing the report summary of findings for consideration by the Board of Supervisors.

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Leslie A. Salsbury, E.I.T.
Transportation Technician

**Easton Road (SR 0611) Traffic Adaptive System - Warrington Township,
Bucks County, PA**

A private developer's offsite improvements included the installation of a 16 intersections Traffic Adaptive System and signalized intersection improvements to relieve congestion and delays along the Easton Road Corridor. Ms. Salsbury assisted in the traffic signal inspections and prepared as-built plans.

Areas of Expertise

Transportation Impact Studies

Transportation Review of
Land Development Projects

Detour Plans and Traffic Signal
Design

Education

Bachelor of Science
Civil Engineering
The College of New Jersey

Registrations/Certification

Engineer-in-Training

Contact Information

lsalsbury@gilmore-assoc.com
215-345-4330

Pottstown Safe Routes to School - Pottstown Borough, Montgomery County, PA

The scope of this project included improving pedestrian safety by enhancing pedestrian access and visibility along pedestrian routes to/from Rupert Elementary School, Lincoln Elementary School, and Franklin Elementary School. The main focus was to improve roadway conditions within the vicinity of the schools on routes primarily utilized by students walking to and from school. Ms. Salsbury was responsible for selecting replaced signage including enhanced retro-reflective signage for increased visibility and to meet MUTCD requirements. The project also included modifications to existing pavement markings, including stop bars, and crosswalks.

**N. Reading Avenue & Montgomery Avenue Intersection Improvements
Colebrookdale Township, Berks County, PA**

In association with the Boyertown High School Expansion, Colebrookdale Township requested improvements at a nearby intersection consisting of two state routes. Ms. Salsbury assisted on the concept plans for two solutions (a roundabout and a traffic signal). Once the signal concept was chosen, Ms. Salsbury worked on the Traffic Signal Design Report, Traffic Signal Plans, and Highway Occupancy Permit Plans.

****South Jersey Building Footprint Database, NJDEP Department of Dam Safety &
Flood Control - Trenton, NJ**

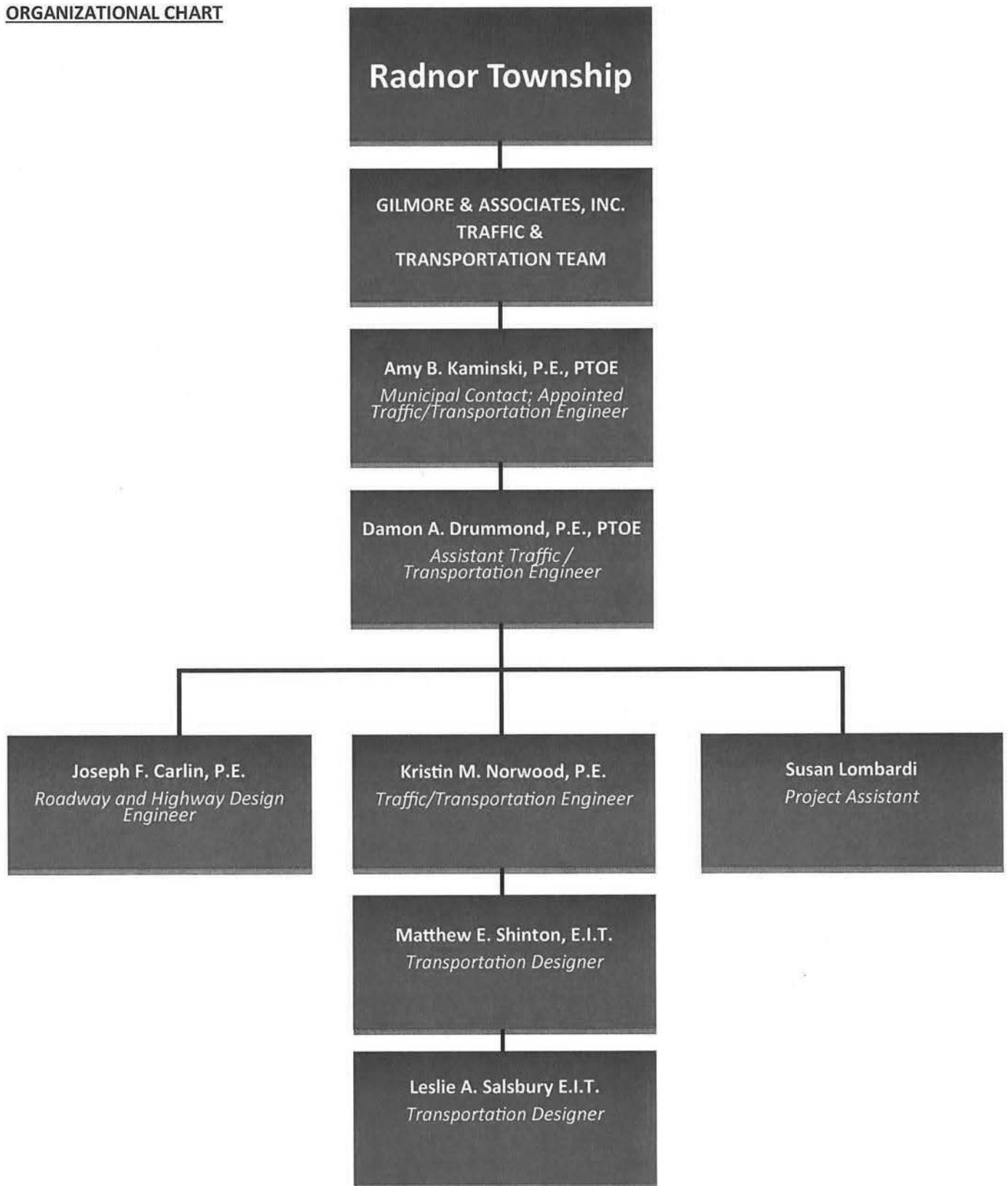
Ms. Salsbury was involved in the post Hurricane Sandy floodplain analysis in southern New Jersey. The scope of work included creating building footprints for Cape May, Cumberland, Atlantic, and Ocean Counties. Ms. Salsbury's responsibilities included data collection and existing and proposed floodplain modeling within GIS.

**Denotes projects completed with previous employer(s)

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ORGANIZATIONAL CHART



Professional Traffic & Transportation Engineering Services
Radnor Township, Delaware County, PA

SECTION 4 CLIENT REFERENCES

As a regional consulting firm, we are the perfect size firm to respond quickly to each assigned tasks. Our comprehensive approach to project management builds on decades of experience to meet the vision and goals of the clients we serve. The very fundamentals of project management include communication, responsiveness, and attention to detail and these are strengths our firm has that sets us apart from competitors.

Below are just a few of our clients, that you may call upon to attest our services:

John H. Davis, *Doylestown Borough Manager* - 215.345.4140 jdavis@doylestownborough.net

Paul Stepanoff, *Richland Township Manager* - 215.536.4066 paul@richlandtownship.org

Mandie Cantlin, *East Bradford Township* - 610.436.5108 mcantlin@eastbradford.org

Eileen Bradley, *New Britain Township Manager* - 215.822.1391 eb Bradley@newbritaintownship.org

James Dillon, *Bristol Borough Manager* - 215.788.3828 jdillon@bristolboro.com

Michael A. Leonard, *Royersford Borough Manager* - 610.948.3737 mleonard@royersfordborough.org

SECTION 5 CURRENT WORKLOAD

Gilmore & Associates, Inc. is subcontracting for survey services to the lead firm Campbell Thomas & Company for the Radnor Trail Extension project in Radnor Township. Services include a boundary & topographic survey for the Radnor Trail Extension of approximately 13.3 acres along the existing PennDOT right of way between Radnor Chester Road and the Blue Route (S.R. 476). Prior to entering into a contract with Campbell Thomas & Company, G&A staff verified with Radnor Township staff the work was not considered a conflict of interest. No additional contracts are outstanding in Radnor Township.

SECTION 6 PROFESSIONAL FEE SCHEDULE

2017 & 2018 PROFESSIONAL SERVICES FEE SCHEDULE RADNOR TOWNSHIP, DELAWARE COUNTY, PA

TITLE	RATE
*Principal III	\$ 155.00
Principal II	\$ 145.00
Principal I	\$ 140.00
Consulting Professional V	\$ 135.00
Consulting Professional IV	\$ 130.00
Consulting Professional III	\$ 125.00
Consulting Professional II	\$ 120.00
Consulting Professional I	\$ 115.00
Design Technician V	\$ 110.00
Design Technician IV	\$ 100.00
Design Technician III	\$ 95.00
Design Technician II	\$ 90.00
Design Technician I	\$ 85.00
Construction Representative III	\$ 105.00
Construction Representative II	\$ 95.00
Construction Representative I	\$ 85.00
+Surveying Crew	\$ 145.00
Project Assistant	\$ 80.00

Principals – Include executives, department managers, and may include project managers.

Consulting Professionals – Include project managers, geologists, environmental engineers, landscape architects, land surveyors, water resources engineers, civil engineers, sewage enforcement officers, etc.

Design Technicians – Include CADD/GIS persons, analysis, designers & other technical support staff for Consulting Professionals.

Listed Rates – All Rates listed above are hourly rates based upon straight time for a 40-hour, 5-day week and are charged on actual time expended. When requested/required to provide professional services in excess of 40 hours during the normal work week, non-exempt staff shall be charged 1.5 times the standard rate for those hours worked in excess of the normal 40 hours. Construction Representative Services requested on weekends shall be charged at the same overtime rate with a minimum of 4 hours charged.

Client Invoicing – Gilmore & Associates, Inc. invoices on a monthly basis and payment for services rendered are due within 30 days.

Proprietary Information – This Professional Services Fee Schedule is proprietary information issued by Gilmore & Associates, Inc. for review only by the recipient of this document. The information contained herein shall not be shared, reviewed or discussed with others than those receiving this original document.

Special Consulting Services - Rates vary by type of service and level of experience. Rate Schedules will be provided upon request.

***Designates G&A Municipal Traffic & Transportation Engineer Representative**

+Surveying Crew – 8 Hour Daily Rate \$1,160.00

Professional Traffic & Transportation Engineering Services
Radnor Township, Delaware County, PA

2017 MISCELLANEOUS EQUIPMENT CHARGES

Auto/Truck Mileage – Chargeable to Client	\$0.62/per mile
Lodging/Meals	At Cost
Copies – Black & White	
8.5 x 11	\$0.10
8.5 x 14	\$0.15
11 x 17	\$0.20
(2-sided would be doubled)	
Copies – Color	
8.5 x 11	\$0.75
8.5 x 14	\$1.00
11x17	\$1.25
Color Laser Printer Copies:	
Plain 8.5 x 11	\$0.75
Bond 8.5 x 11	\$1.00
Plain 8.5 x 14	\$0.85
Bond 8.5 x 14	\$1.10
Plain 11 x 17	\$1.10
Bond 11 x 17	\$1.25
(2-sided would be doubled)	
Digital Camera	\$10.00/Day
Camcorder:	\$25.00/Day
Projector:	\$25.00/Dau
Prints from KIP Plotter:	\$0.30/ square foot
Outside Printing/Reproduction:	Cost x 2
Scanner:	1 to 25 = \$5.00/scan 25 & over = \$3.00/scan
CD's:	\$5.75/CD
Other Miscellaneous: Materials/Supplies/Testing/Subcontractors	Cost + 20%
Lo-Tack Foam board (Cost Varies by Size):	Cost + 15%
24X36	
30X42	
36X48	
<u>Rental Equipment:</u>	
Generator	\$50.00/Day
Brunton Compass	\$10.00/Day
PID	\$25.00/Day
Depth-to-Water Meter	\$10.00/Day

2017 MISCELLANEOUS EQUIPMENT CHARGES

Rental Equipment (Cont'd):

Ph Meter	\$10.00/Day
Clean Water Sub. Pump	\$100.00/Day
Impacted Water Sub. Pump	\$45.00/Day
Pressure Transducer/Data Logger	\$50/Day,\$150/Week,\$400/Month
Oil Water Interface Probe	\$20.00/Day
Global Water Flow Probe	\$50.00/Day
Floor Leveler	\$100.00/Day
CoringRig	\$100.00/Day
Confined Space Air Monitor	\$25.00/Day
Confined Space Retrieval Equipment	\$150.00/Day
Fall Protection Equipment	\$50.00/Day



RADNOR TOWNSHIP

TRAFFIC AND TRANSPORTATION ENGINEERING SERVICES

FIXED FEE PROPOSALS
ITEM & SCOPE OF WORK **FIXED COST**

a. Stop Warrant Analysis	
ADT Volumes/Speed data (G&A)	
Detailed Crash Records-Review	
Sight Distance Field Evaluation	
PennDOT TE-102 Multiway Stop/TE-108 Stop Control Study	
Letter providing recommendations	
COST G&A provide ADT/Speed Data:	\$ 2,600
COST RTPD provide ADT/Speed Data:	\$ 2,300

b. Traffic Signal Warrant Analysis¹	
13 hour turning movement counts	
Detailed Crash Records-Review	
Sight Distance Field Evaluation	
PennDOT TE-150 Traffic Signal Warrant Analysis (MUTCD 4C.01-4C.09)	
Letter providing recommendations	
COST G&A provide ADT/Speed Data:	\$ 3,800
¹ Assumes no submissions to PennDOT; no meetings or revisions	

c. Traffic Counts	
Four (4) Peak Hour Counts (Intersection turning movement counts)	\$ 400
13 Hour Intersection Turning Movement Counts	\$ 725
ADT /Speed Analysis (ATR) Single lane per approach/both directions	\$ 350

d. Traffic Calming Analysis²	
ATR/Speed Data	
Detailed Crash Records Review	
Field investigation/Sight Distance Evaluation	
Sketch plans and cost estimate of 3 alternatives	
Summary of recommendations	
COST G&A provide ADT/Speed Data:	\$ 7,900
COST RTPD provide ADT/Speed Data:	\$ 7,600

² Price includes 1 submission & 1 revision; Excludes meetings & design

e. ADA Curb Ramp Assessment³	
Four approach intersection (8 total curb ramps)	
Field Visit to review conditions and identify grade assessment	
Obtain ROW information/identify easement and constraints	
Provide cost estimate for Design, Bid Documents & Construction	
Fixed Fee Cost:	\$ 2,800

³ Excludes meetings except as noted above; includes 1 resubmission



PROJECT	WORK PERFORMED LAST PERIOD (December 19 to January 26)	WORK TO BE PERFORMED THIS PERIOD (January 23 to February 27)
PRIVATE DEVELOPMENT PROJECTS		
1. Radwyn Apartments LD RT: 2016-D-09 G&A 1607023	<ul style="list-style-type: none"> Review LD submission and provide comments 	<ul style="list-style-type: none"> Monitor project status and perform work as necessary.
2. 409-413 Lancaster Avenue LD RT: 2016-SD-07 G&A 16-05043	<ul style="list-style-type: none"> Review LD submission and provide comments 	<ul style="list-style-type: none"> Monitor project status and perform work as necessary.
3. Academy of Notre Dame STEM Bldg LD RT: 2016-D-13 G&A 16-09027	<ul style="list-style-type: none"> Review LD submission and provide comments 	<ul style="list-style-type: none"> Monitor project status and perform work as necessary.
4. 12 Welwyn Road LD RT: 2016-S-14 G&A 16-10094	<ul style="list-style-type: none"> Review LD submission and provide comments 	<ul style="list-style-type: none"> Monitor project status and perform work as necessary.
TRANSPORTATION PROJECTS		
1. Pine Tree Road Truck Analysis PO: 2016-XXX G&A 15-5007.02	<ul style="list-style-type: none"> Awaiting PO Number 	<ul style="list-style-type: none"> Complete Truck Prohibition Evaluation
2. Lancaster Ave & N/S Wayne Left turn Conflict Analysis PO: 2016-XXX G&A 16-01014	<ul style="list-style-type: none"> Obtain data and begin analysis 	<ul style="list-style-type: none"> Complete analysis; return evaluation to Township
3. County Line Road & Montrose Ave. Traffic Signal Warrant Analysis PO: 2016-XXX G&A 16-1014	<ul style="list-style-type: none"> Obtain data and begin warrant analysis 	<ul style="list-style-type: none"> Complete analysis; return evaluation to Township
4. Lancaster Ave Pedestrian Improvements PO: 2016-XXX G&A 16-05041	<ul style="list-style-type: none"> Completed grant submission to PennDOT MTF 	<ul style="list-style-type: none"> Await grant award from PennDOT MTF



SELECT GRANT FUNDING ASSISTANCE

AMBLER BOROUGH, MONTGOMERY COUNTY, PA	
H2O PA GRANT	\$520,000.00
Loch Alsh Dam Modifications and Rehabilitation project. Loch Alsh is a high hazard dam located in Upper Dublin Township, Montgomery County, PA.	
DCNR (Department of Conservation and Natural Resources)	\$10,000.00
Comprehensive Park Planning	
CDBG (Community Development Block Grant)	\$120,000.00
Sidewalk Improvements	
CDBG (Community Development Block Grant)	\$355,000.00
Sanitary Sewer Rehabilitation	
CDBG (Community Development Block Grant)	\$75,000.00
Flashing School Zone Traffic Signals	
TE (Transportation Enhancements)	\$552,000.00
Streetscape and Train Station Landscaping)	
TE (Transportation Enhancements)	\$327,985.00
Concrete repair and rehabilitation of the bridge parapet and obelisk, along with replacement of the sidewalk on the bridge, historic street lights, and landscaping enhancements	
MCCR (Montgomery County Community Revitalization Grants)	\$450,000.00
Multi-Project - Gateway at Borough Hall	
DEP (Department of Environmental Protection)	\$120,000.00
Flood Damage Restoration	
MCTSEUP (Montgomery County Traffic Signal Equipment Upgrade Program)	\$400,000.00
Four (4) complete traffic signals with addition of closed loop system	
SAFETEA-LU Earmark (Safe, Accountable, Flexible, and Efficient Transportation Equity Act)	\$520,000.00
Ornamental traffic signals along Butler Avenue	
DCED (Department of Community and Economic Development) Local Share Account, Montgomery County	\$134,925.00
Well #8 Chlorine Contact Tank Project	
BOYERTOWN BOROUGH, BERKS COUNTY, PA	
DCED (Department of Community and Economic Development)	\$185,500.00
TE (Transportation Enhancements)	
Boyertown Crossroads Streetscape Enhancements	\$150,000.00



SELECT GRANT FUNDING ASSISTANCE

BRISTOL BOROUGH, BUCKS COUNTY, PA	
TCDI (Transportation and Community Development Initiative)	\$100,000.00
Planning and Analysis for Traffic Signals	
DCED (Department of Community and Economic Development Regional Grants)	\$51,446.00
Match to TCDI for Traffic Signals	
CAI (Compact Authorization Investment Program)	\$1,334,450.00
Construction of Traffic Signals	
PECO (smart ideas)	\$18,824.00
LED Lights for Signals Project	
Coastal Zone Management	\$50,000.00
Design and implementation costs associated with their Old Rt 13 multi-use trail project.	
ARLE (Automated Red Light Enforcement)	\$20,800.00
Replace street signage	
USDA-NRCS	\$1,080,000.00
Construct a new Public Works Facility	
Bucks County – Delaware River Open Space	\$1,000,000.00
Construct Boat Docks at Bristol Waterfront Park	
United States Fish and Wildlife Service – Boating Infrastructure Grant (BIG)	\$1,491,000.00
Construct Boat Docks at Bristol Waterfront Park	
PennWorks and H2O Grant	\$450,525.00
Upgrades to Bristol Borough's Wastewater Facility	
DCED (Department of Community and Economic Development Regional Grants)	\$700,784.00
Day Docks and Access Pier	
COLEBROOKDALE TOWNSHIP, BERKS COUNTY, PA	
CDBG (Community Development Block Grant)	\$50,000.00
Stormwater collection and conveyance system, concrete curbing, driveway depressions, and full depth roadway pavement reclamation	
COLLEGEVILLE BOROUGH, MONTGOMERY COUNTY, PA	
TEA-21 (Transportation Equity for the 21st Century)	\$679,526.00
Main Street Streetscape Enhancements	
HTS (Home Town Streets)	\$522,950.00
Main Street Streetscape Enhancements	
DCED (Department of Community and Economic Development Regional Grants)	\$112,500.00
Main Street Streetscape Enhancements	



SELECT GRANT FUNDING ASSISTANCE

Montco 2040 6th Avenue Signalization	\$75,000.00
MTF DCED (Multimodal Transportation Fund, Department of Community and Economic Development (DCED) Ursinus 7th Avenue Rectangular Rapid Flashing Beacon	\$186,485.00
DCNR (Department of Conservation and Natural Resources) Main Street Streetscape Enhancements	\$20,000.00
PECO (smart ideas) Signal Projects	\$5,332.00
COLLEGEVILLE AND TRAPPE BOROUGH, MONTGOMERY COUNTY, PA DCNR (Department of Conservation and Natural Resources) Waterworks Park Improvements	\$81,000.00
DOYLESTOWN BOROUGH, BUCKS COUNTY, PA TE (Transportation Enhancements) Broad Street Streetscape Enhancements	\$978,372.00
CDBG (Community Development Block Grant) Veterans Lane Improvements Project	\$71,000.00
RACP (Redevelopment Assistance Capital Program) Infrastructure Improvements, 29 Intersection Signalization, Streetscape Enhancements	\$768,000.00
DCED (Department of Community and Economic Development) ISRP (Industrial Sites Resue Program)	\$1,000,000.00
SRS (Safe Routes to School) Sidewalks Infill (2004= \$200,000.00 and 2005 = \$201,250.00)	\$401,250.00
TCDI (Transportation and Community Development Initiative) Doylestown Borough Wayfinding Project	\$34,800.00
DCED (Department of Commercial and Economic Development) Elm Street Plan	\$27,500.00
DCED (Department of Commercial and Economic Development) Old Skunky Study	\$25,000.00
EAST GREENVILLE BOROUGH, MONTGOMERY COUNTY, PA PADEP (Pennsylvania Department of Environmental Protection) Source Water Protection	\$60,099.00
FORKS TOWNSHIP, NORTHAMPTON COUNTY, PA GREEN LIGHT-Go TRAFFIC SIGNAL IMPROVEMENT FUNDING Upgrade traffic signals at five intersections to LEDs along Sullivan Trail (SR2025)	\$13,284.00



SELECT GRANT FUNDING ASSISTANCE

HATBORO BOROUGH, MONTGOMERY COUNTY, PA CDBG (Community Development Block Grant) Horsham Road, Moreboro Road, and Academy Road Pedestrian Improvements	\$206,000.00
CDBG (Community Development Block Grant) York Road and Byberry Road Drainage Improvements	\$138,000.00
CDBG (Community Development Block Grant) Road and Sidewalk Improvements	\$127,000.00
CDBG (Community Development Block Grant) Park Avenue/Lehman Avenue Street Improvements	\$146,500.00
CDBG (Community Development Block Grant) Bank St. Improvements	\$189,000.00
CDBG-R (Community Development Block Grant - Recovery) Roadway reconstruction, ADA Improvements, Storm Sewer System	\$709,000.00
DCED Watershed Restoration and Protection Program (WRPP) Pennypack Creek Channel Modification Maintenance	\$195,000.00
GREEN LIGHT-Go Traffic Signal Improvement Funding Intersection Upgrades for Route 2009, Route 2040, and Jacksonville Road and Montgomery Avenue	\$771,918.00
MCCR (Montgomery County Community Revitalization Grants) Multi-Project, Streetscapes, match to HTS, parking lot acquisition, parking lot improvements	\$1,000,000.00
PADEP (Pennsylvania Department of Environmental Protection) Flood Improvement Program	\$65,000.00
MCTSEUP (Montgomery County Traffic Signal Equipment Upgrade Program) Five (5) complete traffic signals with addition of closed loop system	\$500,000.00
SAFETEA-LU Earmark (Safe, Accountable, Flexible, and Efficient Transportation Equity Act) York Road Streetscape Improvements	\$1,000,000.00
HTS (Home Town Streets) York Road Curb and Sidewalk Improvements	\$800,900.00
LWCF (National Park Service - Land and Water Conservation Fund) Enhancements to Memorial Pool	\$300,000.00
WRPP (Watershed Restoration and Protection Program) Pennypack Creek Modification Maintenance	\$195,001.00
MEDIA BOROUGH, DELAWARE COUNTY, PA CDBG (Community Development Block Grant) Sidewalks	\$35,842.00



SELECT GRANT FUNDING ASSISTANCE

Growing Greener Borough Wide Stormwater Master Plan	\$127,192.00
MIDDLE SMITHFIELD TOWNSHIP MUNICIPAL AUTHORITY, MONROE COUNTY, PA H2O PA Grant Help with cost of the Winona Lakes Sewage Treatment plant reconstruction and the improvement of several sewage pumping stations	\$1,000,000.00
MOUNT POCONO BOROUGH, MONROE COUNTY, PA ARLE (Automated Red Light Enforcement) Signal Upgrades at Intersection of Route 940 and Oak Street/Wal-Mart Driveway	\$41,997.00
NEW BRITAIN TOWNSHIP, BUCKS COUNTY, PA DCNR (Department of Conservation and Natural Resources) West Branch Park - Design and Project Management for 12 acre Township Park	\$360,000.00
NEW HOPE BOROUGH, BUCKS COUNTY, PA Act 89 Funding (Multimodal Transportation Fund Investments) Pedestrian Improvements along Main Street	\$126,700.00
TEA-21 (Transportation Equity Act for the 21st Century) Pedestrian Link and Transportation	\$316,000.00
DRJTBC (Compact Authorization Investment Grant) S. Main Street Bridge Pedestrian Lighting	\$85,000.00
DRJBTC (Compact Authorization Investment Grant) Signal and Pedestrian Improvements	\$450,000.00
PERKASIE BOROUGH, BUCKS COUNTY, PA 2014 CDBG (Community Development Block Grant) Borough Curb Ramp Project	\$141,000.00
ARLE (Automated Red Light Enforcement) Upgrade to Traffic Signals at Intersection of Route 4039 and Blooming Glen Road; Utilities and ADA Curb Ramps	\$108,588.00
PHILADELPHIA, PA Philadelphia Industrial Development Corporation (PIDC) Damar Drive Green Stormwater Infrastructure (GSI) Project	\$214,000.00
POTTSTOWN BOROUGH, MONTGOMERY COUNTY, PA SRS (Safe Routes to School) Through DVRPC	\$225,000.00
RADNOR, DELAWARE COUNTY, PA CFA Multimodal Transportation Funding Pedestrian improvements at signalized intersections near Wayne SEPTA station	\$147,634.00



SELECT GRANT FUNDING ASSISTANCE

RICHLAND TOWNSHIP, BUCKS COUNTY, PA GREEN LIGHT-Go Traffic Signal Improvement Funding Signal Retiming at Intersections of Route 309, Tollgate Road & W. Pumping Station Road	\$38,295.00
SCHUYLKILL TOWNSHIP, CHESTER COUNTY, PA Chester County Vision Partnership Program Freedom Trail Feasibility Study	\$30,000.00
SCHWENKSVILLE BOROUGH, MONTGOMERY COUNTY, PA Main Street Parking Modifications Comprehensive Parking and Realignment Plan	\$188,940.00
SRS (Safe Routes to School) Walking Path	\$465,580.00
TRAPPE BOROUGH, MONTGOMERY COUNTY, PA DCNR (Department of Conservation and Natural Resources) Master Site Plan of Main Street Park	\$14,000.00
DCNR (Department of Conservation and Natural Resources) Development of Rambo Park	\$200,000.00
UPPER MORELAND TOWNSHIP, MONTGOMERY COUNTY, PA TE (Transportation Enhancements) Memorial Park Streambank Stabilization	\$320,000.00
WRPP (Watershed Restoration and Protection) Phase II – Veteran’s Memorial Park Streambank Enhancement	\$188,000.00
WARMINSTER TOWNSHIP, BUCKS COUNTY, PA 2008 CDBG (Community Development Block Grant) Paving Roads in the Warminster Heights Neighborhood	\$115,000.00
2009 CDBG (Community Development Block Grant) Curb Ramps and Roadway Milling on Several Neighborhood Roads	\$129,000.00
2010 CDBG (Community Development Block Grant) Curb Ramps	\$99,000.00
2011 CDBG (Community Development Block Grant) Curb Ramps	\$132,000.00
2012 CDBG (Community Development Block Grant) Curb Ramps and Roadway Milling	\$100,000.00
RACP (Redevelopment Assistance Capital Program) Stormwater Management Improvements and Building Repairs	\$500,000.00



SELECT GRANT FUNDING ASSISTANCE

WEST CHESTER BOROUGH, CHESTER COUNTY, PA	
GREEN LIGHT-Go TRAFFIC SIGNAL IMPROVEMENT FUNDING	\$57,078.00
Upgrade of 26 traffic signals to LEDs	
WHITPAIN TOWNSHIP, MONTGOMERY COUNTY, PA	
CFA Flood Mitigation Program	\$340,945.00
CFA Flood Mitigation Program	\$297,000.00
Wissahickon Creek Streambank Restoration and Stabilization	
Select Grant Funding Assistance Total	\$27,051,007.00



GILMORE & ASSOCIATES, INC.
ENGINEERING & CONSULTING SERVICES

February 3, 2017

Project No. 17-02011

Mr. Stephen F. Norcini, P.E.
Director of Public Works
Township of Radnor
301 Iven Avenue
Wayne, PA 19087-5297

Reference: Proposal for Traffic & Transportation Engineering Services
Annual Retainer for Traffic Engineering Services
Radnor Township, Delaware County, Pennsylvania

Dear Mr. Norcini:

Gilmore & Associates, Inc. (G&A) appreciates the opportunity to submit the following response for professional municipal traffic and transportation engineering services in the Township of Radnor. The G&A Transportation Team is not only licensed as professional engineers within the Commonwealth of Pennsylvania, but our transportation engineers have also obtained the much desired national Professional Traffic Operations Engineering (PTOE) certification that ensures we are uniquely qualified to offer the essential knowledge and technical skills and are capable of providing a specialized application of traffic operations engineering for all our municipal clients. Our dedicated professionals have demonstrated their vast expertise and technical knowledge on a variety of transportation projects for our current and past municipal clients and, in fact, have been providing traffic and transportation engineering services in the Township of Radnor since in 2011.

G&A staff understands the service requirements included in the *Radnor Township Request for Proposals – Traffic & Transportation Engineering Services 2017-2018* and the team stands ready to provide the professional transportation engineering services currently appreciated by Radnor Township. Engaging professionally with a full civil engineering firm like Gilmore & Associates, Inc. will provide assurances that all projects will be completed in-house with essential team coordination from survey through construction with a prompt response to queries regarding the status of your projects. We have included a list of the various services offered by the G&A team in this response to allow you to verify that we can handle any civil engineering service required by the Township.

The G&A team is immediately available to provide traffic and transportation engineering services for comprehensive plan updates, subdivision and land development ordinance and zoning ordinance updates along with reviewing land development project submissions with a focus on traffic and transportation issues unique to Radnor Township. As our number one transportation engineering client, we will continue to prioritize requests made by Radnor Township so we may provide the comprehensive services and responsiveness that you have come to expect from our project team.

BUILDING ON A FOUNDATION OF EXCELLENCE

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

www.gilmore-assoc.com

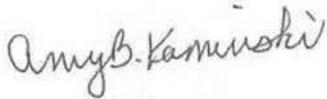
If acceptable to the Township, Ms. Amy Kaminski, P.E., PTOE will continue to provide G&A representation in Radnor Township, assisted by Mr. Damon Drummond, P.E., PTOE; in addition to holding the hourly rates for both Ms. Kaminski and Mr. Drummond at the 2016 rate level through 2018. The 2016 hourly rates will also be held for all staff performing work for Radnor Township through 2018.

Also for your consideration and as requested, we offer the attached Services Agreement for *Radnor Township Transportation Engineering Retainer Services* for the Board of Commissioners' to consider at their upcoming public business meeting. The scope of services is identified in the attached service agreement and the annual and monthly fees are included.

Upon your review of our qualifications and project profiles, we trust you will find our transportation team uniquely qualified to service the needs of Radnor Township. We recommend reaching out to our current municipal clients included in the reference section of this response to discuss their experience with our transportation service team because client satisfaction is as important to us as it is to all our clients. We promise to continue to provide timely responses and the attention to detail that is unparalleled by our competitors in order to satisfy the needs of the Township of Radnor.

Please do not hesitate to contact us if you have any questions and thank you in advance for your consideration of the Gilmore & Associates, Inc. Transportation Team. We look forward to continued service of the transportation engineering needs of your community.

Sincerely,



Amy B. Kaminski, P.E., PTOE
Transportation Services Manager
Gilmore & Associates, Inc.
akaminski@gilmore-assoc.com



SERVICES AGREEMENT

File No. 17-02011

RADNOR TOWNSHIP

RETAINER FOR TRANSPORTATION ENGINEERING SERVICES

This Agreement is made on **February 13, 2017** by and between: **Radnor Township (CLIENT)**, and **Gilmore & Associates, Inc., Attn: Amy B. Kaminski (ENGINEER)**. The parties agree as follows:

1. **Scope of Services: ENGINEER** agrees to provide the following Services:

Retainer for Transportation Engineering Services for meeting travel and attendance as follows:

- i) Board of Commissioners' Meetings, 22 Meetings per year
- ii) Monthly Staff Traffic Meetings, 12 meetings per year with follow up summary to Board of Commissioners
- iii) Park and Recreation Meetings, 2 meetings per year
- iv) Radnor Trail Council Meetings, 3 meetings per year

2. **Compensation: CLIENT** agrees to pay **ENGINEER**:

The Annual Retainer Fee for services as outlined above is \$40,800 lump sum including travel expenses and meeting attendance as indicated above. Client is required to pay a monthly retainer fee in the amount of \$3,400 lump sum per month.

(This fee is void if agreement is not signed by both parties within thirty (30) days from the date of this agreement.)

- 3. The Services shall be performed on a monthly basis as indicated above and lump sum fee shall be paid monthly.
- 4. The individuals executing this Agreement below agree that they are authorized to enter into this Agreement on behalf of **CLIENT** and **ENGINEER**, respectively, and **CLIENT** and **ENGINEER** agree to be bound by the terms and conditions of this Agreement.
- 5. Exclusions: the monthly lump sum retainer does not include any reimbursements provided through developer escrows when applicable.

Client's Authorized Representative:

Print & Date

Authorized Signature

Gilmore & Associates, Inc.'s Authorized Representative:

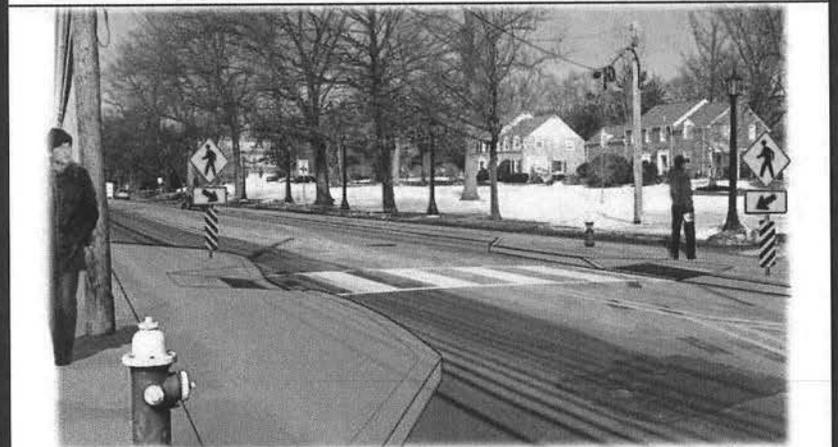
Print & Date

Authorized Signature

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65 E. Butler Avenue | Suite 100 | New Britain, PA 18901 | 215-345-4330 | 215-345-8606
 508 Corporate Drive West | Langhorne, PA 19047 | 215-369-3955 | 215-345-8606
 184 W. Main Street | Suite 300 | Trappe, PA 19426 | 610-489-4949 | 610-489-8447
 425 McFarlan Road | Suite 102 | Kennett Square, PA 19348 | 610-444-9006 | 610-444-7292
 5100 Tilghman Street | Suite 150 | Allentown, PA 18104 | 610-366-8064 | 610-366-0433
 One Penn Center at Suburban Station | 1617 JFK Boulevard | Suite 425 | Philadelphia, PA 19103 | 215-687-4246 | 215-564-1780
www.gilmore-assoc.com

PROPOSAL TO PROVIDE
PROFESSIONAL
TRAFFIC & TRANSPORTATION
ENGINEERING SERVICES
FOR
RADNOR TOWNSHIP
DELAWARE COUNTY, PA



URSINUS MAIN STREET PROJECT

PERSPECTIVE VIEW - 7TH AVENUE CURB EXTENSIONS AT MID-BLOCK CROSSING
COLLEGEVILLE, PENNSYLVANIA

PROJECT NO. 080000001
DATE: April 2011
SHEET NO.: 2 of 4

REVISED
FEBRUARY 2017



GILMORE & ASSOCIATES, INC.
ENGINEERING & CONSULTING SERVICES

**PROPOSAL TO PROVIDE
PROFESSIONAL TRAFFIC & TRANSPORTATION
ENGINEERING SERVICES
FOR
RADNOR TOWNSHIP, DELAWARE COUNTY, PA**

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SECTION 2	FIRM QUALIFICATIONS AND EXPERIENCE <ul style="list-style-type: none">• GOVERNMENTAL ENGINEERING SERVICES• TRANSPORTATION SERVICES• LAND SURVEYING SERVICES• SITE PLANNING AND DESIGN SERVICES• WATER RESOURCES• WATERSHEDS• LANDSCAPE ARCHITECTURE SERVICES• GEOGRAPHIC INFORMATION SYSTEMS SERVICES• ENVIRONMENTAL SERVICES• STRUCTURAL AND FORENSIC SERVICES• GEOTECHNICAL SERVICES• CONSTRUCTION ADMINISTRATION, OBSERVATION, AND TESTING SERVICES• INFORMATION TECHNOLOGY CONSULTING SERVICES• SELECT PROJECT PROFILES
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Professional Traffic & Transportation Engineering Services
Radnor Township, Delaware County, PA

SECTION 1 INTRODUCTION TO GILMORE & ASSOCIATES, INC.



CONTACT INFORMATION

Amy B. Kaminski, P.E., PTOE
Transportation Services Manager
65 East Butler Avenue, Suite 100
New Britain, PA 18901
215.345.4330
akaminski@gilmore-assoc.com

Our transportation engineers and planning experts have the tools, knowledge, and experience to successfully accomplish small and large transportation projects utilizing best practices and sustainable solutions. From impact studies and signal design to streetscapes and traffic calming, our comprehensive approach allows us to serve multiple industries across our various service offerings.

Gilmore & Associates, Inc. (G&A) has proven experience working with the Department of Transportation (DOT) in several states to obtain vital project approvals and a wide range of experience with technical modeling and analytical tools including Synchro, SimTraffic, HCS 2010, TruTraffic, TripGen, and ArcGIS. In addition, our grant writing experience has resulted in federal and state grant funding awards, providing many of our municipal clients the opportunity to implement projects.

FIRM PROFILE

G&A has emerged as one of the region's most dynamic civil engineering firms, offering a diverse yet complementary portfolio of professional consulting services. Across a range of civil engineering, surveying, landscape architecture, and environmental disciplines we are inspired to innovate while recognizing the value of fundamentals executed to perfection.

G&A has six office locations throughout eastern Pennsylvania and employs 150 professionals and staff companywide. We have grown in a carefully planned fashion along with the growth of the region by offering a wide variety of civil engineering and consulting services and successfully representing over 75 local municipalities/authorities. The Firm continually ranks as one of the top regional Engineering and Consulting firms by the Philadelphia Business Journal, a success achieved by always trying to understand our clients, their needs, and working with them to a successful project completion.

Through nearly a century of professional practice, G&A has instilled confidence and trust in our clients that we will meet the unique needs of every project. That experience has taught our firm the importance of responsiveness and the true value of teamwork.

As a practice leader, we embrace our responsibility to provide environmentally and economically sustainable designs for our clients and the communities we serve. Our history feeds a philosophy that promotes resilient solutions to the complexities of an aging infrastructure. Gilmore & Associates, Inc. goes beyond the traditional engineering and consulting firm, offering tailored solutions to our client's engineering challenges.

Civil Engineering Service Disciplines

Transportation
Governmental Engineering
Site Planning and Design
Water Resources
Landscape Architecture
Structural and Forensic
Land Surveying
Environmental
Watersheds
*Construction Administration,
Observation, and Testing*
Geotechnical

Professional Traffic & Transportation Engineering Services
Radnor Township, Delaware County, PA

- ✓ Convenient location to Radnor Township
- ✓ Extensive municipal consulting experience
- ✓ Flexible schedule to assist the Township

ACCESSIBILITY TO RADNOR TOWNSHIP

Radnor Township will have the benefit of being served by our New Britain, Bucks County office. Because of our proximity to the Township and the flexible schedules of our office and field staff, we can provide the Township with responsive and cost-effective services. Our professional staff will spend less time traveling and more time serving the needs of Radnor Township.



GRANT WRITING AND APPLICATION ASSISTANCE

We have a successful track record in assisting municipalities and municipal authorities with grant writing. G&A has obtained over \$27 million in grant funds for our clients as shown on our select grant funding assistance listing found in the Appendices. Our grant writing projects are specifically tailored to each funding source's requirements. We allow clients as much or as little input into the writing process as they desire. Having designed and implemented many grant-funded projects, we understand the way agencies award grants and financial assistance. We emphasize the value of each project to the community and the significant changes to the people it will directly benefit.

We have years of success securing county, state, federal and private funding for a broad range of municipal needs including, but not limited to:

- Planning
- Design
- Feasibility Studies
- Transportation
- Stormwater Management
- Potable Water Systems
- Sanitary Sewer Systems
- Recreation Facilities
- Streetscape Improvements
- Sustainability Improvements

SECTION 2 FIRM QUALIFICATIONS AND EXPERIENCE



GOVERNMENTAL ENGINEERING SERVICES

We offer a wide range of governmental consulting, planning, and engineering services. G&A has provided consulting engineering to governmental clients since 1973, when Hatboro Borough became our first municipal client and is still a client today. Our governmental consulting and engineering services have grown to include over 75 boroughs, townships, and authorities in Berks, Bucks, Chester, Delaware, Monroe, Montgomery, Northampton, Pike, and Wayne Counties, including the City of Philadelphia.

We believe governmental engineering needs to be more than just generating code reviews. While thorough ordinance reviews are an important task, our engineers take every opportunity to advocate for their clients throughout the subdivision and land development process as well as when implementing municipal planning and infrastructure improvements. We provide all services typically required by municipalities and authorities with our in-house professional staff, including:

- Municipal Engineering and Planning
- Transportation Engineering
- MS4/TMDL Permitting Compliance
- Grant Writing Assistance/Administration
- Stormwater Management
- Water/Wastewater Services
- Sustainable Resources Design
- Landscape Architecture Design
- Construction Observation/Administration
- Geotechnical and Environmental Services
- Geographic Information Systems (GIS)

TRANSPORTATION SERVICES

Highway congestion, transportation safety, regional growth, and the integration of complete streets are some of the largest challenges facing our region. G&A's professional team of experienced transportation engineers and technicians have the tools, knowledge, and experience to successfully accomplish small and large transportation projects utilizing best practices and sustainable solutions. From impact studies and signal design to streetscapes and traffic calming, our comprehensive approach allows us to serve multiple industries across our various service offerings. Our team continues to provide quality and responsive service to all our clients while delivering innovative design solutions to many challenging projects.



Our team is well versed in all aspects of transportation engineering services and is proud to offer the following services:

- Traffic Signal Design, Closed Loop Systems, Traffic Adaptive Systems and Permitting
- Governmental Transportation Engineering Services
- Complete Street Analysis and Multimodal Planning and Design
- Traffic Impact Studies; Traffic Data Collection, Parking studies, Act 209 Impact Studies and Roadway Safety Analysis
- Highway Occupancy Permitting, Corridor Improvement Analysis and Roadway Design/Reconstruction
- ADA Compliance, Bicycle, and Trail Plans
- Traffic Calming Policy, Analysis, and Design
- Grant Applications

Professional Traffic & Transportation Engineering Services
Radnor Township, Delaware County, PA

LAND SURVEYING SERVICES

Founded in 1918, G&A originally consisted of a two person surveying firm serving the Central Bucks County area. Since that time we have expanded our services to over 10 counties in our region. Our services cover the spectrum from very simple to extremely complex. We keep pace with the constantly improving technologies including real-time GPS via a Virtual Reference Station Network, Automated Data Collection Systems, Total Station Robotic Systems, and Terrestrial Laser Scanning to provide efficient and accurate service to our clients. Additionally, our experienced technical staff can quickly prepare drawings in Civil 3D from the raw survey field data gathered during the course of a project. This ensures a quick turnaround for preparation of survey plans, base plans for engineering design and final record drawings and documentation. We have the available resources to support multiple survey crews dispatched to project sites throughout the region.



Our surveying services include but are not limited to the following:

- Boundary, Location, and Topographic Surveys
- Land Subdivisions
- ALTA/NSPS Land Title Surveys
- Aerial Photo Control Surveys
- Preparation of Legal Descriptions
- Cell Tower Surveys (FAA 1A and 2C Certifications)
- Wind Farm Surveys
- Construction Stakeout
- As-Built Surveys
- Land Preservation Surveys
- GIS Data Acquisition and Mapping
- 3D LiDAR Scanning
- Monitoring and Deformation Surveys (settlement, movement)
- Environmental Surveying Services

SITE PLANNING AND DESIGN SERVICES

G&A's site planning and design practice benefits from our in-house multidisciplinary approach, seamlessly integrating survey, landscape architecture, water resources, civil engineering, environmental, and geotechnical services in successful place making. These core disciplines are complemented by our commitment to technology in 3D design and digital visualization, including providing 3D Building Information Modeling (BIM) through our in-house Autodesk Certified BIM Specialist.



We are proud to offer the following services:

- Integrated Development Feasibility
- Master Planning
- Zoning
- Institutional, Residential, Commercial, and Mixed-Use Land Development
- 3D Site Models
- Civil BIM
- Revit & Civil 3D File Collaboration Support
- Landscape and Site Lighting Design
- Conservation Planning and Design
- Permitting

Professional Traffic & Transportation Engineering Services
Radnor Township, Delaware County, PA



WATER RESOURCES

Water and wastewater infrastructure is an essential component in community planning, growth, and sustainability. We offer a wide range of planning, engineering, and construction services to address the needs of the public sector. Whether it is a large public centralized system utilizing the latest pumping and treatment technologies or a small private individual system, we provide the technical expertise and regulatory insights necessary for a successful project. Our emphasis is always on efficiency, sustainability, and the preservation of resources.

Our Water Resources group is proud to offer the following services:

- Source Water Protection Programs
- Feasibility and Planning Studies
- Location and Development of Groundwater Supplies
- Permit and Grant Applications
- Water and Wastewater Treatment Facilities Design
- Storage and Distribution Systems Design
- Gravity Sewers and Pump Station Design
- Start-up Planning and Assistance
- Operation and Maintenance Manuals
- Industrial Pretreatment Systems
- Infiltration/Inflow Studies and Remedial Programs
- Alternative Wastewater Disposal Systems
- Gray Water Treatment and Reuse Systems
- Preliminary and Detailed Hydrogeologic Studies
- Groundwater Modeling/Mounding Analyses
- Capital and Operating Budgets
- Municipal and Regional Water Resource Planning
- Bond Issue Support
- System Valuation
- Rate Study Preparation/Tapping Fee Analysis
- Preparation of Mandated Annual Reports



WATERSHEDS

Our Watersheds practice provides a comprehensive suite of services focused on the complex issues facing our watersheds. Why Watersheds?

Watersheds represent the nexus of water and landform and include the diverse and complex interactions of all life within them, including our own. Similarly, our Watersheds practice benefits from our organic expertise in critical disciplines such as civil engineering, environmental science, hydrogeology, geotechnical engineering, soil science, geospatial technology, structural engineering, community outreach and landscape architecture.

That expertise is enriched by the diverse perspectives of our clients; from

cities to suburban and rural municipalities, from institutional campuses to individual homeowners.

We are proud to offer the following services:

- Watershed Assessment & Master Planning
- TMDL Strategy Planning & Implementation
- Municipal MS4 Permitting
- Stormwater Infrastructure Asset Management
- Stormwater Utility Planning
- Grant Writing, Administration & Assistance
- Stormwater Management Ordinance Creation
- Best Management Practice (BMP) Design, Monitoring & Restoration
- Green Stormwater Infrastructure Planning & Design
- Post-Construction Stormwater Management & NPDES Permitting
- Stream Bank Stabilization & Restoration
- Floodplain and Riparian Management
- Bridge & Culvert Design
- Dam Safety Engineering

Professional Traffic & Transportation Engineering Services
Radnor Township, Delaware County, PA

LANDSCAPE ARCHITECTURE SERVICES

Our landscape architects provide innovative design solutions that meet the needs of our clients. We have a strong portfolio of site development, sustainable design, and green infrastructure projects. Some of which include recreational parks, urban playgrounds, streetscape enhancement, and community swimming pools. Sustainability and betterment of the environment are key components that are incorporated into the role of our landscape architects and designers. Several staff members are LEED® Accredited Professionals with a thorough understanding of environmentally responsible design opportunities and constraints.



Our landscape architects are specialized in the following:

- Site Planning and Design
- Master Planning for Campuses, Corporations, Developments, and Parks
- Land Development Consulting
- Park, Playground, and Sprayground Design
- Active Recreation and Sports Facility Design
- Trail and Open Space Planning and Design
- Grant Application Consulting
- Municipal Consulting
- ADA and Special Needs Design
- Sustainable Design and LEED® Consulting
- Landscape Planting Design
- Grading, Drainage, and Stormwater Design
- Green Infrastructure Design
- Place Making, Streetscapes, and Urban Design



GEOGRAPHIC INFORMATION SYSTEMS (GIS) SERVICES

Since G&A is at the cutting edge of powerful and versatile technology our clients have the ability to better track and manage their resources as well as strategically plan for future infrastructure improvements.

Our GIS services demonstrate real value to our clients by providing easy access to vital information. Clients can use a GIS database to inventory water distribution lines by location, size, flow rate, and pressure or inventory manholes by elevation and maintenance history. Individual tax parcels can reference zoning data or building

permit history and compliance. Municipal population data can be analyzed to assist with demographic projections.

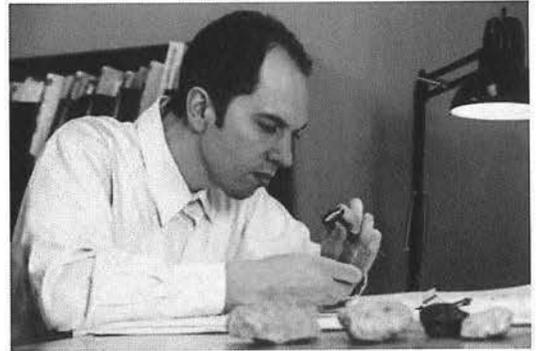
Since 1993, we have provided our clients with customized, easy-to-use GIS solutions that help interpret database-driven mapping and graphic based record keeping. This technology is so powerful we use it in-house to support our own civil engineering, land design, water resource, land surveying, and governmental services.

We are pleased to provide the following:

- Digital Base Map and Database Development
- GIS Program Design, Installation, and Support
- Document Conversion Programs
- Strategic Plans
- GPS Field Control and Monumentation
- Aerial Planimetric/Topographic Maps
- Map/Database Maintenance Programs
- Property and Permit Management System Integration

ENVIRONMENTAL SERVICES

To achieve project goals, our environmental experts rely on open communication and coordination with clients and regulators. Our staff includes professional geologists, professional engineers, environmental scientists, and field and office technicians. The team is experienced in environmental permitting as it pertains to public, commercial, and industrial facilities. We prepare and implement pollution management plans for wastewater discharges, and provide siting, testing, and permitting for municipal water suppliers and irrigation supplies. We have performed hydrologic testing and monitoring for mining and quarry expansion and have provided NEPA documentation for federally funded projects.



For new construction projects, as well as for demolition of old facilities, we provide preliminary due diligence and evaluation of soils, water, and wastes for the purpose of meeting the PADEP solid waste regulations and other environmental programs. To ensure compliance with the management of fill policy and requirements for site remediation, we are available throughout the bidding and construction process.

To address the needs of our clients we are pleased to offer the following:

- Environmental Permitting and Compliance
- Groundwater and Surface Water Monitoring and Modeling
- Water Resource Impact Studies
- Environmental Site Assessments (Phase I and II) and Remediation Services
- Total Maximum Daily Load (TMDL) Compliance and Toxic Reduction Evaluation for Sewage Discharge
- Quarry Permitting and Monitoring
- NEPA Documentation and Management
- Clean Fill Investigations
- Underground Storage Tank (UST) Closures and Site Characterization
- Spill Prevention, Control and Countermeasure (SPCC) Plans, Spill Prevention and Response (SPR) Plans, and Preparedness, Prevention, and Contingency (PPC) Plans
- Solid Waste Facility Design and Permitting
- Hazardous Material Management and Consulting
- Geothermal Well Field Development



STRUCTURAL AND FORENSIC SERVICES

A well-designed and maintained infrastructure is essential to the economy and public safety. As an industry leader, G&A engineers have the knowledge and experience to successfully complete projects utilizing best practices, delivered on time and within budget.

We develop cost-efficient solutions for public and private buildings, bridges, parking structures, dams, cell towers, water and wastewater facilities, and other special structures.

Our Structural and Forensic Services group is proud to offer the following services:

- Feasibility Studies and Condition Assessments
- Structural and Forensic Investigations
- Reconstruction and Historic Rehabilitation
- Structural Analysis and Design
- Post-Catastrophic Event Assessments
- Emergency Response Services
- Temporary Structures
- Construction Management, Inspection, and Administration

GEOTECHNICAL SERVICES

Our geotechnical engineers, geologists, and soil scientists provide comprehensive technical expertise. The ultimate success of our clients' project depends on the performance of subsurface geotechnical systems that are implemented in innovative and cost effective ways. We anticipate project hurdles and respond quickly to manage challenges. We take time to understand their goals and apply the latest technologies and materials, as well as time-tested solutions, to suit each individual project.

Our services include:

- Subsurface Exploration & Geotechnical Reports
- Evaluation of Concrete and Asphalt Pavements
- Soil and Construction Materials Testing
- Retaining Wall Design (segmental, concrete, and masonry)
- Reinforced Embankment Design (Green Walls, MSE)
- Slope Stability Analysis
- Soil Stabilization and Ground Improvement Techniques
- Foundation Design Recommendations
- Carbonate Geology and Geologic Hazard Assessments
- Sinkhole (Karst) Consulting & Emergency Permitting
- Stormwater Injection Well Investigations
- Geophysical Testing
- Fracture Trace Analysis
- Soil Consulting (Alluvial, Classification, Remapping)
- Stormwater Infiltration Testing
- Stormwater System Maintenance Assessment
- Amended Soil Design
- On-Lot Septic System Testing & Design (Conventional & Alternate)
- Construction Phase Testing & Special Inspections



CONSTRUCTION ADMINISTRATION, OBSERVATION, AND TESTING SERVICES

Our professional engineers, construction observers, and certified technicians test, analyze, and observe critical construction operations to achieve a successful, cost-effective project. By fostering a team approach with the municipality, contractors, regulatory agencies, and citizens, we exceed community expectations and successfully execute projects. We understand that the pace of construction requires fluid communication and robust documentation, which is why we utilize state-of-the-art equipment and communications technology.

The following are some of the construction services we provide:

- Complete Client/Owner Representation
- Community/Public Relations
- Value Engineering
- Construction Contract Preparation
- Contract Management
- Project Documentation and Reporting
- Construction Submittal Review
- Labor/Wage Compliance
- Construction Materials Testing
- As-Built Plan Preparation
- Punch List and Closeout Documentation

Professional Traffic & Transportation Engineering Services
Radnor Township, Delaware County, PA

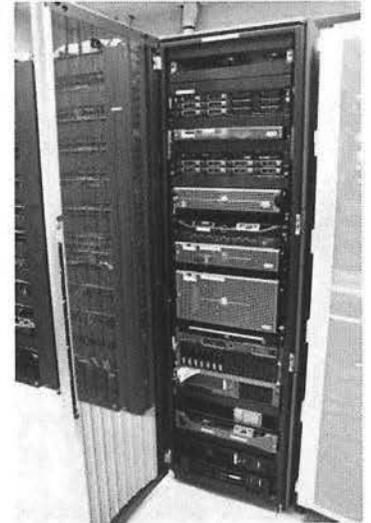
INFORMATION TECHNOLOGY CONSULTING SERVICES

Reliable information technology systems are a critical part of the infrastructure required to provide consistent customer service. Ongoing technology investments including hardware, software, training, and support are necessary to meet ever changing operational and customer demands.

Our IT consulting team is pragmatic and experienced in all areas of information technology and can readily assist clients to determine the best technology solutions, thereby freeing staff to concentrate on more essential priorities.

IT Support Services include:

- Help Desk Support
- Hardware/Software Support
- Email Servers
- Archive Services
- Software Training



SELECT PROJECT PROFILES

With years of hands-on project experience to draw upon, our staff delivers innovative solutions for each project. We strive for sound, effective, and sustainable solutions that balance design with local surroundings. A summary of select project profiles are shown on the following pages.



Project Location:

Hatboro Borough,
Bucks County, PA

Project Cost:

\$1,230,828

Grant Award Amount:

\$615,413

Contact Information:

Fred Zollers, Borough Manager
Hatboro Borough
414 South York Road
Hatboro, PA 19040
215-443-9100

G&A Contact Information:

Amy B. Kaminski, P.E., PTOE
Transportation Services
Manager
akaminski@gilmore-assoc.com
215-345-4330

Jacksonville Road/Montgomery Avenue Green Light-Go Grant Application Services

Gilmore & Associates, Inc. (G&A) prepared a successful application to the Pennsylvania Department of Transportation's Green Light-Go grant program for the upgrade of existing signal equipment at the intersection of Jacksonville Road (S.R. 0332) and Montgomery Avenue as well as the upgrade of the equipment associated with the adjacent railroad crossing, including the fiber optic signs mounted on the mast arms, the railroad pre-emption system and installation of pedestrian gates at the railroad crossing. The upgrades to the signal equipment included the installation of ADA-compliant pedestrian signal heads, push buttons, and curb ramps, as well as the installation of energy-efficient LED bulbs to yield a significant cost savings in lifetime operating and maintenance expenses. The project also included the installation of an uninterrupted power supply to improve the safety of the intersection by maintaining signal operation during power outages. The total cost of the project was \$1,230,828, with the Borough contributing 50% matching funds (\$615,415).



Services Provided By Gilmore & Associates, Inc.:

- Grant Application Preparation
- Engineer's Opinion of Probable Cost Estimates
- Preliminary Traffic Signal Design
- Final Traffic Signal Design

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**Project Location:**

Warrington Township
Bucks County, PA

Contract to Date:

\$2,250,000 (Transportation
Improvements)

\$12,000,000

(Land Design/Site Work)

Contact Information:

Formerly with Metro
Development
Jack K. Schneider, P.E.
267-642-6770
jack1515@aol.com

G&A Contact Information:

Amy B. Kaminski, P.E., PTOE
Transportation Services
Manager
akaminski@gilmore-assoc.com
215-345-4330

Tom Hanna, P.E., LEED® AP
Vice President - Land Design
thanna@gilmore-assoc.com

Sharon K. Dotts, P.E., C.P.E.S.C.
Project Manager
sdotts@gilmore-assoc.com

Easton Road/SR 611 Traffic Adaptive System Valley Gate/Penrose Tract

Metro Development proposed a significant mixed-use development along the Easton Road (SR-611) corridor in Warrington Township, Bucks County. The proposed development on two tracts with approximately 67 acres includes a 100 room hotel, 152,036 sf discount superstore, 40,000 sf of additional retail, and 81 units of residential apartments. Along with the civil and site work, Gilmore & Associates, Inc. provided all highway occupancy and traffic signal permitting with PennDOT. The project required widening along Easton Road, widening for two nearby intersections to provide for dedicated right turn lanes, along with the design, and construction of a Traffic Adaptive signal system for twelve intersections along the Easton Road corridor.

**Services Provided By Gilmore & Associates, Inc.:**

- Land Development
- Survey
- Geotechnical Services
- Transportation Engineering
- PennDOT Highway Occupancy Permitting
- Traffic Signal Permitting
- Traffic Adaptive Signal Permitting
- ADA Pedestrian Design and Improvements

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City of Philadelphia Traffic Signal Timing Initiative

The team of Gilmore & Associates, Inc., McMahon Associates, and KMJ Consulting, Inc., were selected and awarded a one year extension to provide services for the City of Philadelphia's Traffic Signal Retiming Initiative.

Retiming traffic signals is one of the most cost effective methods available to improve traffic flow, mitigate congestion, and reduce fuel emissions. The studies were performed by the team for the purpose of developing comprehensive traffic response operation plans of 22 selected signal corridors including 612 signalized intersections within the City of Philadelphia, leading to improved travel time for motorists.

Project Location:
Philadelphia, PA

Project Cost:
\$600,000

Contact Information:

Mr. Richard Montanez, P.E.
Chief Traffic and Street Lighting
Engineer
Philadelphia Streets
Department
215-686-5537

G&A Contact Information:

Amy B. Kaminski, P.E., PTOE
Transportation Services
Manager
akaminski@gilmore-assoc.com
215-345-4330



Services Provided By Gilmore & Associates, Inc.:

- Traffic Counts
- Field Data Collection
- Timing Analysis
- Before and After Travel Time & Delay Studies
- Revised System Permitting and Work Order Preparation

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ENGINEERING & CONSULTING SERVICES
BUILDING ON A FOUNDATION OF EXCELLENCE



TEVA Red Lion Road Signal Design

Project Location:
Philadelphia, PA

Project Cost:
\$1,500,000

Contact Information:
Gregory Rogerson, Principal
J.G. Petrucci Co.
171 State Route 173
Suite 201
Asbury, NJ 08802
908-730-6909

G&A Contact Information:
Amy B. Kaminski, P.E., PTOE
Transportation Services
Manager
akaminski@gilmore-assoc.com
215-345-4330

Gilmore & Associates, Inc. provided all services necessary for the upgrade of an existing nine (9) signal corridor in conjunction with the construction of a 1.7 million square foot warehousing and distribution center. Services provided included surveying of roadway for signal and ADA curb ramp designs, design of twenty-six (26) ADA complaint curb ramps, traffic signal design for the modernization of eight (8) traffic signals, creation of a traffic signal system plan, design of a fiber optic cable interconnect system for the coordination of all signals along the corridor, and construction administration including coordination of grant applications on behalf of the client.



Services Provided By Gilmore & Associates, Inc.:

- Survey
- Traffic Signal Design
- Signal System Interconnect
- ADA Curb Ramp Designs

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Meco Road & Sullivan Trail Traffic Signals

Gilmore & Associates, Inc. (G&A) provided full-service project management to Forks Township for the installation of a 4-way traffic signal and turning lanes in all directions at the Meco Road and Sullivan Trail intersection. G&A brought this project to fruition by using best practices creating a safe environment for motorists and pedestrians. Construction administration including coordination of and communication with government agencies on behalf of the Township led to smooth completion of this project.

Project Location:

Forks Township
Northampton County, PA

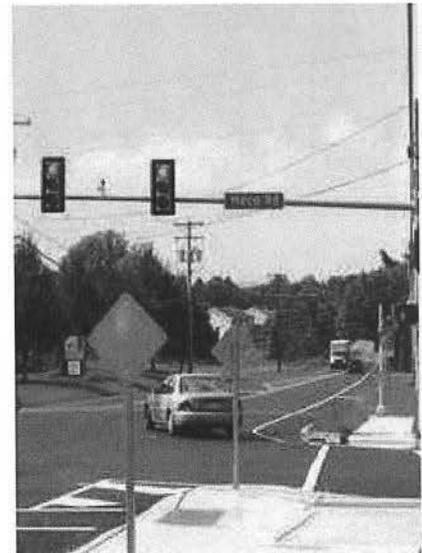


Contact Information:

John V. Cornell
Township Manager
Forks Township
1606 Sullivan Trail
Easton, PA 18040
jcornell@forkstownship.org
610-250-2251

G&A Contact Information:

Scott C. Muller, P.E., P.L.S.
Senior Executive Vice
President
smuller@gilmore-assoc.com
610-366-8064



Services Provided By Gilmore & Associates, Inc.:

- Transportation Engineering
- Construction Observation and Administration
- Surveying
- Government Agency Permitting

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Bakers Centre Transportation Services

Located on the original Tasty Baking Company production and warehouse site, the Bakers Centre commercial development revitalized 30 acres of vacant ground at Fox Street and Roberts Avenue. The project, anchored by Shop-Rite Supermarket, includes over 300,000 square feet of retail and service establishments. Gilmore & Associates, Inc. (G&A) provided transportation services including retiming and improving six traffic signals, design of a new signalized access, roadway widening, and pedestrian improvements.

Project Location:
Philadelphia, PA

Project Cost:
\$12,000,000

Contact Information:

Formerly with Metro
Development
Jack K. Schneider, P.E.
267-642-6770
jack1515@aol.com

G&A Contact Information:

Amy B. Kaminski, P.E., PTOE
Transportation Services
Manager
akaminski@gilmore-assoc.com
215-345-4330

Tom Hanna, P.E., LEED® AP
Vice President - Land Design
thanna@gilmore-assoc.com
215-345-4330



Services Provided By Gilmore & Associates, Inc.:

- Surveying
- Civil/Site Design and Land Development Approval/Project Permitting
- Geotechnical Services
- Transportation

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ENGINEERING & CONSULTING SERVICES
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Project Location:

Bristol Township
Bucks County, PA

Contact Information:

William J. McCauley III
Township Manager
Bristol Township
2501 Bath Road
Bristol, PA 19007
215-785-5884

G&A Contact Information:

Kurt Schroeder, P.E.
Municipal Services and
Business Development
Representative
kschroeder@gilmore-assoc.com
215.369.3955

Andrew T. McAdams, (TCIS-2)
Inspector-In-Charge
amcadams@gilmore-assoc.com
215-345-4330

Bristol Pike Streetscape - Phase I and II

Gilmore & Associates, Inc. has assisted Bristol Township with both phases of the US 13 Redevelopment Project.

The first phase included Construction Observation and Project Management services provided by G&A. This initial phase was made possible through the receipt of \$732,377 in a federally funded TIP project by a Transportation Enhancement (TE) Grant. The project included curb line adjustments, decorative sidewalk, decorative pavers, decorative streetlights, ADA ramps, storm sewer, a traffic calming island, and full mill and overlay between Newportville Road and Walnut Avenue.

G&A recently completed the design for Phase II - Croydon Section, between the Neshaminy Creek and Walnut Avenue. This project was made possible through the receipt of \$1 Million in a federally funded Transportation Alternatives Program (TAP) Grant. Design costs came in under budget which saved the Township funding, and much coordination was necessary with the affected property owners along the length of the project. All reviews and approvals required were completed through PennDOT and DVRPC. The project included new sidewalk, curbing, storm sewer, ADA ramps, pedestrian lighting, and a guiderail between Neshaminy Creek and Walnut Avenue.



Services Provided By Gilmore & Associates, Inc.:

- Construction Observation
- Project Management
- Survey
- Engineering Design
- Bid Package Creation

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Citywide ADA Curb Ramp Construction Project

Gilmore & Associates, Inc., in conjunction with CC Consulting and KMJ, Inc., provided three (3) full time inspectors to the City of Philadelphia in support of their Citywide ADA Curb Ramp Construction Project to provide construction inspection services for over 1,000 curb ramps. Services included construction inspection, compliance verification, and project documentation. Inspectors were required to be familiar with the design and construction regulations for accessible site facilities in accordance with current PennDOT, ADA, ADAAG, and ICC standards, as well as familiar with the City of Philadelphia's current standards of practice and requirements for ADA compliant curb ramp design and construction approval submissions.

Project Location:

Philadelphia, PA

Project Cost:

\$419,553

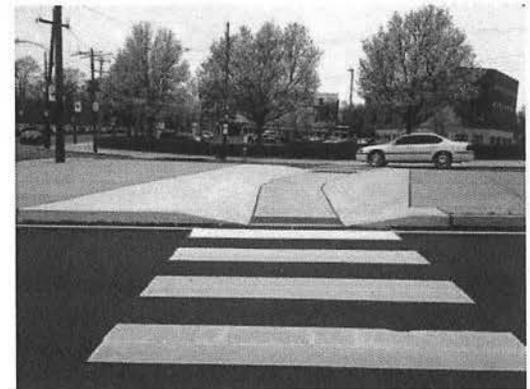
Contact Information:

Darin L. Gatti, P.E.
Chief Engineer
President, Board of Surveyors
City of Philadelphia Streets
Department - Surveys, Design,
& Construction Division
830 Municipal Services Building
1401 John F. Kennedy Blvd.
Philadelphia, PA 19102
215-686-5537

G&A Contact Information:

Shiny M. Mathew, P.E.
Project Manager
smathew@gilmore-assoc.com
215-687-4246

Michael D. Shinton, P.E.
Transportation Engineer
mshinton@gilmore-assoc.com
215-345-4330



Services Provided By Gilmore & Associates, Inc.:

- Construction Inspection
- Compliance Verification
- Project Documentation

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Project Location:

Horsham Township
Montgomery County, PA

Contact Information:

William T. Walker
Township Manager
Horsham Township
1025 Horsham Road
Horsham, PA 19044
215-643-3131

G&A Contact Information:

Amy B. Kaminski, P.E., PTOE
Transportation Services
Manager
akaminski@gilmore-assoc.com
215-345-4330

Horsham Township ACT 209

Following the requirements of Impact Fee Law (Act 209 of 1990), Gilmore & Associates, Inc. (G&A) prepared a Land Use Assumptions Report, Roadway Sufficiency Analysis, Capital Improvements Plan, and a draft of the Impact Fee Ordinance. G&A determined projected changes in land use throughout the Township, densities of residential development, intensities of non-residential development, and population growth rates that may affect the level of traffic within the given area(s). G&A also conducted manual traffic counts and automatic traffic recorder counts and determined the preferred level of service within the Township. This information provided the data necessary to determine an Impact Fee for the Township.



Services Provided By Gilmore & Associates, Inc.:

- Manual Turning Movement Counts
- Automatic Traffic Recorder Counts
- Capacity Analysis
- Meeting Coordination
- Impact Fee Ordinance



Rosedale Avenue Corridor Study

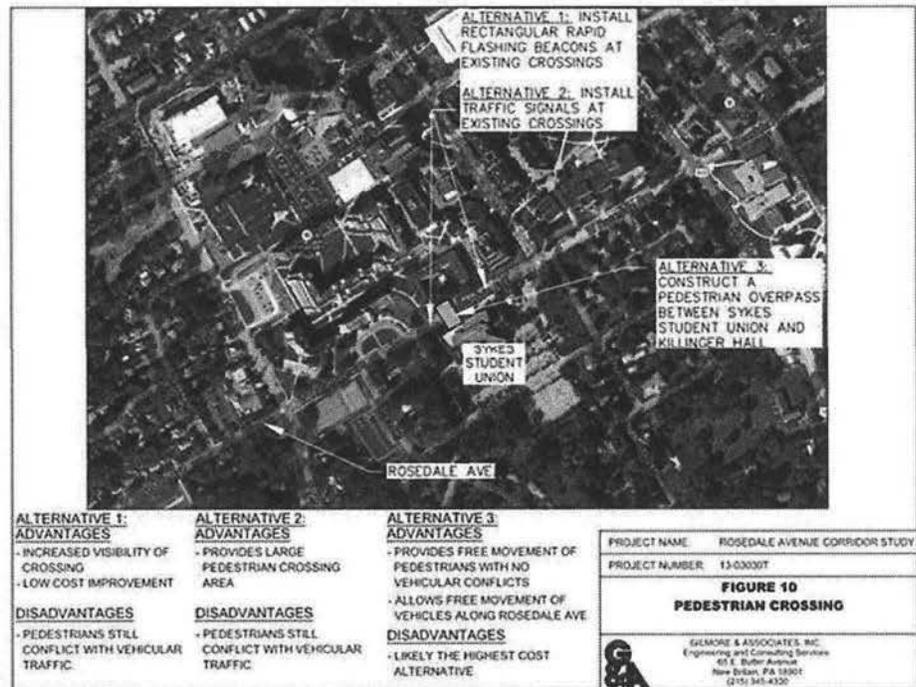
Gilmore & Associates, Inc. prepared various presentation materials and reports to West Goshen Township, the Borough of West Chester, and West Chester University analyzing the Rosedale Avenue Corridor. The study included 14 intersections and extended through 3 municipalities as well as along West Chester University. The multimodal transportation analysis considered intersection improvements (signalized and un-signalized), a campus pedestrian bridge, roadway realignment/extension, and a new connector road to relieve congestion and delays along Rosedale Avenue Corridor. The report included advantages and disadvantages along with the preliminary cost estimates associated with the different alternatives.

Project Location:

Borough of West Chester
Chester County, PA

Project Cost:

\$55,000



Contact Information:

Casey LaLonde
Township Manager
West Goshen Township
1025 Paoli Pike
West Chester, PA 19380
610-696-5266

G&A Contact Information:

Amy B. Kaminski, P.E., PTOE
Transportation Services
Manager
akaminski@gilmore-assoc.com
215-345-4330

Services Provided By Gilmore & Associates, Inc.:

- Transportation Analysis
- Intersection Analysis
- Alternative Roadway Improvement Analysis
- Pedestrian Improvements
- Engineer's Opinion of Probable Cost Estimates

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Collegeville Borough Main Street Revitalization Project

Gilmore & Associates, Inc. (G&A) prepared a comprehensive revitalization plan for Main Street in Collegeville Borough, to encourage safe driving speeds, improve street aesthetics, enhance the street environment for pedestrians, minimize conflicts between highway users (pedestrians, bicyclists, motorists), and increase the economic vitality of the community. With the support of local business owners, G&A established an unofficial private/public partnership within the community. The streetscape improvements of the project included installation of grass strips and new curbing to create a buffer between the roadway and the sidewalk; stamped concrete within the crosswalks; a gateway to Collegeville Borough to alert drivers they are entering a business district; street lighting and landscaping to increase pedestrian safety; refugee areas to separate pedestrians from vehicular traffic; and street traffic such as benches, trash receptacles bus shelters, and kiosks. G&A assisted the Borough in applying for funding through the Transportation Enhancement (TE) Program, in which the Borough was awarded \$679,526. The project also received funding through the Hometown Streets Program in the amount of \$522,950. In addition, G&A obtained funding for the Borough through the Department of Conservation and Natural Resources in the amount of \$20,000 for street tree installation and \$112,500 through the Department of Community and Economic Development (DCED) to fund the engineering required to complete the project.

Project Location:

Collegeville Borough
Montgomery County, PA

Project Cost:

\$1,334,976
(Design & Construction)

Contact Information:

Geoffrey D. Thompson
Borough Manager
Collegeville Borough
491 E. Main Street
Collegeville, PA 19426
610-489-9208

G&A Contact Information:

David N. Leh, P.E. Municipal
Services Manager
dleh@gilmore-assoc.com
610-489-4949



Services Provided By Gilmore & Associates, Inc.:

- Grant Funding Application Assistance and Administration
- Surveying and Mapping
- Database and GIS Presentation Documents
- Owner Representation
- Traffic Engineering Consulting
- Civil Engineering Design



New Hope Borough ADA Signalized Intersection Upgrades

Through Delaware River Joint Toll Bridge Commission grant funding, Gilmore & Associates, Inc. provided upgrades to the two signalized intersections in New Hope Borough, Bucks County. Project required coordination with Pennsylvania Department of Transportation for highway occupancy permitting, ADA review, and traffic signal permit plan modifications.

Project Location:

New Hope Borough
Bucks County, PA

Project Cost:

\$500,000

Contact Information:

John Burke
Borough Manager
New Hope Borough
123 New Street
New Hope, PA 18938
215-862-3347

G&A Contact Information:

Amy B. Kaminski, P.E., PTOE
Transportation Services
Manager
akaminski@gilmore-assoc.com
215-345-4330



BEFORE



AFTER

Services Provided By Gilmore & Associates, Inc.:

- Survey
- Traffic Signal Design
- Signal System Interconnect
- ADA Curb Ramp Designs

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**Project Location:**

Doylestown Borough
Bucks County, PA

Project Cost:

\$78,500

Contact Information:

John H. Davis
Borough Manager
Doylestown Borough
57 West Court Street
Doylestown, PA 18901
215-345-4140

G&A Contact Information:

Amy B. Kaminski, P.E., PTOE
Transportation Services
Manager
akaminski@gilmore-assoc.com
215-345-4330

Rectangular Rapid Flashing Beacon

This project was initiated by Doylestown Borough as a corridor study along South Main Street and included the potential to install a traffic signal at Main Street and Clemens Road. After the study was presented to Borough Council, the focus was altered to consider a traditional pedestrian flashing warning device; however, through additional information presented to council on the merits of the rectangular rapid flashing beacon (RRFB) over the traditional flashing warning device, the Borough decided to pursue a new pedestrian crossing with the rectangular rapid flashing beacon.

Gilmore & Associates, Inc. provided the corridor study, engineering, PennDOT highway occupancy permitting, and the flashing beacon permitting. The RRFB was a first installation for Bucks County and the design included the use of solar panels to operate the flashing device and involved a pedestrian activated push button on either side of the street without the traditional hard wire installation. Radio frequency was used to activate the signals from either side of the roadway and allowed the construction of the signal without installing conduit in the roadway.

**Services Provided By Gilmore & Associates, Inc.:**

- Civil Engineering
- Specifications
- PennDOT HOP and Flashing Beacon Permitting
- Construction Management Services

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Warminster Township Road Program

Gilmore & Associates, Inc. (G&A) provides planning, curb ramp design, grant assistance, contract administration and management, survey, and construction observation services for Warminster Township's annual Road Program. Curb ramps are designed to comply to the greatest extent feasible with the latest PennDOT and ADA requirements. The scope of construction work consists of roadway milling, asphalt overlay, and curb ramps. Since local, state, and federal funds are used to fund the Road Program, G&A is well versed in providing the required bidding, contract, construction, and tracking documents for multiple funding sources. The Road Program has also involved multiple municipalities which have been managed by G&A in accordance with project specific inter-governmental agreements.

Project Location:

Warminster Township Bucks County, PA

Project Cost:

\$475,000
(Annually)

Contact Information:

Gregg Schuster
Township Manager
Warminster Township
401 Gibson Avenue
Warminster, PA 18974
215-443-5414

G&A Contact Information:

Karen M. MacNair, P.E.
Project Manager
kmacnair@gilmore-assoc.com
215-345-4330



Services Provided By Gilmore & Associates, Inc.:

- Preparation of Project Scope and Specifications
- Survey
- Curb Ramp Design
- Contract Administration and Management
- Funding Coordination/Administration
- Construction Administration

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Bristol Borough Road Program

For this project, representatives of Gilmore & Associates, Inc. planned, designed, procured, and oversaw all roadway reconstruction, resurfacing, and restoration of over 80% of all roadways owned by Bristol Borough. Work was completed under a single construction contract for slightly less than \$2 million. The project was completed from conception to completion within one calendar year.

Project Location:

Bristol Borough
Bucks County, PA

Project Cost:

\$2 Million

Contact Information:

James Dillon, Manager
Bristol Borough
250 Pond Street
Bristol, PA 19007-4937
215-788-3636

G&A Contact Information:

Kurt Schroeder, P.E.
Municipal Services and Business
Development Representative
kschroeder@gilmore-assoc.com
215-369-3955



Services Provided By Gilmore & Associates, Inc.:

- Complete Roadway Inventory of Borough Roads
- Comprehensive Analysis of Roadway Conditions
- Recommendations of Repairs, Cost Projections, Presentations to Borough Council and Borough Residents
- Bid Package & Construction Contract Document Preparation
- Construction Administration
- Construction Observation/Testing
- Liquid Fuels Coordination

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Bristol Township Road Paving Project

Bristol Township's 2012-2016 Road Program consisted of milling, asphalt overlay, road base repair, leveling, line striping, and storm sewer improvements. Road work was performed on 475 roadways equating to 114.49 miles.

Project Location:

Bristol Township
Bucks County, PA

Project Cost:

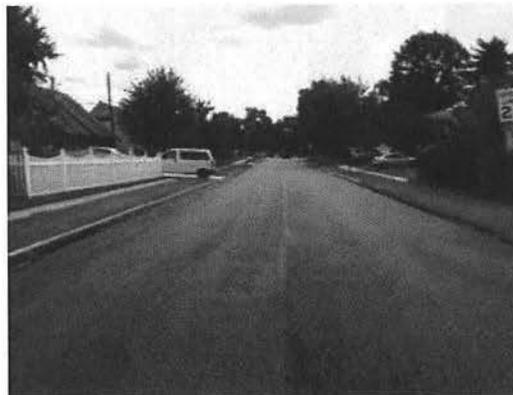
\$15M

Contact Information:

William J. McCauley III
Township Manager
Bristol Township
2501 Bath Road
Bristol, PA 19007
215-785-0500

G&A Contact Information:

Kurt Schroeder, P.E.
Municipal Services and Business
Development Representative
kschroeder@gilmore-assoc.com
215-369-3955



Services Provided By Gilmore & Associates, Inc.:

- Design
- Construction Administration
- Construction Observation

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SECTION 3 PROFESSIONAL SERVICES STAFF



With Gilmore & Associates, Inc., Radnor Township will receive comprehensive municipal planning and engineering services to complete any project on time and under budget. Our staff understands and successfully balances the technical aspects, regulatory, financial, and public relation issues necessary to the success of complex projects involving interaction with municipal officials and the community at large.

TEAM QUALIFICATIONS

We are pleased to present the following key professional staff members to serve Radnor Township. The individuals listed below are thoroughly familiar with and experienced in serving municipalities like Radnor Township. They are knowledgeable of engineering standards and practices, state laws, and regulations in Pennsylvania and the Pennsylvania Municipalities Planning Code.

Professional Resumes of the listed staff members can be found on the following pages.

- **Amy B. Kaminski, P.E., PTOE - Principal III** - Municipal Contact; Appointed Traffic/Transportation Engineer
- **Damon A. Drummond, P.E., PTOE - Consulting Professional V** - Assistant Traffic/Transportation Engineer
- **Joseph F. Carlin, P.E. - Principal I** - Roadway and Highway Design Engineer: HOP/Roadway design, ADA design, highway engineering duties
- **Kristin M. Norwood, P.E. - Consulting Professional V** - Traffic/Transportation Engineer: Assist on transportation studies and designs, grant submissions
- **Matthew E. Shinton, E.I.T. - Consulting Professional III** - Transportation Designer, Liquid Fuels Coordination, Traffic Signal Design, assist on transportation studies, CAD designer for HOP, roadway design/ADA improvements
- **Leslie A. Salsbury E.I.T. - Consulting Professional I** - Transportation Designer Traffic Signal Design, assist on transportation studies, CAD designer for HOP, roadway design/ADA improvements
- **Susan Lombardi - Project Assistant**



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

Ms. Kaminski has 21 years' experience in various aspects of traffic engineering and transportation planning. She has extensive experience in designing coordinating and modifying traffic signals, multi-intersection traffic systems, adding pedestrian movement, and designing various flashing warning devices, including rectangular rapid flashing beacons. Ms. Kaminski is the Transportation Services Manager overseeing all office and field activities of the Department. She is responsible for the preparation of corridor safety studies, traffic impact studies, and traffic operation studies, highway occupancy permitting plans, land development plans, and construction detour plans. Ms. Kaminski is also experienced in the development and implementation of numerous traffic calming plans and municipal-wide transportation evaluations. She has testified as an expert witness in the field of transportation and has represented both municipal clients and land development clients in this capacity.



Areas of Expertise

Traffic Engineering
Transportation Planning
Traffic Calming Plans
Traffic Signal Design

Education

Bachelor of Science
Civil Engineering
Michigan State University

Registrations/Certification

Professional Engineer - PA, NJ
Professional Traffic
Operations Engineer
National Licensure

Affiliations

Institute of Transportation
Engineers (ITE)
Mid-Atlantic Institute of
Transportation Engineers
(MASITE) - Technical
Committee
Women in Transportation
Services (WTS) - Active in
International and
Philadelphia Chapters
Intelligent Transportation
Society of Pennsylvania
(ITS PA)

Contact Information

akaminski@gilmore-assoc.com
215-345-4330

Select Project Experience

Traffic Engineering Services - Richland, Newtown, Lower Makefield, Warminster, Radnor, New Britain, Horsham, East Bradford, Douglass, Middle Smithfield, West Goshen and Upper Hanover Townships and Doylestown, New Hope, Tullytown, Hanover Township, Bristol, Hatboro, Media, Pottstown, Schwenksville, Trappe, and West Chester Boroughs

Ms. Kaminski serves in the capacity as the Municipal Traffic Engineer for the townships and boroughs listed above. Responsibilities include oversight and review of developers' plans within the municipality with respect to the design of roadway systems and impact of traffic upon municipal infrastructure. Her duties include representation of the municipality at supervisor/council meetings, planning commission meetings and interaction with PennDOT on all Transportation related issues within the municipality. Additional duties include transportation and traffic engineering for various projects including traffic signals; timings, upgrades, and system timing plans; traffic calming, roadway design, ADA improvements, traffic studies including speed and crash analysis for roadway segments and intersection and traffic control analysis; and updating ACT 209 studies for various municipalities.

Land Development Transportation Engineer

Ms. Kaminski coordinates with the developer, municipality, and Pennsylvania Department of Transportation on land development projects. She prepares Transportation/Traffic Impact Analysis/Study, as well as, prepares and coordinates on Highway Occupancy Permitting application process for development on state-owned highways. Ms. Kaminski also designs and coordinates traffic signal permitting with both PennDOT and the City of Philadelphia for various projects.

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

City of Philadelphia Signal Timing Initiative, Open Ended Contract - City of Philadelphia, Philadelphia County, PA

Ms. Kaminski was responsible for the revised timing of various coordinated corridor signalized intersections as part of the City of Philadelphia Signal Timing Initiative Open Ended Contract. Details include the use of Bluetooth technology to obtain corridor travel time runs, obtaining manual turning movement counts, performing before and after time studies to quantify corridor timing improvements.

Areas of Expertise

Traffic Engineering
Transportation Planning
Traffic Calming Plans
Traffic Signal Design

Education

Bachelor of Science
Civil Engineering
Michigan State University

Registrations/Certification

Professional Engineer - PA, NJ
Professional Traffic
Operations Engineer
National Licensure

Affiliations

Institute of Transportation
Engineers (ITE)
Mid-Atlantic Institute of
Transportation Engineers
(MASITE) - Technical
Committee

Women in Transportation
Services (WTS) - Active in
International and
Philadelphia Chapters

Intelligent Transportation
Society of Pennsylvania
(ITS PA)

Contact Information

akaminski@gilmore-assoc.com
215-345-4330

gilmore-assoc.com

Traffic Calming Projects: Richland, New Britain and Warminster Township, Bucks County, PA; and Doylestown Borough, Bucks County, PA; Central Bucks East High School, Holicong Road Traffic Calming, Buckingham Township, Bucks County, PA; and Radnor Township, Delaware County, PA

Ms. Kaminski is responsible for traffic analysis (speed, crash records, and existing field conditions), design and construction of site specific traffic calming elements including chicanes, pedestrian/speed tables, split island/median treatments, roundabouts, access control, gateway treatments, speed cushions, speed humps, rumble strips and other surface treatments, lane narrowing/bicycle lanes for various private and municipal clients.

****Various Traffic Signal System Plans (Development and Maintenance)**

Ms. Kaminski is responsible for the design of signalized intersections as part of the S.R. 1058 Hatfield Connector Project; Development of the S.R. 611 Easton Road Corridor, Quakertown Closed Loop System and Phoenixville S.R. 23 Closed Loop System and maintenance of Warminster Township's three Closed Loop Systems (York Road/S.R. 263, Street Road/S.R. 132 and County Line Road/S.R. 2038).

Traffic Adaptive System: Warrington Township, PA

Ms. Kaminski prepared permit plans, system plans, and construction plans for implementation of a Traffic Adaptive System plan on Easton Road (S.R. 611) in Warrington Township, Bucks County from County Line Road (S.R. 2038) to Bristol Road (S.R. 2025).

Expert Witness

Ms. Kaminski has been an expert witness for various municipal clients in capacity of appointed Transportation Engineer (Conditional and Zoning Hearings) along with private developers including conditional use hearing for Central Bucks School District - Cayuga School Bus Yard in New Britain Borough, Bucks County, PA and Penguin Hearing in East Caln Township, Chester County, PA and private testimony/consulting for Narberth Borough, Montgomery County.

** Denotes projects completed with previous employer(s)

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Damon A. Drummond, P.E., PTOE
Senior Transportation Engineer



Areas of Expertise

Traffic Engineering
Highway Engineering
Transportation Planning
Right-of-Way Plans

Education

Bachelor of Science
Civil Engineering
University of Delaware

Registrations/Certification

Professional Engineer - PA
Professional Traffic Operation
Engineer

Affiliations

Institution of Transportation
Engineers

Mid-Atlantic Institute of
Transportation Engineers
(MASITE) - Active Chapter
Member

The Partnership of
Transportation Management
Association of Montgomery
County

Contact Information

ddrummond@gilmore-assoc.com
215-345-4330

gilmore-assoc.com

Mr. Drummond has 16 years' experience in various traffic engineering, highway engineering, and transportation planning projects for state, municipal, and private clients in Pennsylvania, New Jersey, Maryland, and New York. He has prepared a variety of plans for highway related projects including roadway plans, traffic control plans, signage and pavement marking plans, and right-of-way plans. Mr. Drummond has conducted traffic engineering projects such as traffic impact studies, intersection designs, highway occupancy plan sets, traffic signal designs, and traffic signal system plans for permitting by the Pennsylvania Department of Transportation. Throughout his career, he has served several municipalities in Pennsylvania by preparing reviews for various transportation projects such as traffic impact studies, traffic signal plans, and land development plans. He has been recognized as an expert witness and provided testimony in front of various hearing boards.

Select Project Experience

Rosedale Corridor Study - West Goshen Township, Borough of West Chester, and East Bradford, Chester County, PA

Mr. Drummond prepared various presentation materials and reports for West Goshen Township, the Borough of Chester, and West Chester University analyzing the Rosedale Avenue Corridor. The study included 14 intersections and extended through 3 municipalities as well as thru West Chester University. The multimodal transportation analysis considered intersection improvements (signalized and un-signalized), a campus pedestrian bridge, roadway realignment/extension, and a new connector road to relieve congestion and delays along Rosedale Avenue Corridor. The report included advantages and disadvantages along with the preliminary cost estimates associated with the different alternatives.

**Main Street and Perkiomen Avenue, Schwenksville Borough,
Montgomery County, PA**

Located along Route 29, the project included modifications to the horizontal geometry to provide safer on-street parking alternatives in Schwenksville, PA, from Perkiomen Avenue to Route 73. Mr. Drummond was responsible for assisting with the pavement and signage design along with modifications to the traffic signals.

****SR 0737 01B - Greenwich Township, Berks County, PA**

This project consisted of Design/Build of a full structure replacement of a single-span reinforced concrete T-beam superstructure on reinforced concrete cantilever abutments, and other miscellaneous construction. Mr. Drummond was responsible for preparing conceptual right-of-way, Signing and Pavement Marking, and Traffic Control Plans for a Design/Build project. He was also responsible for providing reviews of the final design plans on behalf of PennDOT District 5-0.

GILMORE & ASSOCIATES, INC.
ENGINEERING & CONSULTING SERVICES
BUILDING ON A FOUNDATION OF EXCELLENCE



Damon A. Drummond, P.E., PTOE
Senior Transportation Engineer

Areas of Expertise

Traffic Engineering
Highway Engineering
Transportation Planning
Right-of-Way Plans

Education

Bachelor of Science
Civil Engineering
University of Delaware

Registrations/Certification

Professional Engineer - PA
Professional Traffic Operation
Engineer

Affiliations

Institution of Transportation
Engineers

Mid-Atlantic Institute of
Transportation Engineers
(MASITE) - Active Chapter
Member

The Partnership of
Transportation Management
Association of Montgomery
County

Contact Information

ddrummond@gilmore-assoc.com
215-345-4330

gilmore-assoc.com

****Interstate 78, Section 12M - Greenwich Township, Lehigh County, PA**

This project was located along I-78 from the Lehigh County line to Maiden Creek Bridge for approximately 8 miles in Greenwich Township, PA. The project consisted of the reconstruction/rehabilitation of I-78, bridge replacement including 16 structures and 3 overpass structures, installation of truck climbing lanes and reconfiguration of the SR 737 interchange. Mr. Drummond was responsible for preparing engineering documents including Truck Climbing Lane Analysis, Safety Review, and preparing preliminary plans for Roadway Construction, right-of-way, Signing and Pavement Marking, and Traffic Control Plans.

****SR 0033 Section 006 - Wind Gap Borough & Plainfield Township, Northampton County, PA**

This Design/ Build project consisted of the rehabilitation of the SR 0033 / SR 0512 interchange (all ramps). SR 0033 was milled and overlaid and the median area was paved and median barrier installed. One permanent traffic signal was installed on SR 0512 at SR 1001/Ramps G and H and a fiber-optic interconnect was installed along SR 0512. Mr. Drummond was responsible for preparing the Pedestrian Study, Traffic Management Plan and Incident Management plans reports. In addition, he was also responsible for preparing the Roadway Construction plans, right-of-way plans, Signing and Pavement Marking plans, Traffic Signal Plans and Traffic Signal Interconnect Plan.

****SR 0307 Sections 770 & 771 - Tunkhannock Township, Wyoming County, PA**

This project consisted of the replacement of two existing one-span bridges. Other roadway approach work included installation of guiderail, full depth bituminous pavement, excavation, drainage, temporary concrete barrier, landscaping, erosion & sediment control measures, temporary traffic control, temporary traffic signals, pavement markings and signing, bridge removal, temporary excavation & support, sanitary sewer relocation and other miscellaneous construction all contained within an overall project length of 0.227 mile (1200 linear feet). Mr. Drummond was responsible for preparing final plans of roadway construction, right-of-way, Signing and Pavement Marking, and Traffic Control. The traffic control included temporary traffic signals for two-way alternating operation along one travel lane.

* Denotes projects completed with previous employer(s)

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Joseph F. Carlin, P.E.
Senior Transportation Engineer

Mr. Carlin has 18 years' experience primarily concentrating on roadway design. He has experience with PennDOT preliminary and final design packages, highway occupancy permit plans, Pennsylvania Turnpike Commission preliminary and final design packages, maintenance and protection of traffic plans, traffic signal plans, roadway drainage, geometric design, preparation of bid packages, and roundabout design. Additionally, he has performed traffic counts, sight distance inspections, construction inspection, speed studies, and feasibility studies. Mr. Carlin is proficient with Autodesk Land Desktop, Civil 3D, MicroStation, InRoads, and Hydraflow Storm Sewer.



Areas of Expertise

Roadway Design
Permitting
Right-of-Way
Drainage Design

Education

Bachelor of Science
Civil Engineering
Drexel University

Registrations/Certification

Professional Engineer - PA, DE

Affiliations

Member, American Society of
Civil Engineers

Contact Information

jcarlin@gilmore-assoc.com
215-345-4330

Select Project Experience

Main Street Parking Revisions - Schwenksville, Montgomery County, PA

Mr. Carlin was responsible for the horizontal and vertical geometry for the widening of SR29 in order to provide safer on street parking alternatives in Schwenksville, PA from Perkiomen Avenue to SR73. This project was designed through the Highway Occupancy Permit Process. Mr. Carlin was further responsible for the geometric design grading and drainage calculations, as well as the signing and striping of SR29.

Bridges #69 and #259 Rehabilitation - Norristown, Montgomery County, PA

Mr. Carlin provided design services for the approach guiderail, signing, and traffic control during construction for the rehabilitation of Montgomery County Bridges #69 and #259.

Concept Plan 398 N. Lewis Road - Limerick Township, Montgomery County, PA

Mr. Carlin provided roadway design and Highway Occupancy Permit work for this land development project. He was responsible for the design and grading of the access drive, minor roadway widening, signing, striping, grading and drainage, as well as the design of sidewalk and ADA accessible ramps.

Germantown Avenue Streetscape, Department of Streets - Philadelphia, PA

The Germantown Avenue Streetscape Project was part of the ReStore Philadelphia Corridors Program, along Germantown Avenue from West Cumberland Street to West Cambria Street. Mr. Carlin was responsible for the design of improvements, including the replacement of existing curb and sidewalk, modification of the pedestrian walkway to meet ADA requirements, addition of ADA curb ramps, accommodation of transit facilities, and the introduction of streetscape elements such as planters, lighting, bicycle racks, and "Big Belly" trash receptacles.

GILMORE & ASSOCIATES, INC.
ENGINEERING & CONSULTING SERVICES

BUILDING ON A FOUNDATION OF EXCELLENCE



Areas of Expertise

Roadway Design
Permitting
Right-of-Way
Drainage Design

Education

Bachelor of Science
Civil Engineering
Drexel University

Registrations/Certification

Professional Engineer - PA, DE

Affiliations

Member, American Society of
Civil Engineers

Contact Information

jcarlin@gilmore-assoc.com
215-345-4330

gilmore-assoc.com

Joseph F. Carlin, P.E. Senior Transportation Engineer

****Pennsylvania Turnpike, Eastern Widening Section E - Bristol, PA**

Mr. Carlin was responsible for taking the design aspects of the project from Preliminary to Final Design and also had a role in the preparation of the PS&E package. This work included accommodating major changes to the scope due to changes in the phasing of the overall design. This work also included the creation of Right-of-Way plans, the preliminary phasing of the interchange construction including coordination of the removal of the existing PTC tolls and the installation of the new DRPA tolls in a manner which would allow for continuous toll collection. Mr. Carlin was further responsible for the preliminary design of improvements on Bristol Pike in order to remove the existing turnpike ramp overpass and replace with an at grade intersection. This project involved extensive coordination with sub-consultants and team members including the coordination of the roadway approach, parapet protection, and construction phasing with multiple interstate structures.

****PennDOT Highway Occupancy Permit Reviews - District 6-0**

Mr. Carlin performed reviews of Highway Occupancy Permit Applications submitted to PennDOT District 6-0. Plans and checked reports for accuracy as well as to ensure compliance with acceptable design standards.

**** Station Road and Old Bethlehem Pike Roundabout Improvements, Quakertown, PA**

Mr. Carlin was responsible for the design and construction management of geometric, pavement marking and signing changes to an existing roundabout. This work included modifications to the approach and radial geometry, channelizing islands, edge treatments, pavement markings, and advance signing to an existing roundabout that was experiencing a significant amount of minor accidents as well as vehicles striking features adjacent to the roadway.

****Interstate 95, ITB**

Mr. Carlin was responsible for the maintenance and protection of traffic and utility coordination for the installation of variable message signs, closed circuit televisions, and EZ-Pass card readers for approximately 20 miles of I-95 and the Vine Street Expressway.

****League Island Boulevard Improvements - Philadelphia, PA**

Mr. Carlin was responsible for the design of improvements to League Island Boulevard between South Broad Street and South 11th Street. Improvements under this project included re-grading of the roadway, median alterations, new curb and sidewalk, ADA accessible curb ramps, traffic calming measures, relocation of the vehicular gate and guardhouse, and vehicular access to new construction in this corridor.

****Denotes projects completed with previous employer(s)**

GILMORE & ASSOCIATES, INC.
ENGINEERING & CONSULTING SERVICES
BUILDING ON A FOUNDATION OF EXCELLENCE



Areas of Expertise

Signal Design/Roadway
Access Design

Traffic Signal Permit Plans

Work Zone/Traffic Control
Plans

Traffic Impact Studies

Education

Master of Science
Civil Engineering
Villanova University

Bachelor of Science
Civil Engineering
Villanova University

Registrations/Certification

Professional Engineer - PA,
MD

Affiliations

Pennsylvania Society of
Professional Engineers, Past
President (Valley Forge
Chapter)

Institute of Transportation
Engineers, Mid-Atlantic
Section

Contact Information

knorwood@gilmore-assoc.com
610-489-4949

gilmore-assoc.com

Kristin M. Norwood, P.E. **Senior Transportation Engineer**

Ms. Norwood has 22 years' experience in various aspects of traffic engineering and transportation planning. She prepares traffic impact studies, and provides signal design and roadway/access design. Ms. Norwood is responsible for the review of roadway plans, traffic signal permit plans, land development plans, construction detour plans, and work zone and traffic control plans. She also has experience in traffic calming projects.



Select Project Experience

Comprehensive Cross Keys Transportation Evaluation - Doylestown Borough, Plumstead, Buckingham and Doylestown Townships, Bucks County, PA

Ms. Norwood conducted a comprehensive transportation evaluation of several intersections along two corridors within the "Cross Keys" area that encompasses part of Doylestown Borough, Doylestown Township, Buckingham Township, and Plumstead Township. The County of Bucks requested an analysis of congested intersections along Swamp Road (S.R. 313) and North Easton Road/North Main Street (S.R. 1001) and identification of improvements to alleviate the congestion along the corridors. Her responsibilities included a safety analysis, level of service analysis, pedestrian/bicycle facility inventory, and recommendations for potential improvements. The study also included an analysis of a potential connector road from North Easton Road to Old Easton Road to divert some of the traffic away from congestion on Swamp Road.

Valley Gate/Penrose Tract Traffic Impact Study - Warrington Township, Bucks County, PA

Ms. Norwood prepared a traffic impact study and due diligence report for this commercial development. Her responsibilities included trip generation and distribution analysis, level of service analysis, safety analysis, and determination of mitigation measures for impacted roadways surrounding the site. Ms. Norwood also assisted in preparing Highway Occupancy Permit plans. Her duties included plan preparation oversight, electronic submission of the permit documents, and coordination meetings with PennDOT, the client, and Township representatives. Additionally, Ms. Norwood prepared an Alternative Transportation Plan (ATP) report that was necessary due to several of the improvements being identified as infeasible to construct. A traffic adaptive system was implemented along the S.R. 0611 corridor, based on Ms. Norwood's ATP plan.

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ENGINEERING & CONSULTING SERVICES
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Kristin M. Norwood, P.E.
Senior Transportation Engineer

Areas of Expertise

Signal Design/Roadway
Access Design

Traffic Signal Permit Plans

Work Zone/Traffic Control
Plans

Traffic Impact Studies

Education

Master of Science
Civil Engineering
Villanova University

Bachelor of Science
Civil Engineering
Villanova University

Registrations/Certification

Professional Engineer - PA,
MD

Affiliations

Pennsylvania Society of
Professional Engineers, Past
President (Valley Forge
Chapter)

Institute of Transportation
Engineers, Mid-Atlantic
Section

Contact Information

knorwood@gilmore-assoc.com
610-489-4949

gilmore-assoc.com

St. Mary Medical Center - Middletown Township, Bucks County, PA

Ms. Norwood prepared a traffic impact study for the expansion of a medical center. Her responsibilities included assessing the feasibility of traffic calming design aspects, such as a potential on-site roundabout. Once the traffic impacts were identified, Ms. Norwood prepared plans to apply for a highway occupancy permit to construct the site driveway and off-site improvements. Her responsibilities included plan preparation oversight, electronic submission of the permit documents, and coordination with PennDOT, the client, and Township representatives. Ms. Norwood also assisted with community outreach to acquire resident feedback on the design.

Tawanka Elementary Traffic Impact Assessment - Lower Southampton Township, Bucks County, PA

Ms. Norwood prepared a traffic study for a proposed redevelopment of an existing school site to accommodate additional students due to the merger of several elementary schools within the Neshaminy School District. Preparation of the study included trip generation/distribution, a level of service analysis and recommendations for roadway improvements associated with the redevelopment. Her duties included report preparation as well as attendance at coordination meetings with the client and Township representatives.

Rosedale Avenue Corridor Study - Borough of West Chester, Chester County, PA

Ms. Norwood prepared a feasibility study for traffic and pedestrian improvements along Rosedale Avenue near the West Chester University campus. Her responsibilities included performing a level of service analysis, a pedestrian analysis, and providing recommendations for potential safety improvements along the corridor.

Grant Application Services - Various Municipalities, PA

Ms. Norwood has prepared successful grant applications for municipalities to obtain transportation improvement funding from various sources, including PennDOT's Green Light-Go Program and Automated Red Light Enforcement (ARLE) and DCED and PennDOT Multimodal Transportation Fund (MTF) Grant Programs. The preparation of the grant applications included an online application process, coordination with PennDOT and municipal representatives, and preparation of cost estimates for the work to be included in each grant.

Traffic Calming Experience

Ms. Norwood has been responsible for reviewing site-specific traffic calming elements including chicanes, pedestrian and speed tables, split island and median treatments, roundabouts, access control, gateway treatments, speed cushions, speed humps, rumble strips and other surface treatments, along with lane narrowing and bicycle lanes.

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Matthew E. Shinton, E.I.T.
Transportation Technician

Mr. Shinton has 5 years' experience in various traffic, transportation, and land development projects, such as the design of public and private projects relating to roadway improvements, traffic impact studies, traffic signal design and modification, ADA compliant curb ramp design and review of private projects on behalf of municipal clients. His responsibilities include development of highway occupancy permits and preparation of bid packages. Mr. Shinton is well versed in traffic and roadway design topics including transportation planning and design, Synchro analysis, roadway geometry, and traffic signal design and modifications.



Areas of Expertise

Roadway Improvements

Traffic Signal Design

ADA Compliance

Pedestrian Facility Design

Contract Administration

Education

Bachelor of Science

Civil Engineering

Drexel University

Registrations/Certification

Engineer-In-Training - PA

Affiliations

American Society of Highway
Engineers (ASHE)

Mid-Atlantic Institute of
Transportation Engineers
(MASITE) - Active Chapter
Member

Contact Information

meshinton@gilmore-assoc.com

215-345-4330

gilmore-assoc.com

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Matthew E. Shinton, E.I.T.
Transportation Technician

Witmer Road Pedestrian Crossing - Horsham Township, Montgomery County, PA

Mr. Shinton assisted in coordination with PennDOT for approval of a Rectangular Rapid Flashing Beacon for a multi-use trail crossing. Mr. Shinton also prepared bid documents, assisted with bid administration as well as construction administration including but not limited to pre-construction meetings, signal inspections, contractor submittal review, and coordination between the contractor, PennDOT, and the client.

Areas of Expertise

Roadway Improvements

Traffic Signal Design

ADA Compliance

Pedestrian Facility Design

Contract Administration

Education

Bachelor of Science

Civil Engineering

Drexel University

Registrations/Certification

Engineer-In-Training - PA

Affiliations

American Society of Highway
Engineers (ASHE)

Mid-Atlantic Institute of
Transportation Engineers
(MASITE) - Active Chapter
Member

Contact Information

meshinton@gilmore-assoc.com
215-345-4330

**** PennDOT District 6-0 projects - City of Philadelphia, PA**

Mr. Shinton assisted in the design and approval of over 1,000 ADA curb ramps as part of Philadelphia Water Department Surface Treatment (ST) projects, City of Philadelphia Surface Treatment project, PennDOT Resurfacing, Restoration and Rehabilitation (3R) projects with PennDOT District 6-0.

**** CH1 Chestnut Street Bridge Replacement Traffic Management - Philadelphia, PA**

Mr. Shinton assisted with the development of the Traffic Management Plan and Maintenance and Protection of Traffic for the reconstruction of the Chestnut Street Bridge over the Schuylkill River in the City of Philadelphia. Mr. Shinton's responsibilities included the development of detour plans, analysis of future traffic conditions through the use of Synchro analysis, coordination with PennDOT and the City of Philadelphia and development of Maintenance and Protection of Traffic plans.

**** Bustleton Avenue North Traffic Signal Upgrades - Philadelphia, PA**

Mr. Shinton assisted with the design of 25 intersections along the Bustleton Avenue corridor in the City of Philadelphia as part of a Transportation Investment Generating Economic Recovery (TIGER) project. The TIGER project included geometry modifications to three intersections, approach widening at one intersection and the modernization of all intersections with fiber optic interconnection throughout the corridor. Mr. Shinton's responsibilities included the development of signal construction plans, roadway plans and signal system plans for major engineering submissions as well as field data collection.

**Denotes projects completed with previous employer(s)



Leslie A. Salsbury, E.I.T.
Transportation Technician

Ms. Salsbury's experience in traffic and transportation projects include transportation impact studies, transportation review of land development projects for municipal clients, preparation of detour plans, and traffic signal design. Ms. Salsbury also has experience overseeing special structural inspections as well as drafting construction and reinforcement drawings.



Areas of Expertise

Transportation Impact Studies

Transportation Review of
Land Development Projects

Detour Plans and Traffic Signal
Design

Education

Bachelor of Science
Civil Engineering
The College of New Jersey

Registrations/Certification

Engineer-in-Training

Contact Information

lsalsbury@gilmore-assoc.com
215-345-4330

Select Project Experience

Municipal Traffic Engineering Services - Radnor, Richland, and Warminster Townships, PA

Ms. Salsbury assists with traffic engineering services to various Townships and Boroughs through G&A's appointment as Municipal Engineer or Municipal Traffic Engineer. Ms. Salsbury provides review services for land development submissions and municipal funded transportation improvements.

Cross Keys Transportation Evaluation - Doylestown Borough, Doylestown Township, Buckingham Township, and Plumstead Township, Bucks County, PA

The County of Bucks requested an analysis of several intersections along two corridors within the "Cross Keys" area that encompasses four municipalities. The study area included industrial, retail, office, and commercial uses located adjacent to several major collector roadways. The County requested an analysis to include the identification of improvements to alleviate the congestion within the corridor including roadway improvements, signal retiming, signal coordination, and a possible new connector road. Ms. Salsbury assisted on the transportation impact study which included manipulating the Synchro data into level of service and peak hour traffic volume graphics for the report, as well as preparing collision diagrams for all of the studied intersections.

Dietz Tract Re-Zoning Analysis - Richland Township, Bucks County, PA

This analysis included 8 intersections in the Richland Marketplace vicinity located near the congested West End Boulevard/Route 309 Corridor and West Pumping Station Road. The applicant proposed a 297 unit residential development and a study was performed to determine the impact rezoning would have on the roadway network. Ms. Salsbury assisted on various aspects of the transportation impact study including trip generation, distribution, trip assignment, and capacity analysis. In addition, Ms. Salsbury assisted in preparing the report summary of findings for consideration by the Board of Supervisors.

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ENGINEERING & CONSULTING SERVICES
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Leslie A. Salsbury, E.I.T.
Transportation Technician

**Easton Road (SR 0611) Traffic Adaptive System - Warrington Township,
Bucks County, PA**

A private developer's offsite improvements included the installation of a 16 intersections Traffic Adaptive System and signalized intersection improvements to relieve congestion and delays along the Easton Road Corridor. Ms. Salsbury assisted in the traffic signal inspections and prepared as-built plans.

Areas of Expertise

Transportation Impact Studies

Transportation Review of
Land Development Projects

Detour Plans and Traffic Signal
Design

Education

Bachelor of Science
Civil Engineering
The College of New Jersey

Registrations/Certification

Engineer-in-Training

Contact Information

lsalsbury@gilmore-assoc.com
215-345-4330

Pottstown Safe Routes to School - Pottstown Borough, Montgomery County, PA

The scope of this project included improving pedestrian safety by enhancing pedestrian access and visibility along pedestrian routes to/from Rupert Elementary School, Lincoln Elementary School, and Franklin Elementary School. The main focus was to improve roadway conditions within the vicinity of the schools on routes primarily utilized by students walking to and from school. Ms. Salsbury was responsible for selecting replaced signage including enhanced retro-reflective signage for increased visibility and to meet MUTCD requirements. The project also included modifications to existing pavement markings, including stop bars, and crosswalks.

**N. Reading Avenue & Montgomery Avenue Intersection Improvements
Colebrookdale Township, Berks County, PA**

In association with the Boyertown High School Expansion, Colebrookdale Township requested improvements at a nearby intersection consisting of two state routes. Ms. Salsbury assisted on the concept plans for two solutions (a roundabout and a traffic signal). Once the signal concept was chosen, Ms. Salsbury worked on the Traffic Signal Design Report, Traffic Signal Plans, and Highway Occupancy Permit Plans.

****South Jersey Building Footprint Database, NJDEP Department of Dam Safety &
Flood Control - Trenton, NJ**

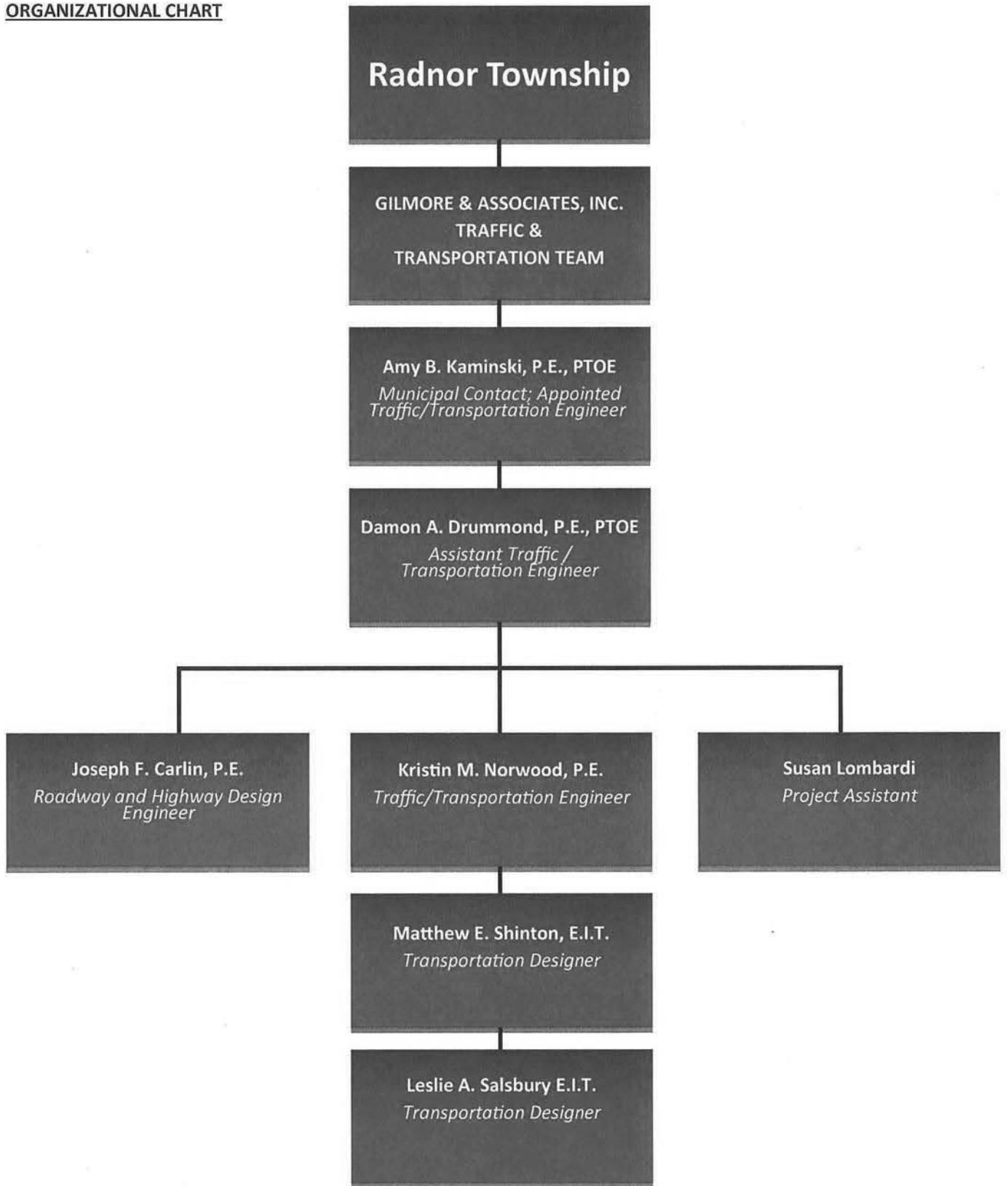
Ms. Salsbury was involved in the post Hurricane Sandy floodplain analysis in southern New Jersey. The scope of work included creating building footprints for Cape May, Cumberland, Atlantic, and Ocean Counties. Ms. Salsbury's responsibilities included data collection and existing and proposed floodplain modeling within GIS.

**Denotes projects completed with previous employer(s)

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gilmore-assoc.com

ORGANIZATIONAL CHART



Professional Traffic & Transportation Engineering Services
Radnor Township, Delaware County, PA

SECTION 4 CLIENT REFERENCES

As a regional consulting firm, we are the perfect size firm to respond quickly to each assigned tasks. Our comprehensive approach to project management builds on decades of experience to meet the vision and goals of the clients we serve. The very fundamentals of project management include communication, responsiveness, and attention to detail and these are strengths our firm has that sets us apart from competitors.

Below are just a few of our clients, that you may call upon to attest our services:

John H. Davis, *Doylestown Borough Manager* - 215.345.4140 jdavis@doylestownborough.net

Paul Stepanoff, *Richland Township Manager* - 215.536.4066 paul@richlandtownship.org

Mandie Cantlin, *East Bradford Township* - 610.436.5108 mcantlin@eastbradford.org

Eileen Bradley, *New Britain Township Manager* - 215.822.1391 ebradley@newbritaintownship.org

James Dillon, *Bristol Borough Manager* - 215.788.3828 jdillon@bristolboro.com

Michael A. Leonard, *Royersford Borough Manager* - 610.948.3737 mleonard@royersfordborough.org

SECTION 5 CURRENT WORKLOAD

Gilmore & Associates, Inc. is subcontracting for survey services to the lead firm Campbell Thomas & Company for the Radnor Trail Extension project in Radnor Township. Services include a boundary & topographic survey for the Radnor Trail Extension of approximately 13.3 acres along the existing PennDOT right of way between Radnor Chester Road and the Blue Route (S.R. 476). Prior to entering into a contract with Campbell Thomas & Company, G&A staff verified with Radnor Township staff the work was not considered a conflict of interest. No additional contracts are outstanding in Radnor Township.

SECTION 6 PROFESSIONAL FEE SCHEDULE

2017 & 2018 PROFESSIONAL SERVICES FEE SCHEDULE RADNOR TOWNSHIP, DELAWARE COUNTY, PA

TITLE	RATE
*Principal III	\$ 155.00
Principal II	\$ 145.00
Principal I	\$ 140.00
Consulting Professional V	\$ 135.00
Consulting Professional IV	\$ 130.00
Consulting Professional III	\$ 125.00
Consulting Professional II	\$ 120.00
Consulting Professional I	\$ 115.00
Design Technician V	\$ 110.00
Design Technician IV	\$ 100.00
Design Technician III	\$ 95.00
Design Technician II	\$ 90.00
Design Technician I	\$ 85.00
Construction Representative III	\$ 105.00
Construction Representative II	\$ 95.00
Construction Representative I	\$ 85.00
+Surveying Crew	\$ 145.00
Project Assistant	\$ 80.00

Principals – Include executives, department managers, and may include project managers.

Consulting Professionals – Include project managers, geologists, environmental engineers, landscape architects, land surveyors, water resources engineers, civil engineers, sewage enforcement officers, etc.

Design Technicians – Include CADD/GIS persons, analysis, designers & other technical support staff for Consulting Professionals.

Listed Rates – All Rates listed above are hourly rates based upon straight time for a 40-hour, 5-day week and are charged on actual time expended. When requested/required to provide professional services in excess of 40 hours during the normal work week, non-exempt staff shall be charged 1.5 times the standard rate for those hours worked in excess of the normal 40 hours. Construction Representative Services requested on weekends shall be charged at the same overtime rate with a minimum of 4 hours charged.

Client Invoicing – Gilmore & Associates, Inc. invoices on a monthly basis and payment for services rendered are due within 30 days.

Proprietary Information – This Professional Services Fee Schedule is proprietary information issued by Gilmore & Associates, Inc. for review only by the recipient of this document. The information contained herein shall not be shared, reviewed or discussed with others than those receiving this original document.

Special Consulting Services - Rates vary by type of service and level of experience. Rate Schedules will be provided upon request.

****Designates G&A Municipal Traffic & Transportation Engineer Representative***

+Surveying Crew – 8 Hour Daily Rate \$1,160.00

Professional Traffic & Transportation Engineering Services
Radnor Township, Delaware County, PA

2017 MISCELLANEOUS EQUIPMENT CHARGES

Auto/Truck Mileage – Chargeable to Client	\$0.62/per mile
Lodging/Meals	At Cost
Copies – Black & White	
8.5 x 11	\$0.10
8.5 x 14	\$0.15
11 x 17	\$0.20
(2-sided would be doubled)	
Copies – Color	
8.5 x 11	\$0.75
8.5 x 14	\$1.00
11x17	\$1.25
Color Laser Printer Copies:	
Plain 8.5 x 11	\$0.75
Bond 8.5 x 11	\$1.00
Plain 8.5 x 14	\$0.85
Bond 8.5 x 14	\$1.10
Plain 11 x 17	\$1.10
Bond 11 x 17	\$1.25
(2-sided would be doubled)	
Digital Camera	\$10.00/Day
Camcorder:	\$25.00/Day
Projector:	\$25.00/Dau
Prints from KIP Plotter:	\$0.30/ square foot
Outside Printing/Reproduction:	Cost x 2
Scanner:	1 to 25 = \$5.00/scan 25 & over = \$3.00/scan
CD's:	\$5.75/CD
Other Miscellaneous: Materials/Supplies/Testing/Subcontractors	Cost + 20%
Lo-Tack Foam board (Cost Varies by Size):	Cost + 15%
24X36	
30X42	
36X48	
<u>Rental Equipment:</u>	
Generator	\$50.00/Day
Brunton Compass	\$10.00/Day
PID	\$25.00/Day
Depth-to-Water Meter	\$10.00/Day

2017 MISCELLANEOUS EQUIPMENT CHARGES

Rental Equipment (Cont'd):

Ph Meter	\$10.00/Day
Clean Water Sub. Pump	\$100.00/Day
Impacted Water Sub. Pump	\$45.00/Day
Pressure Transducer/Data Logger	\$50/Day,\$150/Week,\$400/Month
Oil Water Interface Probe	\$20.00/Day
Global Water Flow Probe	\$50.00/Day
Floor Leveler	\$100.00/Day
CoringRig	\$100.00/Day
Confined Space Air Monitor	\$25.00/Day
Confined Space Retrieval Equipment	\$150.00/Day
Fall Protection Equipment	\$50.00/Day



RADNOR TOWNSHIP

TRAFFIC AND TRANSPORTATION ENGINEERING SERVICES

FIXED FEE PROPOSALS

ITEM & SCOPE OF WORK

FIXED COST

a. Stop Warrant Analysis

- ADT Volumes/Speed data (G&A)
- Detailed Crash Records-Review
- Sight Distance Field Evaluation
- PennDOT TE-102 Multiway Stop/TE-108 Stop Control Study
- Letter providing recommendations

COST G&A provide ADT/Speed Data: \$ 2,600
COST RTPD provide ADT/Speed Data: \$ 2,300

b. Traffic Signal Warrant Analysis¹

- 13 hour turning movement counts
- Detailed Crash Records-Review
- Sight Distance Field Evaluation
- PennDOT TE-150 Traffic Signal Warrant Analysis (MUTCD 4C.01-4C.09)
- Letter providing recommendations

COST G&A provide ADT/Speed Data: \$ 3,800

¹Assumes no submissions to PennDOT; no meetings or revisions

c. Traffic Counts

- Four (4) Peak Hour Counts (Intersection turning movement counts) **\$ 400**
- 13 Hour Intersection Turning Movement Counts **\$ 725**
- ADT /Speed Analysis (ATR) Single lane per approach/both directions **\$ 350**

d. Traffic Calming Analysis²

- ATR/Speed Data
- Detailed Crash Records Review
- Field investigation/Sight Distance Evaluation
- Sketch plans and cost estimate of 3 alternatives
- Summary of recommendations

COST G&A provide ADT/Speed Data: \$ 7,900
COST RTPD provide ADT/Speed Data: \$ 7,600

² Price includes 1 submission & 1 revision; Excludes meetings & design

e. ADA Curb Ramp Assessment³

- Four approach intersection (8 total curb ramps)
- Field Visit to review conditions and identify grade assessment
- Obtain ROW information/identify easement and constraints
- Provide cost estimate for Design, Bid Documents & Construction

Fixed Fee Cost: \$ 2,800

³ Excludes meetings except as noted above; includes 1 resubmission



PROJECT	WORK PERFORMED LAST PERIOD (December 19 to January 26)	WORK TO BE PERFORMED THIS PERIOD (January 23 to February 27)
PRIVATE DEVELOPMENT PROJECTS		
1. Radwyn Apartments LD RT: 2016-D-09 G&A 1607023	<ul style="list-style-type: none"> Review LD submission and provide comments 	<ul style="list-style-type: none"> Monitor project status and perform work as necessary.
2. 409-413 Lancaster Avenue LD RT: 2016-SD-07 G&A 16-05043	<ul style="list-style-type: none"> Review LD submission and provide comments 	<ul style="list-style-type: none"> Monitor project status and perform work as necessary.
3. Academy of Notre Dame STEM Bldg LD RT: 2016-D-13 G&A 16-09027	<ul style="list-style-type: none"> Review LD submission and provide comments 	<ul style="list-style-type: none"> Monitor project status and perform work as necessary.
4. 12 Welwyn Road LD RT: 2016-S-14 G&A 16-10094	<ul style="list-style-type: none"> Review LD submission and provide comments 	<ul style="list-style-type: none"> Monitor project status and perform work as necessary.
TRANSPORTATION PROJECTS		
1. Pine Tree Road Truck Analysis PO: 2016-XXX G&A 15-5007.02	<ul style="list-style-type: none"> Awaiting PO Number 	<ul style="list-style-type: none"> Complete Truck Prohibition Evaluation
2. Lancaster Ave & N/S Wayne Left turn Conflict Analysis PO: 2016-XXX G&A 16-01014	<ul style="list-style-type: none"> Obtain data and begin analysis 	<ul style="list-style-type: none"> Complete analysis; return evaluation to Township
3. County Line Road & Montrose Ave. Traffic Signal Warrant Analysis PO: 2016-XXX G&A 16-1014	<ul style="list-style-type: none"> Obtain data and begin warrant analysis 	<ul style="list-style-type: none"> Complete analysis; return evaluation to Township
4. Lancaster Ave Pedestrian Improvements PO: 2016-XXX G&A 16-05041	<ul style="list-style-type: none"> Completed grant submission to PennDOT MTF 	<ul style="list-style-type: none"> Await grant award from PennDOT MTF



SELECT GRANT FUNDING ASSISTANCE

AMBLER BOROUGH, MONTGOMERY COUNTY, PA	
H2O PA GRANT	\$520,000.00
Loch Alsh Dam Modifications and Rehabilitation project. Loch Alsh is a high hazard dam located in Upper Dublin Township, Montgomery County, PA.	
DCNR (Department of Conservation and Natural Resources)	\$10,000.00
Comprehensive Park Planning	
CDBG (Community Development Block Grant)	\$120,000.00
Sidewalk Improvements	
CDBG (Community Development Block Grant)	\$355,000.00
Sanitary Sewer Rehabilitation	
CDBG (Community Development Block Grant)	\$75,000.00
Flashing School Zone Traffic Signals	
TE (Transportation Enhancements)	\$552,000.00
Streetscape and Train Station Landscaping)	
TE (Transportation Enhancements)	\$327,985.00
Concrete repair and rehabilitation of the bridge parapet and obelisk, along with replacement of the sidewalk on the bridge, historic street lights, and landscaping enhancements	
MCCR (Montgomery County Community Revitalization Grants)	\$450,000.00
Multi-Project - Gateway at Borough Hall	
DEP (Department of Environmental Protection)	\$120,000.00
Flood Damage Restoration	
MCTSEUP (Montgomery County Traffic Signal Equipment Upgrade Program)	\$400,000.00
Four (4) complete traffic signals with addition of closed loop system	
SAFETEA-LU Earmark (Safe, Accountable, Flexible, and Efficient Transportation Equity Act)	\$520,000.00
Ornamental traffic signals along Butler Avenue	
DCED (Department of Community and Economic Development) Local Share Account, Montgomery County	\$134,925.00
Well #8 Chlorine Contact Tank Project	
BOYERTOWN BOROUGH, BERKS COUNTY, PA	
DCED (Department of Community and Economic Development)	\$185,500.00
TE (Transportation Enhancements)	
Boyertown Crossroads Streetscape Enhancements	\$150,000.00



SELECT GRANT FUNDING ASSISTANCE

BRISTOL BOROUGH, BUCKS COUNTY, PA	
TCDI (Transportation and Community Development Initiative)	\$100,000.00
Planning and Analysis for Traffic Signals	
DCED (Department of Community and Economic Development Regional Grants)	\$51,446.00
Match to TCDI for Traffic Signals	
CAI (Compact Authorization Investment Program)	\$1,334,450.00
Construction of Traffic Signals	
PECO (smart ideas)	\$18,824.00
LED Lights for Signals Project	
Coastal Zone Management	\$50,000.00
Design and implementation costs associated with their Old Rt 13 multi-use trail project.	
ARLE (Automated Red Light Enforcement)	\$20,800.00
Replace street signage	
USDA-NRCS	\$1,080,000.00
Construct a new Public Works Facility	
Bucks County – Delaware River Open Space	\$1,000,000.00
Construct Boat Docks at Bristol Waterfront Park	
United States Fish and Wildlife Service – Boating Infrastructure Grant (BIG)	\$1,491,000.00
Construct Boat Docks at Bristol Waterfront Park	
PennWorks and H2O Grant	\$450,525.00
Upgrades to Bristol Borough's Wastewater Facility	
DCED (Department of Community and Economic Development Regional Grants)	\$700,784.00
Day Docks and Access Pier	
COLEBROOKDALE TOWNSHIP, BERKS COUNTY, PA	
CDBG (Community Development Block Grant)	\$50,000.00
Stormwater collection and conveyance system, concrete curbing, driveway depressions, and full depth roadway pavement reclamation	
COLLEGEVILLE BOROUGH, MONTGOMERY COUNTY, PA	
TEA-21 (Transportation Equity for the 21st Century)	\$679,526.00
Main Street Streetscape Enhancements	
HTS (Home Town Streets)	\$522,950.00
Main Street Streetscape Enhancements	
DCED (Department of Community and Economic Development Regional Grants)	\$112,500.00
Main Street Streetscape Enhancements	



SELECT GRANT FUNDING ASSISTANCE

Montco 2040 6th Avenue Signalization	\$75,000.00
MTF DCED (Multimodal Transportation Fund, Department of Community and Economic Development (DCED) Ursinus 7th Avenue Rectangular Rapid Flashing Beacon	\$186,485.00
DCNR (Department of Conservation and Natural Resources) Main Street Streetscape Enhancements	\$20,000.00
PECO (smart ideas) Signal Projects	\$5,332.00
COLLEGEVILLE AND TRAPPE BOROUGHS, MONTGOMERY COUNTY, PA DCNR (Department of Conservation and Natural Resources) Waterworks Park Improvements	\$81,000.00
DOYLESTOWN BOROUGH, BUCKS COUNTY, PA TE (Transportation Enhancements) Broad Street Streetscape Enhancements	\$978,372.00
CDBG (Community Development Block Grant) Veterans Lane Improvements Project	\$71,000.00
RACP (Redevelopment Assistance Capital Program) Infrastructure Improvements, 29 Intersection Signalization, Streetscape Enhancements	\$768,000.00
DCED (Department of Community and Economic Development) ISRP (Industrial Sites Resue Program)	\$1,000,000.00
SRS (Safe Routes to School) Sidewalks Infill (2004= \$200,000.00 and 2005 = \$201,250.00)	\$401,250.00
TCDI (Transportation and Community Development Initiative) Doylestown Borough Wayfinding Project	\$34,800.00
DCED (Department of Commercial and Economic Development) Elm Street Plan	\$27,500.00
DCED (Department of Commercial and Economic Development) Old Skunky Study	\$25,000.00
EAST GREENVILLE BOROUGH, MONTGOMERY COUNTY, PA PADEP (Pennsylvania Department of Environmental Protection) Source Water Protection	\$60,099.00
FORKS TOWNSHIP, NORTHAMPTON COUNTY, PA GREEN LIGHT-Go TRAFFIC SIGNAL IMPROVEMENT FUNDING Upgrade traffic signals at five intersections to LEDs along Sullivan Trail (SR2025)	\$13,284.00



SELECT GRANT FUNDING ASSISTANCE

HATBORO BOROUGH, MONTGOMERY COUNTY, PA	
CDBG (Community Development Block Grant)	\$206,000.00
Horsham Road, Moreboro Road, and Academy Road Pedestrian Improvements	
CDBG (Community Development Block Grant)	\$138,000.00
York Road and Byberry Road Drainage Improvements	
CDBG (Community Development Block Grant)	\$127,000.00
Road and Sidewalk Improvements	
CDBG (Community Development Block Grant)	\$146,500.00
Park Avenue/Lehman Avenue Street Improvements	
CDBG (Community Development Block Grant)	\$189,000.00
Bank St. Improvements	
CDBG-R (Community Development Block Grant - Recovery)	\$709,000.00
Roadway reconstruction, ADA Improvements, Storm Sewer System	
DCED Watershed Restoration and Protection Program (WRPP)	\$195,000.00
Pennypack Creek Channel Modification Maintenance	
GREEN LIGHT-Go Traffic Signal Improvement Funding	\$771,918.00
Intersection Upgrades for Route 2009, Route 2040, and Jacksonville Road and Montgomery Avenue	
MCCR (Montgomery County Community Revitalization Grants)	\$1,000,000.00
Multi-Project, Streetscapes, match to HTS, parking lot acquisition, parking lot improvements	
PADEP (Pennsylvania Department of Environmental Protection)	\$65,000.00
Flood Improvement Program	
MCTSEUP (Montgomery County Traffic Signal Equipment Upgrade Program)	\$500,000.00
Five (5) complete traffic signals with addition of closed loop system	
SAFETEA-LU Earmark (Safe, Accountable, Flexible, and Efficient Transportation Equity Act)	\$1,000,000.00
York Road Streetscape Improvements	
HTS (Home Town Streets)	\$800,900.00
York Road Curb and Sidewalk Improvements	
LWCF (National Park Service - Land and Water Conservation Fund)	\$300,000.00
Enhancements to Memorial Pool	
WRPP (Watershed Restoration and Protection Program)	\$195,001.00
Pennypack Creek Modification Maintenance	
MEDIA BOROUGH, DELAWARE COUNTY, PA	
CDBG (Community Development Block Grant)	\$35,842.00
Sidewalks	



SELECT GRANT FUNDING ASSISTANCE

Growing Greener Borough Wide Stormwater Master Plan	\$127,192.00
MIDDLE SMITHFIELD TOWNSHIP MUNICIPAL AUTHORITY, MONROE COUNTY, PA H2O PA Grant Help with cost of the Winona Lakes Sewage Treatment plant reconstruction and the improvement of several sewage pumping stations	\$1,000,000.00
MOUNT POCONO BOROUGH, MONROE COUNTY, PA ARLE (Automated Red Light Enforcement) Signal Upgrades at Intersection of Route 940 and Oak Street/Wal-Mart Driveway	\$41,997.00
NEW BRITAIN TOWNSHIP, BUCKS COUNTY, PA DCNR (Department of Conservation and Natural Resources) West Branch Park - Design and Project Management for 12 acre Township Park	\$360,000.00
NEW HOPE BOROUGH, BUCKS COUNTY, PA Act 89 Funding (Multimodal Transportation Fund Investments) Pedestrian Improvements along Main Street	\$126,700.00
TEA-21 (Transportation Equity Act for the 21st Century) Pedestrian Link and Transportation	\$316,000.00
DRJTBC (Compact Authorization Investment Grant) S. Main Street Bridge Pedestrian Lighting	\$85,000.00
DRJBTC (Compact Authorization Investment Grant) Signal and Pedestrian Improvements	\$450,000.00
PERKASIE BOROUGH, BUCKS COUNTY, PA 2014 CDBG (Community Development Block Grant) Borough Curb Ramp Project	\$141,000.00
ARLE (Automated Red Light Enforcement) Upgrade to Traffic Signals at Intersection of Route 4039 and Blooming Glen Road; Utilities and ADA Curb Ramps	\$108,588.00
PHILADELPHIA, PA Philadelphia Industrial Development Corporation (PIDC) Damar Drive Green Stormwater Infrastructure (GSI) Project	\$214,000.00
POTTSTOWN BOROUGH, MONTGOMERY COUNTY, PA SRS (Safe Routes to School) Through DVRPC	\$225,000.00
RADNOR, DELAWARE COUNTY, PA CFA Multimodal Transportation Funding Pedestrian improvements at signalized intersections near Wayne SEPTA station	\$147,634.00



SELECT GRANT FUNDING ASSISTANCE

RICHLAND TOWNSHIP, BUCKS COUNTY, PA GREEN LIGHT-Go Traffic Signal Improvement Funding Signal Retiming at Intersections of Route 309, Tollgate Road & W. Pumping Station Road	\$38,295.00
SCHUYLKILL TOWNSHIP, CHESTER COUNTY, PA Chester County Vision Partnership Program Freedom Trail Feasibility Study	\$30,000.00
SCHWENKSVILLE BOROUGH, MONTGOMERY COUNTY, PA Main Street Parking Modifications Comprehensive Parking and Realignment Plan	\$188,940.00
SRS (Safe Routes to School) Walking Path	\$465,580.00
TRAPPE BOROUGH, MONTGOMERY COUNTY, PA DCNR (Department of Conservation and Natural Resources) Master Site Plan of Main Street Park	\$14,000.00
DCNR (Department of Conservation and Natural Resources) Development of Rambo Park	\$200,000.00
UPPER MORELAND TOWNSHIP, MONTGOMERY COUNTY, PA TE (Transportation Enhancements) Memorial Park Streambank Stabilization	\$320,000.00
WRPP (Watershed Restoration and Protection) Phase II – Veteran’s Memorial Park Streambank Enhancement	\$188,000.00
WARMINSTER TOWNSHIP, BUCKS COUNTY, PA 2008 CDBG (Community Development Block Grant) Paving Roads in the Warminster Heights Neighborhood	\$115,000.00
2009 CDBG (Community Development Block Grant) Curb Ramps and Roadway Milling on Several Neighborhood Roads	\$129,000.00
2010 CDBG (Community Development Block Grant) Curb Ramps	\$99,000.00
2011 CDBG (Community Development Block Grant) Curb Ramps	\$132,000.00
2012 CDBG (Community Development Block Grant) Curb Ramps and Roadway Milling	\$100,000.00
RACP (Redevelopment Assistance Capital Program) Stormwater Management Improvements and Building Repairs	\$500,000.00



SELECT GRANT FUNDING ASSISTANCE

WEST CHESTER BOROUGH, CHESTER COUNTY, PA GREEN LIGHT-Go TRAFFIC SIGNAL IMPROVEMENT FUNDING Upgrade of 26 traffic signals to LEDs	\$57,078.00
WHITPAIN TOWNSHIP, MONTGOMERY COUNTY, PA CFA Flood Mitigation Program	\$340,945.00
CFA Flood Mitigation Program Wissahickon Creek Streambank Restoration and Stabilization	\$297,000.00
Select Grant Funding Assistance Total	\$27,051,007.00

RESOLUTION NO. 2017-29
A RESOLUTION OF RADNOR TOWNSHIP, DELAWARE
COUNTY, PENNSYLVANIA, APPOINTING QCI,
INCORPORATED, AS TOWNSHIP INSPECTORS FOR
2017-2018.

WHEREAS, he Township solicited proposals for inspection services

WHEREAS, staff recommends that QCI, Incorporated be appointed for providing inspection services for the Township for 2017-2018

NOW, THEREFORE, be it *RESOLVED* by the Board of Commissioners of Radnor Township does hereby appoint QCI, Incorporated, as Township Inspectors for 2017-2018.

SO RESOLVED this 13th day of February, A.D., 2017

RADNOR TOWNSHIP

By: _____

Name: Elaine P. Schaefer
Title: President

ATTEST: _____

Robert A. Zienkowski
Manager/Secretary

Radnor Township

PROPOSED LEGISLATION

DATE: February 6, 2017
TO: Radnor Township Board of Commissioners
FROM: Stephen F. Norcini, P.E., Director of Public Works, 
CC: Robert A. Zienkowski, Township Manager
LEGISLATION: Resolution #2017-29: Appointment of the Firm for Township Inspection Services

LEGISLATIVE HISTORY: The Board of Commissioners previously authorized staff to post Requests for Proposals for Inspection & Contract Administration Services.

PURPOSE AND EXPLANATION: The Township solicited proposals for inspection services (and contract administration, if necessary, with Board of Commissioners approval). Two firms submitted proposals: Remington, Vernick, & Beach Engineers and QCI, Incorporated. The inspector will be inspecting sites that have grading permits issued; this includes single lots as well as subdivisions. The inspector would also inspect capital projects. The cost breakdown is as follows:

Company	Inspector Hourly Rate	Contract Administrator Hourly Rate
QCI, Incorporated	\$78	\$116
Remington, Vernick, & Beach Engineers	\$100 - \$115	\$120

Both firms were interviewed, and are well qualified to provide the requisite services. As noted above, Remington, Vernick, & Beach is between 28% - 47% higher in cost for the inspector, than that of QCI, Incorporated. Staff also felt that the reporting services of QCI better served the Township. Seeing that the cost differential is considerable, and noting that the reporting methods of QCI were more robust, staff is recommending to the Board of Commissioners that QCI, Incorporated, be appointed as the Township's Inspection Service, for 2017-2018.

IMPLEMENTATION SCHEDULE: Pending approval by the Board of Commissioners, the contract with QCI, Incorporated, will be executed immediately.

FISCAL IMPACT: Costs of inspections in many instances (Land Development, etc.) will be pass through costs. Costs for inspections on capital projects (as well as CA services, if used), will be part of the total project cost, and billed to that particular projects capital account.

RECOMMENDED ACTION: *I respectfully request the Board of Commissioners appoint QCI, Incorporated, as Township Inspectors for 2017-2018.*

MOVEMENT OF LEGISLATION: It is being requested that the Board approve the legislation for this project.

Enclosure: QCI Proposal



QCI Group™ | Quality Control Inspection, Inc.

Radnor Township

Construction Inspection & Contract Administration 2017 - 2018 Proposal

Quality Control Inspection, Inc.
201 King of Prussia Road, Suite 650
Radnor, Pennsylvania 19087



Submitted to: Radnor Township, 301 Iven Avenue, PA 19087
Name: Robert Zienkowski, Township Manager
Cc.: Stephen F. Norcini, P.E., Director of Public Works



QCI Group™

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QCI Group™

Village of Radnor

Construction Inspection & Contract Administration Services

2017 - 2018

201 King Prussia Road
Suite 650
Radford, PA 19087

www.qcigroup.com



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 - 3) Firm's Qualifications
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 - 5) References
 - 6) Insurance
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1. Forward



QCI Group™

Quality Control Inspection, Inc. (QCI) respectfully submits this proposal in response to the Village of Radnor Township's November 10, 2016 solicitation for Construction Inspection & Contract Administration Services, RFP 2017-2018 as posted on Penn Bid.

As the core foundation of QCI is built on our ability to provide professional and technical construction engineering, construction administration and construction inspection services in support of local government public works improvements, we are uniquely qualified to perform these services. Celebrating 30 years of business specializing exclusively in construction administration and inspection, we have forged a team of experienced inspectors that maintain impressive portfolios in education, certifications, and construction. This staff is knowledgeable and experienced in site/civil, underground utility, transportation and architectural construction inspection.

The ethos of QCI is based on a strong belief in the separation of interests between design and construction. This separation drives the philosophy of complete transparency and allows QCI to provide best management practices within our industry. Over the last three decades, QCI has continued to refine its operations, practices, and procedures with the singular goal of providing the highest standard of care to the client. The cornerstone for QCI's successful formula is two fold: 1) providing qualified personnel with the technical disciplines to the specific job assignment; 2) tailored project service with flexibility and response to accommodate the needs of the client. This means, we have the ability to integrate either as a supplement to your own staff or can provide complete construction support with management of all projects.

QCI will provide on-call inspection and administration that will serve as a compliment to the Township's project capabilities. With each project assignment we will bring a time-tested proven track record of success in the field of engineering inspection and administration. The administration of Radnor Township demands excellence for its residents and businesses. QCI will deliver a project inspection and administration program that will help the community achieve this very high standard.

2. Understanding of the Scope of Services



QCI Group™

Scope of Services:

QCI understands that the inspection services will be performed on a variety of public and private projects within the Township. Our scope includes providing on-site inspection and documentation of site work and building construction activities, quality assurance in accordance with contract and design document specifications and contract administration support. The services requested are for the purpose of supplementing required inspection activities of the Township's Public Works and Engineering Departments. The requested services will be used on an as needed basis and not considered exclusive. The types of projects QCI will be providing on-call inspection for include, but may not be limited to the following:

- A. Single Lot Residential and Commercial
- B. Entire Residential Subdivisions (as a whole, during civil work)
- C. Large Commercial and Institutional Sites
- D. Township Capital Projects (street resurfacing, culverts, storm sewer, sanitary sewer, stormwater management, park improvements, pedestrian safety projects, building construction)

QCI will make available one (1) Contract Administrator, and five (5) construction inspectors to quickly respond to requests for services by the Township. QCI's Contract Administrator will also serve as a construction inspector at stages appropriate to the contract. All the staff will meet the qualifications requested by the township within the request. The Inspection and Contract Administration services are as defined in the request, and outlined below to show our understanding of the request.

Inspection Services

1. QCI's Civil Inspectors will serve as the Township's liaison with the Contractor, working through the Contractor's Representative to assure the project site is in compliance with the Radnor Township approved plans or grading permit.
2. QCI's inspector shall familiarize himself/herself with the site plans, contract documents and any other material relating to the project provided by the Village of Radnor in preparation for the inspection of the work. Inspection of the work includes, but is not limited to:
 - Perform on-site observations of the work in progress to determine if the work is proceeding in accordance with the Contract Documents. Inspect completed Work for conformance with the Contract Documents. Inform the contractor's representative immediately when work in progress does not conform with the contract documents. Inform the Director of Public Works immediately if the contractor does not correct the work in accordance with the contract documents.
 - Report to the contractor and the Director of Public Works when any Work is unsatisfactory, faulty or defective, does not conform to the Contract Documents, does not meet the required tests, or has been damaged prior to final payment. Advise the contractor and the Township when Work should be corrected or rejected, uncovered for observation, or requires special testing for inspection and approval.
 - Observe tests conducted as required by the Contract Documents in the presence of required personnel and require that the Contractor maintains adequate records in accordance with all plans and specifications. Observe, record, and report to the Director of Public Works appropriate details relative to the test procedures. Sign tickets required

Understanding of the Scope of Services

(continued)

- by materials testing firm or any other person, contractor, company or agency working under separate contract with the Township.
 - Coordinate and observe inspections of other agencies having jurisdiction over the project. Record Inspector's comments and requirements and report to the Township.
 - Materials testing by the Township is performed under a separate contract. The inspector will gather material testing reports and include in their reports.
3. QCI's Construction Inspector and Contract Administrator will evaluate the contractor's suggestions for modifications to the drawings or specifications and report recommendations to the Director of Public Works. The inspector will obtain the Township's approval before implementing any modifications and instruct contractor of same.
4. QCI will utilize Build-A-Form® (BAF) Engineer Report system to provide real time daily construction reports and project analysis tools to the Township of Radnor's Director of Public Works. BAF provides the Township of Radnor electronic project information reporting in a data format allowing for easy monitoring of jobs. The reports are downloadable in a PDF format and printable. QCI can also email reports, or hand-deliver printed reports to the Township if preferred.

The following information is intended as an overview of the reports that BAF provides and is not intended to be all inclusive of all reports available.

Daily Construction Reports – Documentation of the contractor's work for that day in a detailed, well organized, consistent format. Reports will be available to the Township's Director of Public Works by 10 a.m. the next day. The reports can be viewed by logging on to the web based BAF application from any desktop computer, laptop or tablet that has access to the internet. The reports are downloadable in a PDF or text format and are printable. QCI can also e-mail reports, or hand-deliver printed reports to the Village if preferred. (sample reports follow this section). The information contained in each report includes:

- Weather conditions documenting temperature and weather conditions on site.
- Hours of work for both the contractor and the construction inspector. Including documentation of any on-site project mileage.
- Workforce by trade classification and total number of each contractor's employee within trade group(s).
- Equipment operating by type and quantity of all pieces of construction equipment and vehicles engaged in the work on this date. Includes make and model number.
- Remarks about any visitors to the site and the purpose of their visit.
- Description of work performed gives a detailed narrative of job site activities, conditions, work performed, work completed, special problems and resolutions, etc. Includes street, direction of travel, plan sheets, etc. for the work taking place. The report will list starting and stopping points of all work.
- Material delivered by weight and volume of material delivered to the job site.
- Daily Quantities showing total quantity of line item work completed this date and the location installed. Quantity calculations are shown as a part of the entry. The system is capable tracking quantities used in multiple locations. For example asphalt quantities by street on annual pavement repair programs.
- Any documentation from the field such as material tickets, testing reports and photographic documentation can be attached to the report, and are viewable on-line while reviewing the report.

Understanding of the Scope of Services

(continued)

Supplemental Documents – There are supplemental documents available in BAF that provide the client other valuable information. These reports include

- **Pay Estimates:** The estimate work sheet is a complete listing of all bid items, especially valuable in reconciling each application for payment by the contractor. It is easily generated by simply providing a range of dates and printing the report. The completed estimate work sheet documents the agreed to quantities of line item work for a specified period. It is attached to the contractor's application for payment.
- **Force Account:** QCI documents labor, equipment, subcontractor time and actual quantities of materials used in Force Account Work within our inspection reports.
- **Change Orders:** Change orders are documented in the system allowing alterations to the contract in the form of approved bid item modifications or additions. Original and changed bid items are easily identifiable by item number or color coding.
- **Itemized Sheets:** A listing of quantities of each bid item referenced in the job documents (specification, plans, contract, etc.). Each bid item will have its own Itemized Sheet showing both daily and cumulative totals of quantities completed.
- **Deficiency List:** Records a summary of incomplete and deficient work as well as unresolved problems outstanding on a project. It can be used either to provide an overview or to document specific work to be performed by the general contractor or subcontractors. It is a living document that allows the construction inspector to ensure incomplete or deficient items are not forgotten. At substantial completion, any items still open on the Deficiency List automatically form the beginning of the Punch List.
- **Concrete Delivery Log:** Contains the supplier, load numbers, invoice numbers, yards delivered, delivered slump, water added, slump placed, time loaded, time discharged, ground temperature and location placed.
- **Bulk Material Delivery Log:** Records a summary of daily bulk material delivered, or of materials moved within a job site, and other data relevant to their general usage.
- **Asphalt Delivery Log:** Records a summary of daily asphalt deliveries and routine data pertaining to placement of asphalt including this the supplier, load numbers, invoice numbers, tons delivered, material temperature, time loaded, time discharged, and location placed.
- **Driveway Apron Log:** A report that provides a detailed record of existing and/or completed driveway apron dimensions and routine data describing the removal and replacement of the surface and any associated culverts or mail boxes.
- **The Hydrostatic Pressure Test Log:** records an observational summary of the testing of various types of pressure pipe.
- **The Sewer-Air Test Log:** Records a summary of observations pertaining to the pressure testing of various types of gravity sewer pipe.
- **Utility Connection Log:** Records and observational summary of the vertical and horizontal locations of utility connections at a particular address or subplot.

Analysis Tools – BAF contains several easy to use project analysis reports that can provide real time information about the status of a project. These reports are available to the Village of Radnor's designated BAF users. These reports include:

- **User Dashboard:** Users dashboard appears upon log-in and is customizable to provide the project information on the projects which you feel are most important. As an example, once logged in, the Dashboard screen can list your active projects with percentages of completion, project budget, dollars

Understanding of the Scope of Services

(continued)

spent to date, recent milestone information, quantity bust alerts, etc.

- **Weekly Tab:** The weekly tab report displays a summary of the reported quantities for the selected week. The left hand side of the report contains all of the bid information for the project file. The right side of the report contains the detailed summary for all of the approved construction reports in the system. Cost totals are displayed at the right hand side of the screen. For the selected week, the individual days are broken out separately. Any row of information displayed in yellow signifies that the item is between 75 and 100 percent complete based on the current set of approved construction report details. If the row is displayed in red, then that particular item has exceeded more than 100% complete. This report also provides the totals of quantities and dollars for each item to date, and the project's total percentage of completion.
- **Quantity Charts:** The quantity chart displays a summary of all reported quantities in comparison to the bid quantities. It provides a quick, visual status of the job's progress.
- **Production Chart:** The production chart provides a graphic representation of the production completed on a weekly basis for any given week. This tool can be used to examine the impact of any event on the production on the project. As an example, if a utility interference slows production, the days the interference occurred will show a smaller percentage of work completed. Once the utility interference is removed, you will see the increase to production. This tool can be very effective at approving or mitigating claims.
- **Project Calendar:** Tracks all days worked by the contractor and subcontractors. It also allows for entry of contract key dates. (NTP, Contract Completion, Warrantee Dates) The tool can be very effective at mitigating claims for delays, enforcing continuous work clauses, etc.
- **Photographic Documentation:** Photographs can be viewed in several ways. While in the construction report all photographs taken that day are attached to the report for viewing. Additionally, you can look through all project photographs, select a photo, and it will identify the day and report the photo is associated with.

Closeout Documentation: QCI will provide the Village of Radnor with a Close-Out Package at the end of a project. This package is a well organized binder that contains all project information including a project summary sheet, contract documents, pre-construction and progress meeting minutes, submittals, red-line drawings, change orders, all daily construction reports, itemized quantity sheets, delivery tickets, test reports, deficiency list, punch list, and recommendation for final payment letter.

QCI's documentation is in reasonable conformance with the most current addition of the Pennsylvania Department of Transportation Construction Specifications. QCI's inspector and the contractor will agree on all quantities and pay items completed at the end of each day.

5. **Non-Conforming Work or Materials:** QCI's inspector will not accept material or equipment on-site or installed without shop drawing approval or approved job mix formula. A weekly report of shop drawing approvals shall be submitted to the Director of Public Works. Additionally, QCI's construction inspector shall promptly inform the Contractor and Director of Public Works of any portion of the work or materials that fail to conform to the Contract Documents.
6. QCI shall coordinate and review contractor pay requests for compliance with Contract Documents, record of quantities completed and the approved submission procedure and submit pay request with recommendations to the

Understanding of the Scope of Services

(continued)

Director of Public Works. Pay requests shall conform to the schedule of values, work completed, and on-site stored materials and equipment not with reports.

7. QCI's inspectors are well versed in working with the residents and businesses impacted by the work. Our inspectors will ensure the contractor properly notifies residents of work that will temporarily impact their access to driveways, or interruption of any services or utilities. The inspector will review, coordinate and resolve resident concerns as necessary at the project site, limiting complaints to the Township's administration.
8. QCI's inspectors will maintain as-built record drawings daily of locations of work completed and record changed or unusual underground conditions.
9. During the final phase of the work, QCI inspectors will provide project completion coordination and reporting, including:
 - Prepare and submit to the Director of Public Works for approval, a list to assure proper completion of all remaining work items or correction of any defective or damaged items.
 - Conduct final inspection with the Director of Public Works and the Contractor. Prepare a final list of items to be completed or corrected.
 - Inspect all items on final list for completion or correction and make recommendations to the Director of Public Works concerning final acceptance.

II. Contract Administration Services

QCI's Mike Stoll will serve as our Contract Administrator. Mr. Stoll shall serve as the Township's liaison working with the contractor and inspectors at each project. This service will apply to all Township projects, as noted in "Township Capital Projects". This will not pertain to items projects for Single Lot Residential and Commercial, Entire Residential Subdivisions or Large Commercial and Institutional Sites.

1. The Contract Administrator shall act under the Director of Public Works authority and control. The Contract Administrator shall resolve and correct all field problems and make recommendations for approval to the Township before completion of any change. The Contract Administrator will be required to supervise inspectors provided by the consultant.
2. The Contract Administrator must be familiar with the contract documents and visit each site weekly or as necessary to review the work with his inspector.
3. The Contract Administrator shall review all daily and weekly inspection reports and other deliverables for quality assurance. Payment will be made for hours of work and receipt of acceptable deliverables.
4. The Contract Administrator shall pay requests with the inspector for compliance with Contract Documents and conformance with the inspection records of quantities completed, delivered or stored and submit pay requests with recommendations to the Director of Public Works. Pay requests shall conform to the schedule of values, work completed, and on-site stored materials and equipment.
5. Perform quality assurance reviews as required by the Township.

Understanding of the Scope of Services

(continued)

III. Authority of the Inspector and/or Contract Administrator is limited as follows:

Shall not approve any substitute materials or equipment or authorize any deviation to the Contract Documents.

Shall not issue instructions contrary to the Contract Documents.

Shall not exceed limitations of the Director of Public Works authority as defined in the Contract Documents.

Shall not undertake any of the responsibilities of Contractor or Sub Contractors or their agents to expedite the work.

Shall not issue directions or advise Contractor relative to any aspect of the means, methods, techniques, sequences or procedures of construction unless specifically called for in the Contract Documents.

Shall not direct Contractor's work or safety programs.



Quality Control Inspection, Inc.
Engineering support services. Quality on the job.

Daily Reports

Itemized Worksheet

Username: consteng@qci-group.com Log Off

Office: Cleveland - Quality Control Inspection, Inc.

Project: Lauby-Greensburg Roundabout / PID #80665

Itemized Worksheet

Drag a column header and drop it here to group by that column

Item Number	Name	Qty	UOM
014	SUBGRADE COMPACTION	28887	

Report Date	Reported Quantity	Location	Remarks
11/24/2014	133	DR-5 45+84 RT, 71 SY, DR-10 59+90 RT, 62 SY	Not Specified
11/14/2014	187	STA 38+25 DR-1	Not Specified
11/10/2014	2304.1	STA 46+00 to 77+00 RT East outside edge Lauby, avg. 6.69' wide	Not Specified
11/05/2014	1225.8	STA 33+15 to 46+00 RT, East outside edge Lauby	Not Specified
10/17/2014	137	Approx. STA 88+50 to 84+00 median	Temporary crossover



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Username

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Log Off

Office

Cleveland - Quality Control Inspection, Inc.

Project

Lauby-Greensburg Roundabout / PID #00665

Reports & Analysis

Analysis - Weekly Tab

Weekly Tab

Item Number	Description	Friday (11/14)	Saturday (11/15)	Quantity (This Week)	Extended Cost (This Week)
009	FIRE REMOVED, OVER 24 HOURS REMOVED	0	0	0	\$0.00
010	GATE REMOVED	0	0	0	\$0.00
011	REMOVAL MISC.: POST	0	0	0	\$0.00
012	REMOVAL MISC.: FENCE AND POST REMOVED AND RELOCATED	19.1	0	19.1	\$191.00
013	EXCAVATION	0	0	0	\$0.00
014	EMBANKMENT	187	0	2491.1	\$4,982.20
015	SUBGRADE COMPACTION	0	0	2.25	\$6.75
016	EXCAVATION OF SUBGRADE	0	0	2.25	\$11.25
017	GRANULAR MATERIAL, TYPE B	0	0	0	\$0.00
018	Proof Rolling	0	0	0	\$0.00
	Geotextile Fabric	0	0	0	\$0.00

Weekly Tab Filter / Totals

Week Of: 11/9/2014

Extended Cost (This Week): \$82,878.13

Extended Cost (Prev Reported): \$1,592,456.75

Extended Cost (To Date): \$1,675,334.88

% Complete (This Week): 2.16 %

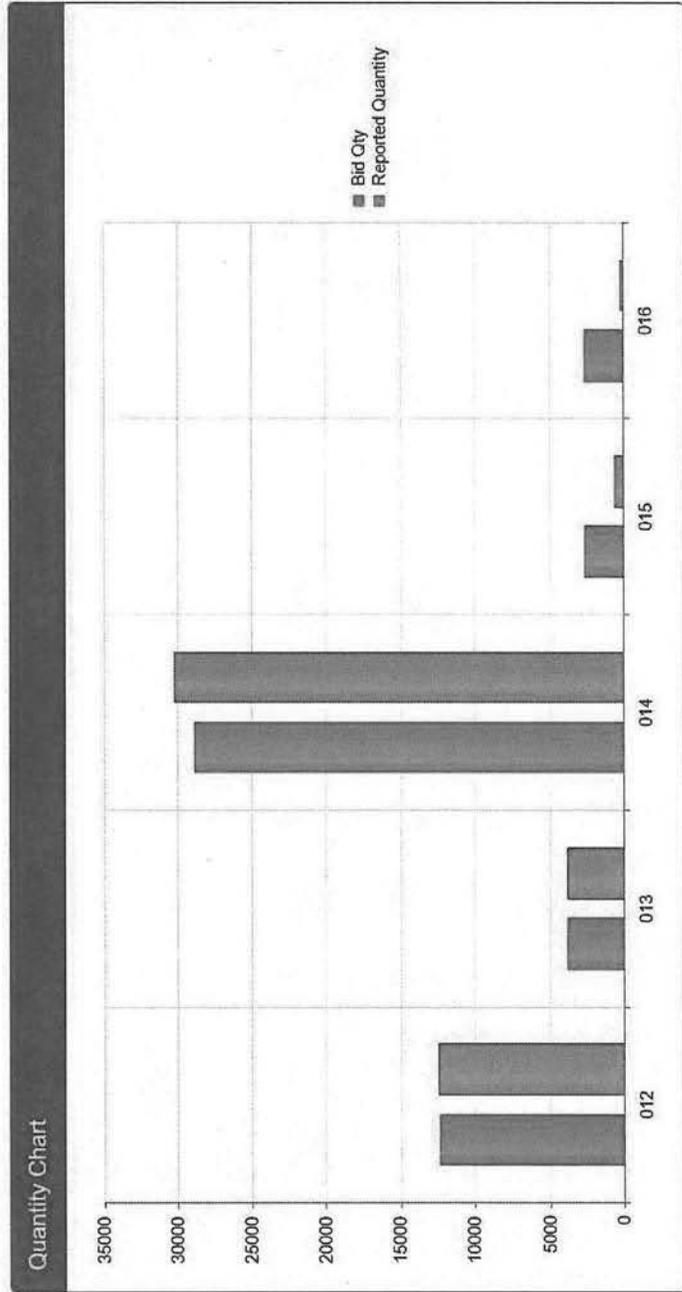
% Complete (To Date): 43.63 %

Prev Week Next Week



Reports & Analysis

Analysis - Quantity Chart



- ### Select Bid Items
- 001 - PREMIUM FOR CONTRACT PERFORMANCE BOND AND FOR PAYMENT BOND
 - 002 - CLEARING AND GRUBBING
 - 003 - HEADWALL REMOVED
 - 004 - Pavement Removed
 - 005 - PAVEMENT REMOVED, ASPHALT
 - 006 - Pipe Removed, 24" and Under
 - 007 - PIPE REMOVED, OVER 24"
 - 008 - CATCH BASIN REMOVED
 - 009 - GATE REMOVED
 - 010 - REMOVAL MISC.: POST
 - 011 - REMOVAL MISC.: FENCE AND POST REMOVED AND RELOCATED
 - 012 - EXCAVATION
 - 013 - EMBANKMENT
 - 014 - SUBGRADE COMPACTION
 - 015 - EXCAVATION OF SUBGRADE
 - 016 - GRANULAR MATERIAL, TYPE B
 - 017 - Proof Rolling
 - 018 - Geotextile Fabric
 - 019 - PAVEMENT PLANING, ASPHALT CONCRETE



Reports & Analysis

Analysis - Production Chart

Username: consteng@ccigroup.com

Office: Cleveland - Quality Control Inspection, Inc. ▼

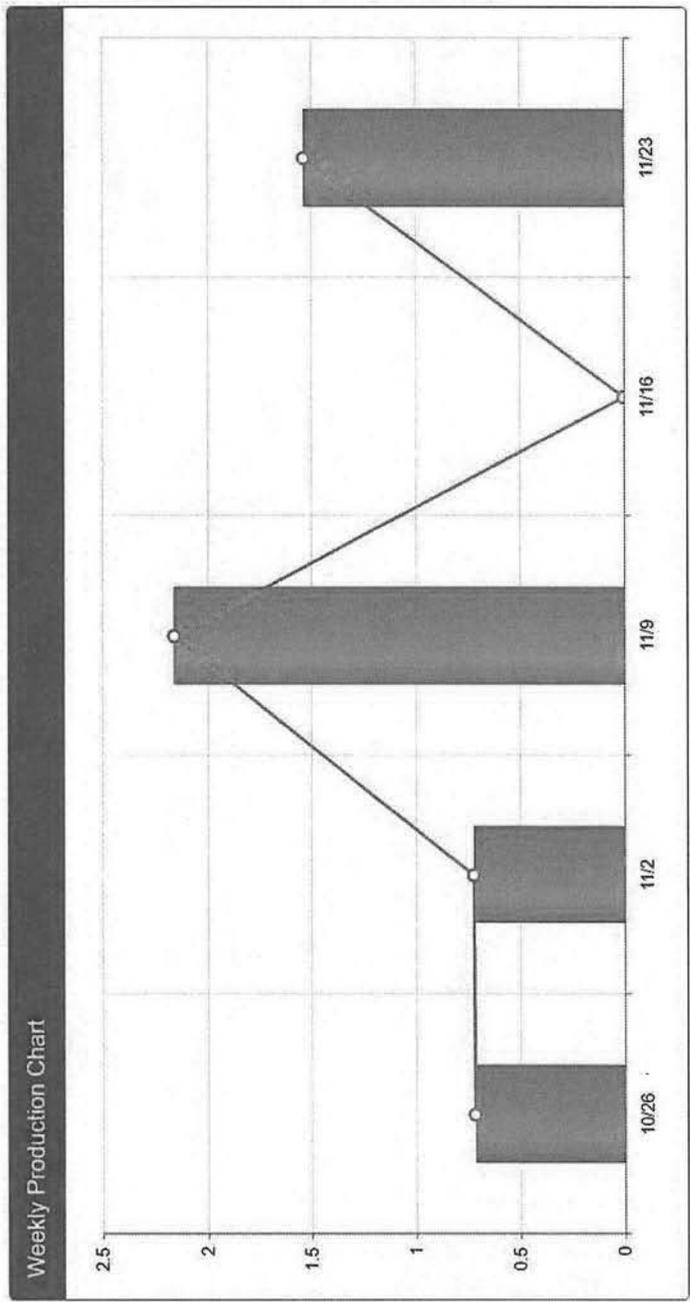
Project: Lauby-Greensburg Roundabout / PID #80665 ▼

Select Week Range

Project Start Date: 07/23/2014
Last Report Date: 12/15/2015

Starting Week: 11/23/2014

of Weeks: Backwards





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Project Lauby-Greensburg Roundabout / PID #80665

Log Off

Project Calendar

Reports and Project Key Dates

Lauby-Greensburg Roundabout / PID #80665

Calendar

November 2014

Sun	Mon	Tue	Wed	Thu	Fri	Sat
26	27 Construction Report Construction Report	28 Construction Report Construction Report	29 Construction Report Construction Report	30 Construction Report Construction Report	31 Construction Report Construction Report Construction Report	1
2	3 Construction Report Construction Report	4 Construction Report Construction Report	5 Construction Report Construction Report	6 Construction Report	7 Construction Report	8
9	10 Construction Report Construction Report	11 Construction Report Construction Report	12 Construction Report Construction Report	13 Construction Report Construction Report	14 Construction Report Construction Report	15
16	17 Construction Report	18 Construction Report	19 Construction Report	20	21	22

Legend

- Project Duration (shaded)
- Construction Reports = 2 Hours Worked
- Construction Reports <= 2 Hours Worked

+ Add New Item

3. Firm's Qualifications



QCI Group™

Quality Control Inspection, Inc., (QCI) was established in 1985 and is corporately based in Cleveland, Ohio with 4 offices and over 100 employees and 15 minority sub-consultant resources. Our Eastern United States office, located in Radnor, PA will be the office QCI will provide all services to Radnor Township from for the Construction Inspection & Contract Administration Services 2017-2018 contract.

Firm Office Location:

Quality Control Inspection, Inc.
201 King of Prussia Road, Suite 650
Radnor, Pennsylvania 19087

Firm's Responsible Person:

QCI's Responsible Firm Member shall be Rick Capone, President and Founder of QCI. Mr. Capone can be contacted via telephone at 440-359-1900, mobile phone at 440-821-0900 or email at rcapone@qci-group.com. As QCI's Responsible Firm Member, Mr. Capone will be the responsible authority for all negotiations with Radnor Township and will authorize and sign all contracts and or agreements for services.

Qualifications:

As a leader in our industry, we have the staffing resources as well as 30 years of experience specializing in providing construction inspection & contract administration of public works projects to municipalities, government agencies, and professional service engineering firms across the eastern United States. Each year QCI manages and inspects over \$100 million worth of capital improvement projects.

As a specialist in as-needed/on-call task order based services, QCI offers a tailored service with flexibility and quick response time to accommodate the needs of our clients. We possess the ability to integrate our highly trained and experienced staff as either a supplement to our clients' own staff, or to provide complete construction support with management of all construction projects.

QCI maintains a staff with NICET and ACI certifications, or equivalent education and years of experience in the area of public works inspection. This is an important factor in qualifying QCI to perform contract administration and inspection services for Radnor Township.

Our firm maintains a FAR compliant cost accounting system. This is one of the requirements for providing construction management services in the form of contract administration on federally funded projects. QCI's adherence to the FAR accounting practices aids in properly segregating and tracking costs on projects with multiple funding sources. Clearly identifying the source and uses of funds on federally funded projects is critical to passing FHWA audits when applicable.

QCI maintains a very high three year average Consultant Evaluation System (CES) rating of 91% with our largest current client, the Ohio Department of Transportation. This high rating, assigned to QCI by a larger governmental agency is confirmation of our ability to consistently provide our services to a high standard of care.

Added Values:

The following are differentiating benefits with our successful approach that add value to our service:

Real Time Reporting: QCI developed and utilizes a web based program entitled Build A Form® Engineer

Firm's Qualifications (continued)



Report System that provides comprehensive documentation and 'real-time' reporting streamlining the process of getting the information from the field back to the office. The system provides well organized, accurate project information that is easy to access. This allows the managing engineer to make intelligent, information based decisions in a timely manner, which helps our clients effectively control the schedule and cost of the project. Although the Radnor Township request requires the selected firm to provide the Township daily inspection reports on a weekly bases, QCI's real-time reporting will be available to the Public Works Director the following day.

Training: Recruiting experienced and qualified people is critical to our business. In addition, QCI has developed training and mentoring programs to help standardize the level of service provided and continually develop the technical knowledge of our staff. Our in-house training certification program provides training on 18 modules with a particular focus on construction procedures, specifications and new technologies.



QCI also supports our staff in gaining certifications through the National Institute for Certification in Engineering Technologies (NICET), and the American Concrete Institute (ACI). QCI pays for all costs associated with the training and testing phases of certification by these institutes. Gaining certifications in these areas ensures our staff will provide our clients with the highest standard of care in the industry.



Managed Field Support: QCI utilizes a management team approach with a staff of Contract Administrators providing technical support and supervision to our inspectors in the field. In addition to regular site visits, all QCI inspectors are equipped with mobile phones that support internet access and laptop computers or tablets. This provides our inspectors with support anytime of the day or night, and promotes quick communication of any non-conforming work to the contractor's supervisor and owner. Our Contract Administrators also work with our clients at a higher-level providing as needed administrative support.

Additionally, our administrative staff, including our Director of Operations and President, will add technical support in addressing our clients' needs to ensure the services QCI delivers exceeds their standards.

QCI looks forward to an interview with Radnor Township. We would be grateful for the opportunity to present our Firm's qualifications to your staff during the next level of your selection process. We appreciate any consideration given to our Firm for the construction Inspection & Contract Administration Contract for 2017-2018.

Following this section, we have provided a sampling of project profiles for other clients that utilize QCI on as-needed/on-call contract administration and inspection contracts, and other unique projects where QCI provided construction management services.

4. Qualifications of Key Staff



Qualified, Experienced and Professional Associates

QCI includes more than 70 experienced and highly qualified engineering, construction, and administrative professionals. The QCI Group™ has the resources to provide cost effective, highly trained personnel for a wide range of projects.

QCI maintains a diverse staff of construction professionals who represent significant experience in civil engineering and architectural construction. Our construction support services staff will meet, or exceed, the needs of any client's construction project.

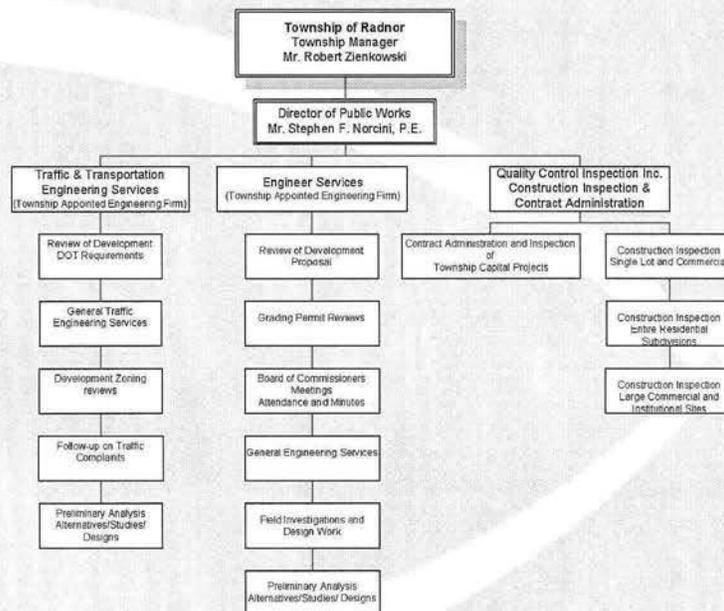
Civil Inspectors

QCI's proposed inspectors maintain qualifications as requested by Radnor Township within the request. Each inspector maintains either NICET Level I, NICET Level II, and/or a degree in an engineering related technology from an ABET accredited university, or greater than 15 years experience in the inspection of municipal capital improvement projects.

Contract Administrators

QCI's Proposed Contract Administrator (CA), Mr. Mike Stoll, is a degreed Civil Engineer with a Bachelor of Science in Civil Engineering from Worcester Polytechnic Institute, Worcester, Massachusetts. He has also earned a Masters of Science in Construction Management from the University of Florida, accompanied by 35 years of contract administration experience in public works. Mr. Stoll will provide support to the inspection staff on all CIP projects assigned to QCI. Mr. Stoll's expertise and skill, along with his drive for perfection, will ensure our inspection staff's documentation provides Radnor Township the highest standard of care in our industry. Detailed, well organized, and easily accessible information will aid the Public Works director in making timely, educated decisions in his direction of the work.

The following organizational table illustrates the relationship of the QCI Team with Radnor Township consultants and project stakeholders.



Qualifications of Key Staff (continued)

The following table provides a listing of the key staff proposed and a summary of their qualifications:

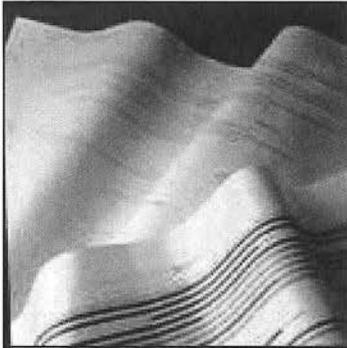
Name & Title	Project Roles	Qualifications	Percentage of Work
Mike Stoll, Contract Administrator	Contract Administrator, Civil Inspector	Bachelor of Science Civil Engineering - Worcester Polytechnic Institute, Master of Engineering Construction Management - University of Florida, 25+ years of contract administration in area of Public Works	As-Needed, On Call
Leonard K. Bernstein, PE, SEO, F.NSPE	Construction Engineer, Civil Inspector	University of Pennsylvania, Philadelphia, PA, Master of Science Degree in Civil and Urban Engineering, Polytechnic Institute of Brooklyn, Bachelor of Science Degree in Civil Engineering. 32+ years experience City of Philadelphia. SEO, F, NSPE	As-Needed, On Call
Michel Tanguy, Civil Inspector	Civil Inspector	Ohio University, Bachelor of Science in Civil Engineering, ACI Certified Concrete Testing Field Technician Level 1, NICET Level III - Highway Construction, NICET Level 1 Underground Utilities, 32+ Years of Experience as inspector in public works.	As-Needed, On Call
Terry Wise, Civil Inspector	Civil Inspector	NICET Level III Highway Construction, ACI Certified Concrete Testing Field Technician Level 1, 38+ years experience in inspection of public works projects	As-Needed, On Call
Thomas Reid, Civil Engineer	Civil Inspector	Ohio University, Bachelor of Science- Civil Engineering, Professional Engineer registered in OH, CAL, AR, MA and FLA. ACI Certified Concrete Testing Field Technician Level 1	As-Needed, On Call
Saul Gruzdys, Civil Engineer	Civil Inspector	Bachelor of Science, Civil Engineering Cleveland State University, ACI Certified Concrete Testing Field Technician Level 1, Engineer Intern May 16, 2013, 5 years Construction Inspection experience in public works	As-Needed, On Call
Don Szabo, Civil Inspector	Civil Inspector	50 years Construction Inspection experience in public works founded by a solid professional career in positions of Construction Superintendent, Project Manager, Chief Estimator for local municipalities	As-Needed, On Call
Harold Miller, Civil Inspector	Civil Inspector	Kent State University, Kent Ohio Business Administration, Louisiana State University, Baton Rouge, LA, Construction Management, 30 + years of construction management and inspection in the public works environment	As-Needed, On Call
Robert S. Coates	Civil Inspector	Over 40 years of experience in the management, administration and oversight of millions of dollars' worth of large-scale field projects,	As-Needed, On-Call

Resumes: The remainder of this section includes full length resumes of each key staff member proposed with detailed project experience for your review and approval. Each inspector assigned will be approved by Radnor Township prior to starting services.

Michael J. Stoll

Contract Administrator/Lead Civil Inspector

Mr. Stoll possesses over 25 years of progressive facility maintenance/operations, construction management, engineering management experience. This includes the supervision and inspection of roadway, utilities, water distribution/wastewater collection facilities construction. Mr. Stoll is detail oriented, strives for perfection and has excellent communication and people skills. His management of the inspection staff on CIP projects will provide the Township great value.



Relevant Project Experience

City of Rossford Assumption of Sanitary Sewer System: When NWWSO took over Rossford's system they identified several CSO's requiring separation as a part of larger sanitary sewer rehabilitation projects all completed as a part of the EPA approved Long Term Control Plan. Construction Value of \$14M (all communities)

Village of West Millgrove, Ohio: Comprehensive sanitary sewer collection system for entire village including: installation/commissioning of sanitary sewer pump station, construction of 20 foot deep gravity sanitary sewer collection system in rock (including lateral connections and grinder pumps), construction of 4.5 miles sanitary sewer force main with connection to existing system/WWTP. Construction Value of \$2M

Georgetown (Country Manor) Subdivision, Bowling Green, Ohio: Abandonment of existing WWTP for subdivision including: installation/commissioning of new sanitary sewer pump station including electrical and telemetry, construction of 4,000 feet sanitary sewer force main (including grinder pump connections), demolition and post demolition restoration of existing WWTP.

Facility Maintenance/Engineering Management and Public Works Operations

- Directed comprehensive facility management for \$1 billion of infrastructure at an education/training campus and a major research and development complex. Campus included graduate and undergraduate schools with classroom, training, dormitory, dining, medical, athletic, administration, historic facilities and central thermal plant.
- Supervised facility management for \$800 million of infrastructure at an aviation complex with an outlying technical training campus annex.
- Coordinated all facility operations for a 24-hour high security command center and administrative facility complex.

Construction and Facility Support Contracting

- Directed procurement, construction, inspection and contract oversight for major construction projects and facility support contracts (custodial & grounds maintenance) with annual value of \$50 million.
- Delivered a major "lease-construct" program for construction of housing, schools (6 months early) and community support facilities valued over \$400 million.

Utility Systems

- Managed numerous water/wastewater related construction projects including an energy conservation grant project.

Master of Engineering
Construction
Management -
University of Florida

Bachelor of Science Civil
Engineering -
Worcester Polytechnic
Institute

Michael J. Stoll (continued)

- Delivered new \$2 million wastewater collection system project for the village of West Millgrove, Ohio.
- Implemented software system for generating daily construction and management reports.

Supervision and Management

Directed public works organization of 300 professional, trade and military personnel.

- Implemented facility service organization realignment resulting in \$5 million annual savings with zero union grievances.
- Deciding official for union labor issues.
- Developed, justified and executed multi-million dollar facility budgets/plans.

Leadership

- Led over 100 military personnel performing utility systems construction, quarry operations and construction equipment management (increased availability by 13%) in an overseas environment.
- Led facility related disaster preparations & response/recovery (5 hurricanes and major blizzard).

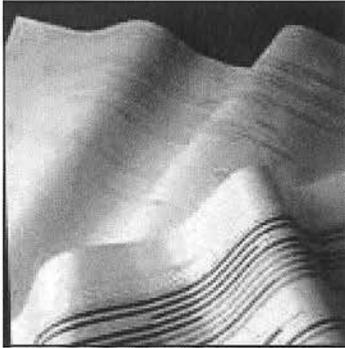
Communication

- Experienced in labor/union negotiations.
- Presented technical, sensitive and contentious issues on a variety of topics ranging from housing privatization, organizational realignments (including reduction in force), utility project property owner assessments and construction project schedule impacts.

POSITION SUMMARY

- Assistant Engineer, Northwestern Water & Sewer District, Bowling Green, OH
- Public Works Director, Naval Education & Training Center, Newport, RI
- Public-Private Venture Housing Manager, Naval Facilities Engineering Command, DC
- Public Works Director, Naval Air Station Oceana, Virginia Beach, VA
- Contracting Officer, Engineering Field Activity Mediterranean, Italy
- Facilities Engineer, Headquarters US Pacific Command, Aiea, HI
- Construction Contracts Director, Marine Corps Air Station Kaneohe, HI
- Facility Liaison, Navy Public Works Center Pearl Harbor, HI
- Company Commander, Naval Construction Battalion Seven, Gulfport, MS
- Construction Contract Manager, Extremely Low Frequency Radio Facility, Gwinn, MI
- Construction Contract Manager, Naval Education & Training Center, Great Lakes, IL

Leonard K. Bernstein, PE, SEO, F.NSPE



Construction Engineer/Civil Inspector

Mr. Bernstein is a skilled individual with the capacity for adapting to dynamic and diverse situations. He is a licensed Professional Engineer and Sewage Enforcement Officer with 32 years of municipal experience with the City of Philadelphia and 45 years of engineering experience.

Mr. Bernstein has strong interpersonal and leadership skills, and is an excellent writer with critical thinking ability and focus.

Experience

Bernstein Engineering LLC, Philadelphia, PA

Owner/Principal

March 2008 – Date

General consulting engineering firm formed to provide water, sewage, and stormwater management facilities planning, review, and permitting services to municipal and private clients.

City of Philadelphia Water Department, Philadelphia, PA

Special Projects Coordinator

March 2008

- Responsible for sewage facilities planning for the City of Philadelphia under the Pennsylvania Sewage Facilities Act (Act 537). Approved sewage facilities planning within the City of Philadelphia under a delegation agreement with the Pennsylvania Department of Environmental Protection.
- Reviewed and approved capacity certification and connection requests as required by Act 537 for 55 municipalities tributary to the City of Philadelphia.
- Reviewed and approved plans for proposed new development within the City of Philadelphia with respect to water, sanitary, and stormwater management.
- Coordinated the operation and maintenance of the water and sewer infrastructure at the former Philadelphia Naval Ship Yard as it was being developed into a major industrial center by the Philadelphia Industrial Development Corporation.

Education/Certification & Training:

University of
Pennsylvania
Philadelphia, PA

- Master of Science in
Civil and Urban
Engineering

Polytechnic Institute of
Brooklyn
Brooklyn, NY

- Bachelor of Science
in Civil Engineering

Professional Engineer in
Pennsylvania

Sewage Enforcement
Officer

Chief, Water Pollution Abatement Program

February 1980 – April 1988

- Responsible for all aspects of the planning, design, procurement, and construction of the City's \$900 million federally funded expansion of its three wastewater treatment plants.
- Developed and tracked the Water Department's annual Capital Budget (\$250 million), Five-year Capital Program (\$1 billion), and the Engineering Division's annual Operating Budget (\$15 million).

Project Engineer, Water Pollution Abatement Program

June 1976 – February 1980

- Responsible for planning, design, and procurement activities for the expansion of the City's Northeast Water Pollution Control Plant.

Temple University, Philadelphia, PA

Instructor (Teaching/Instructional), Department of Civil and Environmental Engineering

September 2011 – Present

- Teaching duties include teaching several sections of The Environment to undergraduate students. Administrative duties include coordinating The Environment course program.

Adjunct Associate Professor, Department of Civil and Environmental Engineering

January 2000 – September 2011

- Teaching duties include teaching Environment Studies to undergraduate students. Administrative duties include coordinating the Environment course program.

Professional Organizations

Pennsylvania Society of Professional Engineers (PSPE)

- President (2007-2008); President-Elect (2006-2007); Treasurer (2001-2006); Secretary (2005-2006)
- Member, Constitution and Bylaws Committee (34 years, Committee Chair, 16 years)
- Chair, Professional Engineers in Government Practice Division (17 years)
- Chair, Professional Engineers in Higher Education Practice Division (7 years)

Philadelphia Chapter, PSPE

- President (1988-1989 and 1996-1997); Member, Board of Directors (27 years); Chair, Ethics Committee (25 years)

National Society of Professional Engineers (NSPE)

- Government Affairs Committee (4 years); Constitution and Bylaws Task Force (3 years)

Leonard K. Bernstein, PE, SEO, F.NSPE (continued)

American Public Works Association – Life Member (2010)

- Constitution and Bylaws Committee (5 years, Committee Chair, 2 years); International Affairs Committee (12 years); APWA/Institute of Public Works Engineering Australia/INGENIUM Task Force (12 years)
- Co-Chair of the APWA 2001 International Public Works Congress and Exposition

Southeastern Pennsylvania Chapter, APWA

- Chapter President (2004-2006); Chapter Secretary (2008-present); Chapter Delegate to APWA Council of Chapters (2006-present); Chair, Bylaws Committee (10 years)

Delaware Valley Engineers Week Council

- Chair, Awards Committee (1995-2006); Chair, Bylaws Committee (1990-2003)

Pennsylvania Association of Sewage Enforcement Officers

- Member since 1996

Awards and Recognitions

- Pennsylvania Society of Professional Engineers Dedicated Service Award (2000)
- Pennsylvania Professional Engineers in Government Dedicated Service Award (2005)
- Fellow Member, National Society of Professional Engineers (2005)
- APWA, Southeastern Pennsylvania Chapter, Robert E. Copeland Service Award (2010)

Military Service

- United States Army (1969-1971)
- Engineering/Public Works Instructor, Non-Commissioned Officers Academy, Fort Leonard Wood, MO (1970)
- Atomic Demolitions Munitions Specialist, Fort Belvoir, VA (1971)

Michel L. Tanguy



QCI Group™



Civil Inspector

Mr. Tanguy has over 32 years experience in the construction industry working in the capacity as Superintendent and Construction Foreman. His extensive knowledge of site development, underground utilities, and road construction along with his experience as a supervisor, leads him an unparalleled ability to manage and oversee projects.

Mr. Tanguy retired as a member of the Laborers Local 860

and joined QCI as an RPR for the owner, engineer/architect, residents, and contractor. He conducts on-site observations to ensure work performed is in accordance with contract documents. His hand-on experience in the construction industry proves to be an asset to owners, engineer/architects and residents. His ability to communicate well with all levels and all parties involved with a project is evident.

Relevant Project Experience

City of Avon - Avon Crossing:

Construction Manager acted as the liaison between the owner, Jacobs Group, the developer, and the site contractor for the development of 36 acres. Project responsibilities included: inspection and reporting for Storm Water Pollution Prevention Plan (SWPPP) compliance by contractor and subcontractors, inspection of work performed by site contractor and subcontractors for earth work, storm and sanitary sewer, waterworks; concrete curbs, asphalt pavement, site electrical, site-irrigation, and site landscaping. Reviewed and approved monthly invoices, participated in change order administration, and compiled field measurements for as-built drawings which were incorporated into the final plans prepared by the design engineer, and interfaced with the City Utilities Department.

City of Maple Heights - Broadway Avenue Reconstruction (LPA):

The project scope is planing and resurfacing the portion of Broadway Avenue (from the Garfield Heights corporation line to the City of Bedford corporation line and Libby Road from the intersection of Broadway Avenue to the Libby Road Bridge), full and partial depth asphalt repairs, concrete curb repairs, concrete repairs, curb ramps, and other related items.

Project Value: \$2.1M.

City of Solon - Pettibone Road Infrastructure Improvements (LPA):

Overseeing the construction inspection services for the full-depth reconstruction of 3.45 miles of Pettibone Road. Project elements include the installation of bike lanes, a 10-foot multi-purpose path, storm sewers, sidewalks, curbs, traffic control signs, and pavement markings.

Project Cost: \$12.3M

Education/Certification & Training:

Ohio University, 1975

- Bachelor of Science in Civil Engineering

ACI Certified Concrete Testing Field Technician

National Institute for Certification in

Engineering

Technologies - Level III Highway Pending

Review.

Transportation, Level II Storm Sewer

Underground Utilities

OCA/OSHA, Safety Training Passport

OSHA Competent

Person Awareness In Trench and Excavation Safety

Ohio Laborers Training Fund: Hazardous Waste

Workers Course and annual refresher course.

State of Ohio

Certification for Fire Service Mains.

Michel L. Tanguy (continued)

City of Solon – 2011 Asphalt Program

This project was an annual repair and replacement program which was carried out at various locations throughout the City. Traffic Maintenance and resident access are always primary concerns while providing inspection duties. Sections of roadway were removed by milling a predetermined thickness. Subbase deficiencies were addressed as required, and new asphalt placed. Material specifications were continually monitored, testing was observed, and non-compliance issues were dealt with and immediately communicated to the City Construction Project Manager.

City of Avon - Detroit Road Improvement Phase I

This road and storm sewer improvement consisted of pavement widening and reconfiguring of the Detroit Road/Long Road Intersection which included 1,700 sy of full-depth asphalt removal and replacement. The storm sewer improvement work included 1,030 lf of 24" HDPE pipe, 1,205 lf of 18" HDPE pipe, and 125 lf of 12" RCP pipe. The project was concluded within budget and contract time.

Ohio Turnpike Commission - Eastbound side, Milepost 186.9 to 205.4

Consisted of milling 3.5" of existing asphalt pavement in the right and center lanes, milling 2" of existing asphalt pavement in the left lane, resurfacing the right, center, and left lanes, full-depth asphalt repairs and crack sealing as required, safety upgrading of guardrail, weatherproofing of bridge decks, barrier, and parapets, installing raised pavement markers and barrier reflectors, installing Sonic Nap Alert Patterns (SNAPs), and pavement striping and markings.

Ohio Turnpike Commission - Eastbound and Westbound side, Milepost 80.5 to 91.2

Consisted of milling 3.5" of existing asphalt pavement in the right and center lanes, full-depth concrete removal, and crack sealing as required, safety upgrading of guardrail, weatherproofing of bridge decks, barriers, and parapets, installing raised pavement markers and barrier reflectors, installing Sonic Nap Alert Patterns (SNAPs), and pavement striping and markings.

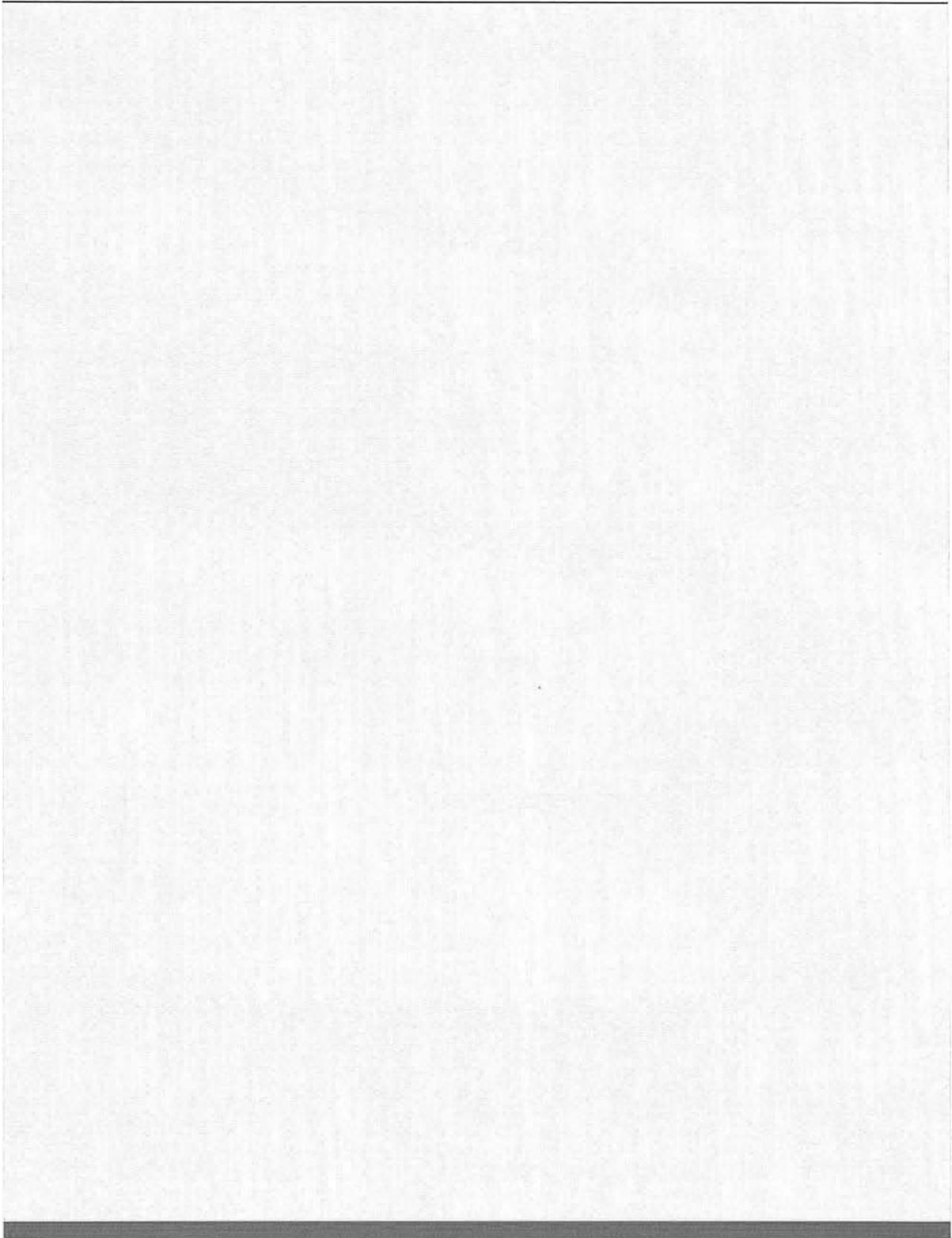
First Energy/Greater Cleveland Regional Transit Authority – Euclid Corridor Project

The relocation of First Energy facilities impacted by the Euclid Corridor Project. Project includes construction/relocation/adjustment of duct runs, manholes, and vaults on Euclid Avenue between Public Square and E. 115th Street.

Various Recent Commercial & Subdivision Development Inspection:

- Broadview Heights, Ohio - Wiltshire Development, Phase 4
- Ohio EPA Facility - Corporate Drive
- Avon, Ohio Stonebridge Development Phase 11
- Lyndhurst, Ohio - Alberta Park Estates
- Hudson, Ohio - Season Commerce Center

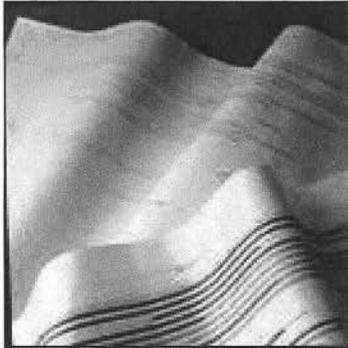
Michel L. Tanguy (continued)



Terry A. Wise



QCI Group™



Civil Inspector

Mr. Wise has 38 years of experience inspecting public works improvements including transportation, and underground utilities and Local Public Agency (LPA) improvements for local municipalities. Mr. Wise has in-depth knowledge of the ODOT 2013 CMS and the Manual of Procedures including the New 611 Specifications. Mr. Wise reviews and approves all contractor pay estimates for CIP, including change order reviews and contractor claim analysis.

His 38 years in the construction industry have permitted him to serve confidently as a liaison between owner, engineer/architect, residents, and contractor, conducting on-site observations to ensure work is in accordance with contract documents. He is skilled at handling the coordination of multiple authorities within the project scope. He compiles detailed documentation through the utilization of QCI's standard reporting system and the Build A Form® Engineer Report System, creating daily construction reports, tracking the project production and quantities, and reviewing quantities for payment with contractor for contract compliance.

Relevant Project Experience

City of Avon - Chester @ 611, PID 94622 (LPA)

This project consists of relocating approximately 0.32 miles of Chester Road to the west to align it with the existing intersection of Recreation Lane and S.R. 611. It also includes widening on S.R. 611 from the I-90 interchange westbound ramps to the re-aligned Chester Road/Recreation Lane intersection. Construction on Chester Road includes new asphalt pavement, sidewalks, drainage, traffic control, and traffic signals. Construction on S.R. 611 includes concrete pavement widening, sidewalks, drainage, traffic control, and traffic signals. Terry Wise provided Project Inspection as a NICET Level 1 Project Inspector. Terry monitored the work of the contractor, and documented the work in compliance with the ODOT LPA Delivery Method. He tracked labor, materials and equipment, collected TE-24 Material Tickets, ensured all materials met the requirements of the PBOM, Scheduled testing and assisted the Engineer in verification of quantities on pay estimates. Construction Value: \$4M

City of Hudson – LPA Projects from 2010 thru 2015:

The work consisted of the 2" profile milling; shoulder excavation and repair; addition of bike lanes; resurfacing and pavement striping along a various segments of the roadways listed below. Mr. Wise provided full time project inspection services as defined in ODOT 105.09, and assisted with all LPA documentation. He wrote daily construction activity reports, tracked labor, Material and Equipment, assisted with development of the PBOM, under the direction of QCI's Construction Engineer Level 2.

- Stow Road STP Resurfacing (LPA) \$1.032M.

Education/Certification & Training:

Cuyahoga Community College

NICET Level III
Highway Construction Inspection

ACI Certified Concrete Field Testing Technician Grade I

OAIMA- Ohio Aggregate Level 1 Certification.

Certified Work Type 26 Structural Steel Painting - ODOT 2007

Terry A. Wise (continued)

- Hudson Road DTP resurfacing (LPA) \$800K
- Barlow Terex Road Resurfacing PID 92665 (LPA) \$800K
- Norton Road Street Resurfacing Project, (LPA) PID 88544
- Stow Road Street Resurfacing Project (LPA) PID 23791 \$1.03M

City of Hudson - S.R. 303 Sanitary Sewer and Waterline Replacement

The work consists of the replacement of 1,850 lineal feet of 8" sanitary sewer and laterals and the replacement of approximately 1,566 lineal feet of 8" waterline along SR 303. The project work limits are from just west of Oviatt Street to Roslyn Avenue and approximately 500 ft west of N. Hayden Parkway to N. Hayden Parkway intersection.

City of Hudson - 2012 Asphalt Resurfacing Program: The Program included reconstruction of four roads with cement soil stabilization, nine roads received milling and resurfacing improvements, along with a community hiking/jogging trail and parking lot for the high school. Construction Value: \$1.2M

Catawba Island - Sanitary Sewer and Treatment Plant

Project included drainage and sanitary utilities ranging in depths of 5' to 19' and ranging in size from 6" to 12" SDR 35 PVC and SDR 26 PVC pipe. Responsibilities included overseeing 5 separate crews for pavement repairs of the City streets, main thoroughfares and driveways. Total project cost \$13M.

City of Lakewood - Edgewater Drive

Sewer separation project for 1-mile included the installation of new storm and sanitary sewers and road reconstruction. Due to a very limited accessibility the entire length of the project, Mr. Wise was required to interact closely with the City's safety forces via radio to ensure access in the event of an emergency. The police, fire, and EMS services were kept informed of the contractor location and steel plates were utilized within minute notices over excavated areas when Mr. Wise was alerted by radio of needed emergency access.

Cleveland-Cuyahoga County Port Authority - Cleveland Bulkhead (Flats-East)

Construct a replacement to the steel sheet pile bulkhead along the Cuyahoga River. The facility is located at the Flats East Bank site, between Main Avenue and Front Street west of the vacated Old River Road. The work includes driving new vertical and batter piles; driving new sheet piling, installing wales and steel connections, demolition of existing track platform; demolition of concrete pavement; excavation and embankment; installation of fenders; construction of a new CSO, and extension and abandonment of an existing CSO and other general site work.

City of Hudson

Mr. Wise performed the services of the Lead Project Representative which included everything from providing project documentation, overseeing additional field personnel, and performing pay requests from the various contractors. Details of some of the most recent years activities include:

City of Hudson - Season Road Eco-Green

New business park that is being constructed on property north of Seasons Road. The project consists of earthwork for site development and a detention basin, installation of sanitary, water and storm sewer utilities, gas and communication lines. Additionally there is Type 6 concrete curb, full depth asphalt pavement, including widening of Seasons Road.

Terry A. Wise (continued)

City of Hudson - 2012 Concrete Replacement Program

The Program included the removal and replacement of various concrete street panels on six streets, replacement of sidewalk panels, curb, and installation of new American Disabilities Act (ADA) ramps on five streets. Other work included various joint repairs on a portion of the streets, along with miscellaneous storm sewer, curb/pavement, and sidewalk replacement work at various locations directed by the City of Hudson. Construction Value: \$189K

City of Hudson - 2012 Line Striping Program

Provided part time / as-needed project representation to document and check measurements in various phases of the Hudson Line Striping program including long line, hand work, and application thickness. Construction Value: \$125K

City of Hudson - 2011 Asphalt Program

Involved 10 Mill and Resurface Streets, 3 Reconstruct with Soil Stabilization Streets, and 3 Full/Partial Depth Repair Streets. \$1.1M

City of Hudson - 2011 Concrete

Involved 12 streets with concrete panel replacement, 3 streets with concrete panel, joint repair and sealing, and 2 streets with raised pavement crosswalks with stamped and dyed concrete. \$413K

City of Hudson - 2011 Crack Sealing

Involved 47 streets. \$55K

City of Hudson - 2010 Asphalt Program

Involved 15 mill and resurface streets, 3 reconstruct with soil stabilization streets, and 6 full/partial depth repair Streets. \$1.2M

City of Hudson - 2010 Concrete Program

Involved 13 streets with concrete panel replacement, 2 streets with concrete panel, joint repair and sealing, and 3 streets with miscellaneous sidewalk panel replacement. \$188K

City of Hudson - 2010 Crack Sealing

Involved 59 streets. \$62K

City of Hudson - 2010 Asphalt Resurfacing Program

Reconstruction of 5 roads with cement soil stabilization, 13 roads that received milling and resurfacing improvements, and full and partial depth repairs on 6 other streets. Project required 1 full time and one part time RPR to properly cover times of increased production. Due to Mr. Wise's attention to detail with tracking quantities and associated costs the City of Hudson had leftover funds that were utilized to reconstruct twice the length of a street from the initial contract, along with milling and resurfacing of an additional street within the city's limits. Construction Value: \$1.1M

City of Hudson - 2006-09 Asphalt Resurfacing Program

Involved resurfacing, reconstruction, and widening of various streets (18 streets) \$1.9M

Terry A. Wise (continued)

City of Hudson - 2010 Concrete Replacement Program

Removal and replacement of various concrete street panels on 14 streets, replacement of sidewalk panels, and installation of new American Disabilities Act (ADA) ramps on 6 streets. One unique aspect to the project was the removal of concrete sidewalks with 3 tiers and the reinstallation with dyed and stamped concrete resembling sandstone. Other work included various joint repairs and joint sealing improvements.

City of Hudson - 2010 Line Striping Program

Provided two full time RPRs to document and measure all phases of the program including long line, hand work, and application thickness. The measurements documented were utilized to reduce inspection time and costs for future programs. The Data allowed spot inspections of materials, line quality, and thickness of paint application to determine quality of work in place of full-time inspection. Construction Value: \$97K

City of Hudson - 2006 - 2009 Line Striping

Installed all pavement markings in the City of Hudson utilizing Type 2 Alkyd quick-dry paint from 2006-2009. The City converted to a waterborne based paint in 2010 for future projects. \$110K

City of Hudson - Fossalto Acres Four Lot Extension

Project consisted of earthwork for site development and a detention basin, installation of sanitary, water, and storm sewer utilities, gas and communication lines, Type 6 concrete curb, full depth asphalt pavement, final planting of street trees, seeding and mulching for restoration. Provided as-needed inspection for the duration of the project, which included documentation with construction activity reports, estimate work sheets, material quantity reports, and authorization for payment requests of the contractor based on work performed. Construction Value: \$112K

City of Hudson - Georgetown / SR 91 Intersection Improvements

Involved the installation of new signalization for this intersection. \$86K

City of Hudson - 2006-10 Crack Sealing Program

Crack sealing of 63 streets using Type 4 with fiber filler material. \$82K

City of Hudson - Corporate Drive /SR 91 Intersection Improvements

Two separate contracts totaling \$195K – involved reconfiguring northbound left turn lane, adding southbound right turn lane, addressing storm drainage issues, and installation of new signalization

Vermillion, Ohio - Trenchless Trunk Sewer Relining

Project involved a polyethylene product called U-Liner. Performed point repairs in 2 locations using SDR 35 PVC pipe and Fernco couplers (manhole re-lining was not included). Mr. Wise tracked quantities ensuring the contractor adhered to not only quality control assurances, but also local ordinances regarding work activities and hours.

Brooklyn Landfill

This project involved the total encapsulating of the perimeter of the City's 43 acre landfill for environmental requirements. Aspects included: removing/rebuilding a portion of a sanitary manhole, including re-lining the lower portion, installing a leachate drainage system, a welded rubber liner, along with methane well releases. This landfill enclosure system was performed over a 3-year period with 3 different contractors. Mr. Wise was responsible for tracking

all aspects of the project, including overseeing the testing welds to the sections of the rubber liner. Assisted in rewriting the quality control/quality assurances for the client.

City of Tallmadge

New construction involving sewer construction, repaving, and new sidewalks with stamped concrete, and streetlights. Responsibilities included tracking all quantities and pay estimates.

Ottawa National Wildlife Refuge

Special work involving the documentation of construction of 1.5-mile long earth and rock dike to enclose 900 acres of quantities. Monitored the requirements outlined in the contract regarding the wildlife in the park area, including the separation from bald eagles nesting, and afforded the opportunity to be involved with the construction of a water/fish control system after the dike was constructed for the 900-acre addition.

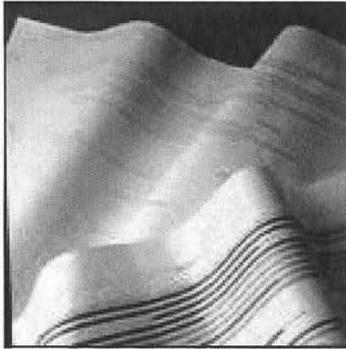
City of Maple Heights- Raymond Road

Road reconstruction, storm, and sanitary sewer. This project involved sewer separation of the sanitary and storm

Thomas Reid, P.E.



QCI Group™



Civil Inspector

Mr. Reid has an extensive background in the construction management/contract administration of many significant public works and infrastructure projects including roadway widening and realignment; construction of bridges; relocation of utilities; and installation of street lighting, curbs, sidewalks and pavement marketing. He has worked with various governmental agencies including the U.S. and Ohio EPA, the U.S. Army Corps of Engineers, the Ohio Water

Development Authority, the Ohio Department of Transportation, and the U.S. Department of Agriculture, Rural Development. He has managed construction projects for municipal and county agencies in Ohio, Florida, Arizona and California.

Relevant Experience:

City of Huron, Ohio - Fabens Park Project 2016: This was a federally funded project. QCI provided contract administration and construction inspection services in compliance with the Ohio Department of Transportation's Local Public Agency (LPA) program. Scope of the Project included widening of the roadway (US RT6) to account for two left turn lanes to improve access to Fabens Park. Mr. Reid provided full time construction inspection, daily construction reports, tracked labor, material and equipment, reviewed pay applications and worked as a liaison between the contractor and the owner. Construction Value \$450K

Site/Civil Manager for VA Medical Center, Orlando, FL (\$53 M): Construction of Community Living Center, Chapel & Domiciliary as Superintendent responsible for all Site/Civil work including underground utilities, 2 complete sanitary pump stations, Fire Protection system, roadways & parking lots, concrete walkways, and storm sewer system, and also all E & S protection.

C4ISR Center for Excellence, Aberdeen Proving Ground, MD (\$500 M): Construction on this highly technical command, control, communications, intelligence, surveillance and reconnaissance campus covers approximately 1,529,000-SF. The highly secure campus will house nine buildings, including administrative and headquarters facilities, laboratories, storage, and hi-tech training facilities. This complex design-build project is part of the Base Realignment and Closure (BRAC) program and one of the first BRAC contracts of this magnitude and scope.

Pickaway County Commissioners - Darby Township Sewer Improvements - Phase I (\$1.5M): Construction of 4,150 lf of Sanitary Sewers, 3 submersible type sewage Pump Stations, 10,500 lf of Sanitary Force Mains, 2,400 lf of Sanitary Sewer Rehabilitation Work.

Delaware County Commissioners - Alum Creek Water Reclamation Facility (\$75M): Construction of a new 10MGD WWTP consisting of Influent Structure, Aeration Tanks, Clarifiers, Digesters, Sludge Handling Building, Tertiary Treatment Building, Post Treatment Building, Maintenance Facility, Administration Building, and associated pumping stations.

Education/Certification & Training:

Ohio University
Bachelor of Science,
Civil Engineering

Professional Engineer,
Ohio; California;
Arizona; Maryland; and
Florida

United States Navy, 21
years of service (3 active,
18 reserve), retired as
Captain

American Concrete
Institute Level I Field
Testing Technician

Ohio Aggregate Level 1
ODOT Flexible Pavement
ODOT Structures

ODOT Prequalified:

- Project Inspector
- Structures Inspector
- Construction
Engineer Level 1
- Construction
Engineer Level 2

Thomas Reid, P.E. (continued)

Seneca County Commissioners - Honey Creek WWTP Upgrade and Sanitary Sewer Extensions (\$450K):

Construction of 3,000 lf of Sanitary Sewers with appurtenances and Wastewater Treatment Plant Upgrade

Northeast Ohio Regional Sewer District (NEORS) - Fairmont Boulevard Relief Sewer – Contract 7B (\$16.5M):

Construction of 11,200 lf of 60-inch RCP sanitary sewer in a tunnel with all appurtenances including shafts, tangential drop inlet structures, connector pipes and odor control stations.

City of Columbus, Department of Public Utilities, Division of Sewerage & Drainage (DOSD) - Franklin-Main

Interceptor Rehabilitation Sections 2/3, (\$540K): Rehabilitation of 5,750 lf of 24-inch diameter vitrified clay pipe by the cured-in-place (CIPP) process; including videotaping, lateral status verification, flow maintenance and by-pass pumping, traffic maintenance, temporary access improvements, pipe and manhole abandonment.

Northeast Ohio Regional Sewer District (NEORS) - Mill Creek Tunnel–Phase I (\$25M):

Construction of 13,150 lf of 108-inch RCP sanitary sewer in tunnel through soft ground with work and access shafts and all appurtenances.

City of Columbus, Ohio (DOSD) - Southerly WWTP, West and Center Primary Clarifier Improvements (\$3.6M):

Replaced sludge collection equipment in the west and center primary clarifier trains and provided structural and electrical improvements to the trains. Also performed rehabilitation work to the existing tanks, channels, and walkways.

City of Columbus, Ohio, Division of Sewerage and Drainage (DOSD)- Upper Scioto West Interceptor Sewer(\$65M):

Construction of 31,500 lf of sanitary sewer in tunnel ranging from 72 to 84-inch RCP with T-Lock PVC lining constructed mainly in limestone at depths of 24 feet to 100 feet, including all work and access shafts, tangential inlet structures, connecting lines, and pump station abandonment.

Sandusky County Sanitary Engineer - Rice Township Sewer Improvements, Phase III SR, 53 Area Sewers (\$100K):

Construction of 720 lf of 8-inch gravity sanitary sewer and appurtenances with two bored crossings under SR 53 built in permanent easement, utilizing approx. 140 lf of AWWA C-900 pipe with water-tight joints to protect two private water wells along the alignment.

Northeast Ohio Regional Sewer District (NEORS) - Parma Park and York Road Relief Sewers (\$2.3M):

Construction of 11,850 lf of 36-inch RCP sanitary sewer in open cut, including all appurtenances and connectors to existing sanitary lines and newly constructed Pearl Road Relief Sewer Tunnel.

Northeast Ohio Regional Sewer District (NEORS) - Olmsted Falls Leg of the Southwest Interceptor, (\$18.5M):

Construction of 24,000 lf of 48-inch RCP sanitary sewer in tunnel and open cut including all appurtenances.

Ohio Department of Transportation/Office of the State Architect - Franklin County Maintenance Facility, (\$2.4M):

Construction of the site/civil portion of work for a new ODOT maintenance facility, including grading and storm sewer system for a 3.5-acre site, installation of a 6-inch sanitary sewer line to serve the facility, and paving of the parking lot and access drive.

City of Hilliard – Britton Parkway (\$3M):

Construction of a new 5-lane divided highway, including curb and gutters,

Thomas Reid, P.E. (continued)

enclosed storm drainage system, street lighting, sidewalk, bike path, landscaping and irrigation systems, pavement marking, signage and signalization.

Village of Scio – East Bridge Construction (\$460K): Reconstruction of 2-span bridge including new concrete abutments and pier to replace original precast box-beam with composite concrete deck.

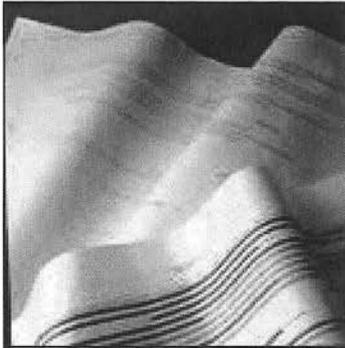
Ohio Department of Transportation – U.S. 62 Bypass Bridge (\$4.2M): Construction of 2 and 4 span bridges over roads, waterways and railroad. Project included piling work, foundations, piers and concrete decks.

City of Marietta – Street Rehabilitation (\$375K): Asphalt and concrete reconstruction of roadways; included waterline, storm sewers, curbs and gutters, sidewalks and retaining walls.

City of Uhrichsville – Street Improvements (\$252K): Rehabilitation of 3,000 lf of roadway; including new 8-inch waterline, 12-inch storm sewer system, curbs and gutters, sidewalks and pavement widening and replacement.

Ohio Department of Transportation – Interstate 77 Bridges (\$3.5M): Construction of one to four span bridges on I-77 from US 21 east to Fairlawn, Ohio. Construction included piling, foundations, piers, structural steel and composite concrete decks.

Saulius Gruzdys



Civil Inspector

Mr. Gruzdys has a Bachelor of Science in Civil Engineering from the Fenn College of Engineering at Cleveland State University. His work at Quality Control Inspection, Inc. has provided him with a solid background in transportation, concrete structures, storm water management, tracking of quantities and materials and document controls. Mr. Gruzdys is knowledgeable in the use of QCI's electronic engineers reporting system, Build A Form® (BAF), and has active field engineering experience on the following projects for QCI.

Relevant Project Experience

City of Green, Ohio - Lauby Road Reconstruction (LPA): The project consisted of the widening of 5,980' of the north and south bound roadways of Lauby Road with adequate berm lane widths and the addition of lighting. The intersection of Lauby and Greensburg was improved with a roundabout. The project included a 60 day road closure to construct the roundabout. Mr. Gruzdys supplied full-time project inspection, tracked labor materials and equipment, collected TE-24 verification tickets, and assisted the Construction Engineer with the PBOM, submittal reviews, and pay estimates. Construction Value \$3.2M

City of Green, Ohio - CAK International Business Parkway Phase III at Port Green: The project consisted of the construction of approximately 5000 lineal feet of new roadway including pavement, sanitary, storm sewers and water. The Project included the excavation of approximately 50,000 cubic yards of soil and 30,000 cubic yards of embankment work. The Designer was EDG and the Contractor was Mark's Excavating and Trucking. QCI is providing Construction Management and inspection services including construction engineering, inspection, monitoring the work of the Contractor, tracking quantities, scheduling testing, and providing project documentation through QCI's Build-A-Form Electronic Engineers Report System. Construction Value \$5M

City of Green, Ohio - Steese/Shriver Road Reconstruction Project: The project included the reconstruction of a small section of Steese Road from Shriver east to the roundabout with the addition of a central turn lane and sidewalks. The entire section of Shriver Road from Steese Road to Greensburg Road was repaved, including sidewalks, curbs and storm sewers. Mr. Gruzdys is providing construction inspection, monitoring the work of the contractor to the contract documents, tracking quantities, and providing daily construction activity reports. Construction Value \$1.5M

City of Port Clinton, Ohio - OTT-6th Street Reconstruction Project (LPA): The Project involved the reconstruction of .65 miles of this urban collector street. The road was widened 4 additional feet to safely accommodate two-way traffic and parallel parking. Project included the full-depth reconstruction of the roadway, sewers, water, and the removal of a signal. The Street provides access to three local schools and Magruder Hospital making maintenance of traffic and good communication with all stakeholders critical to the success of the project. QCI provided consultant contract administration, inspection and testing of the LPA project for the City of Port Clinton. Mr. Gruzdys assisted with review and approval of quantities, measurement of concrete walks and aprons and as built sketches.

ODOT D12-MTN-APPROACHES - PID 100013: The Project involved the resurfacing of bridge approaches along I-480 from Clague Rd. to Ridge Rd., including resurfacing work, identifying partial depth repairs as needed, proper maintenance of traffic, application of pavement markings and ensuring the Contractor strictly followed plan requirements for

Education/Certification & Training:

Cleveland State
University
Cleveland, Ohio

- Bachelor, Civil
Engineering

The State Board of
Registration for
Professional Engineers
and Surveyors, State of
Ohio

- Engineer Intern
May 16, 2013

ACI Certified - Field
Tech Level 1

Saulius Gruzdys (continued)

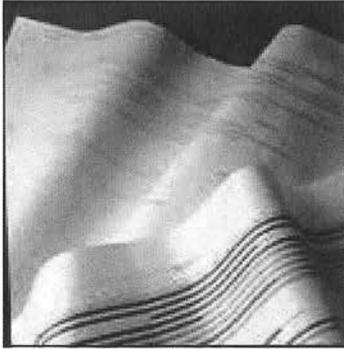
procuring and application of materials under a timely schedule. Mr. Gruzdys directly assisted Jake Bailosky, ODOT Project Engineer, by making necessary calculations and measurements, obtaining copies of material invoices, reviewing and preparing Pay Estimates, and coordinating with the Contractor. Construction Value \$713,000

Various LPA Projects: Assisted Construction Engineer with Project Bill of Materials (PBOMs), Pay Estimates, Submittal Reviews, CMS clarifications, quantity calculations and constructability Reviews - Green Lauby Road, Mentor Morton Headlands Trail, CMP Mill Creek Connector Trail, Hudson Blackberry and Brandywine Dr. Bridge.

Don Szabo



QCI Group™



Civil Inspector

Mr. Szabo has 50 years experience in the construction industry founded by a solid professional career in positions of Construction Superintendent, Project Manager, Chief Estimator for Cities and private companies. He has overseen large projects and managed City projects in excess of \$7M. Mr. Szabo has a comprehensive knowledge of new and rehabilitated road construction and infrastructures for the growth of developing communities including bores with

casing pipe, free bores, and tunneling. His background of heavy highway included track excavation, blasting, dewatering and stabilization. He has been responsible for constructability reviews, monitors jobs costs, negotiating of change orders and project coordination. Mr. Szabo worked for QCI prior to joining the City of Solon in the capacity of Contract Administrator, supervising inspectors, overseeing projects, planning, staffing, field coordination and the assurance of employee safety.

Relevant Project Experience

City of Hudson - Season Road Eco-Green

New business park that is being constructed on property north of Seasons Road. The project consists of earthwork for site development and a detention basin, installation of sanitary, water and storm sewer utilities, gas and communication lines. Additionally there is Type 6 concrete curb, full depth asphalt pavement, including widening of Seasons Road.

City of Oregon - Various Projects

Performed inspection services on the following projects:

- 2012 Roadway Improvements
- Cresceus Storm Relief
- Eagles Landing Plat 8
- Sanitary Sewer Rehabilitation Ph. 2
- Seamen Road Storm Improvement

City of Solon - Pettibone Road Infrastructure Improvements (LPA)

Overseeing the construction inspection services for the full-depth reconstruction of 3.45 miles of Pettibone Road. Project elements include the installation of bike lanes, a 10-foot multi-purpose path, storm sewers, sidewalks, curbs, traffic control signs, and pavement markings. Construction cost of \$12.3M.

Woolpert - Berkeley County Public Serve Sewer District - North Area Sewer Project

Martinsburg WV

On site observations of a \$ 25M construction project consisting of WWTP, three transmission lines contracts including force main, gravity feed and eleven pump stations and 20 miles of water line.

Education/Certification
& Training:

Trench Box Safety

Confined Space

Hazardous Material

Fire Line Installation

OSHA Training

Don Szabo (continued)

City of Solon

Estimated, inspected and supervised all construction activity, managing projects, including negotiating change orders, monitored job costs. Oversaw various utilities and road projects consisting of new sanitary sewer lines and road construction with service laterals.

City of Solon – Liberty Road

This project consisted of the installation of approximately 1.5 miles of sanitary sewer main for the upgrading of services to 72 residences. The 15" concrete main was installed at a depth of 15' within Liberty Road pavement. Upon completion, Liberty Road was repaved with the addition of new drive aprons to all residences to accommodate the new asphalt.

City of Solon – Solon Road

This project involved the installation of approximately 3,000 lf of PVC sanitary sewer main to accommodate 85 existing residences. Depth of installation reached up to 15". Upon completion of the main, the entire roadway was updated with a complete milling operation and 3" of new asphalt.

City of Lyndhurst - 2009 Sanitary Sewer Repair

Project consisted of repairing sections of sanitary sewer main by replacing deteriorated/broken sections and correcting cross connections.

City of Lyndhurst - 2009 Asphalt Resurfacing

Project consisted of asphalt resurfacing, asphalt surface treatment, full depth pavement repairs, and chip sealing of various streets.

City of Lyndhurst - Masonry Repairs to the Box Culvert on the East Branch of Euclid Creek, Phase II

Project consisted of repairing the box culvert by using a polymer modified cementitious mortar or ODOT Class C concrete. Confined Space Entry certification required to perform the project.

City of Maple Heights - 2009 Asphalt Program

Mill and fill on 30 streets including base repair and all casting adjustments. Recycle two streets. Replacement of curb, sidewalk, handicap ramps, and drive aprons, as needed. Reconstruct catch basins, as needed.

City of Maple Heights - Phillip/Clement Sewer Replacement

Replacement of existing sanitary and storm sewers on Raymond, Phillip and Clement. Mill and fill all three streets when sewer installation completed.

Chagrin Valley Engineering - Mardale Avenue Reconstruction in Bedford Heights

Replacement of existing water main and all appurtenances, new storm sewer system, new sidewalk and replacement of existing asphalt pavement and replaced with concrete pavement.

Heckman Excavating

Eliminated, ordered, and oversaw the completion of projects from cut and fills, sanitary sewer of 8", storm sewer from 8" to 42" and 6" to 8" DIP water lines. Included asphalt paving and concrete curbing.

Don Szabo (continued)

C.J Natale Construction Co. - Chief Estimator

Ordered material, assisted in change orders specifically for the Cities of Macedonia and Twinsburg, Project Manager for the installation of 2', 4", and 6 force mains in addition to the installation of package plants and lift stations.

Cook Paving and Construction - Chief estimator and project manager

Monitored job costs, shop drawing, submittals ordered material, and assisted in change orders.

NASA Research Center

Oversaw the placement of 6", 8", and 10' sanitary sewer of PVC and VCP piping with 2 and 4 'force mains and lift stations

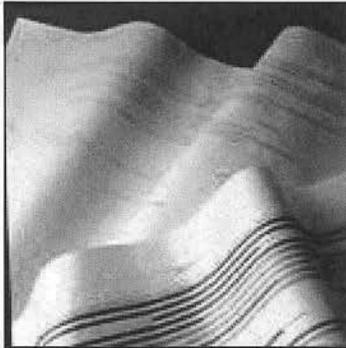
Solid Rock Excavating & Poured Walls - Chief Estimator and Project Manager

Monitor job costs, shop drawing submittal, ordered material, AIA pay request forms/change orders/extra work

Cavalier Construction

Set up the company in Buffalo, NY doing selective demolition, abatement, full remodeling of existing Eric County Public Schools, estimated and work.

Harold J. Miller



Civil Inspector

Mr. Miller has 30 Plus years of experience in contract administration and inspection services in the construction industry with a focus on capital improvements including commercial and residential subdivisions, transportation, underground utilities and public facilities. Harold's in depth understanding of plans and specifications on every project allows him to effectively communicate RFI's and conflicts to the engineer with recommendations for resolutions.

Harold is highly knowledgeable with Construction and Material Specifications, and has served as QCI's Project Manager / Executive on multiple federally funded programs in several states.

His duties include preparing and conducting pre-construction and progress meetings, integrating and reviewing schedules, shop drawings, material submittals, pay applications, and close-out documents. Furthermore, Mr. Miller has extensive experience with state park construction for the Department of Natural Resources, wetlands, and dredging projects overseen by the U.S. Army Corp. of Engineers.

Relevant Project Experience

Woolpert - Berkeley County Public Service Sewer District – North Area Sewer Project, Martinsburg, WV: On-site observation of a \$ 25M construction project consisting of WWTP, 3 transmission lines contracts (including force main and gravity feed), 11 pump stations and 20 miles of water line.

Buckeye Water District - Ohio River Raw Water Intake and Pumping Station: Project involved excavation of the Ohio River bed and the placement of 2-24" raw water intake lines on the bottom of the Ohio River. In addition, a pier with piles and a \$5M pump station is being built to pump the water over 5 miles to a new treatment facility. Underwater diving is required during the construction of the water intake lines. Value: \$9.0 M.

Village of Moorland Hills 2014 Asphalt resurfacing Program:

This project consisted of Full and partial depth repairs, repair and adjustment of castings and curbs and pavement of multiple streets in Moreland Hills Ohio. The program utilized recycled asphalt for shoulders, 448 asphalt for intermediate and final courses and chip and seal on various portions of the roadway. Mr. Miller was responsible for project inspection, daily construction activity reports, scheduling materials testing, tracking of materials, labor and equipment, review of pay estimates and acting as a liaison between the contractor, Moreland Hills Engineer and the residents. He ensured the project meet both the Village of Moreland Hills and ODOT 2013 specifications. Construction Value of \$482K

Education/Certification & Training:

Kent State University
Kent, OH

- Business Administration

Louisiana State
University, Baton
Rouge, LA

- Construction Management

Harold J. Miller (continued)

City of Hudson, River Oaks Subdivision Phase 1: Mr. Miller supervised the inspection of this 2014 subdivision project. His responsibilities include monitoring the activity of the contractor to ensure work is placed in accordance with the contract documents, Daily construction activity reports, tracking of labor, materials and equipment in BAF, and collecting materials tickets for the field file.

City of Hudson -Trails of Hudson: This project involved various components of a private allotment. Maintained a presence on all work in the City of Hudson's existing right-of-way on Hudson Drive. In addition, we enforced the City of Hudson Engineering Standards for backfill and compaction for the sanitary sewer and water, which were overseen by other entities.

Ohio Turnpike Commission 59-13-03 resurfacing project 2013: Project consisted of the removal by milling of three (3) inches of existing asphalt pavement in the center lane and right lane of the mainline, mill and fill of the Sonic Nap Alert Pattern ("SNAPs") in the left shoulder (median) and select locations on the right (outside) shoulder, resurfacing of the pavement to the thickness specified in the Plans and Notes, repair of median catch basins, concrete weatherproofing of bridges, full depth pavement repairs, installation of raised pavement markers and permanent pavement striping and/or other pavement markings, upgrading of guardrail, installation of SNAPs and temporary traffic control. Mr. Miller was the lead Inspector on the project ensuring all work was performed as per the Plans, Drawings, Specifications, Special Provisions, and other Contract Documents. Project Value \$6.5M

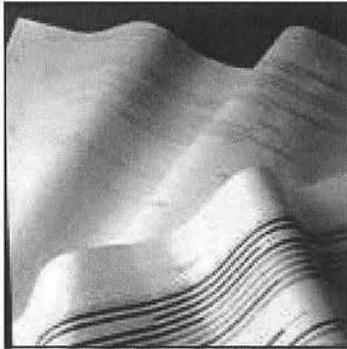
Central Terminal/Lafarge Cement/LTV/ Mittal Steel - River Dredging Operations: Multiple client dredging operations on the Cuyahoga River involving pre-dredge, dredge, and post dredge (hypak survey equipment) operations. Barges were loaded with as much as 2,000 cubic yards of material and discharged hydraulically. Worked very closely with the Army Corp. of Engineers.

Colpetzer-Thomas Engineering: On-site inspection and supervision responsibilities. Specific projects included Waste Water Treatment Plant expansion, main interceptor sewer systems, supervision of multi-contract sewer and force main expansion to service multiple communities, a new area educational campus, and fire stations.

Ducks Unlimited, Inc. - Wetland Preservation: Enclosed 900 acres of Lake Erie property as a conversion to wetlands and a fish hatchery as part of the Ottawa National Wildlife Refuge. Excavated lake bottom and constructed a 1.5 mile dike with primarily clay materials brought in by Moxy earth trucks. Built a concrete inlet fish structure and lock, including a basket system and gate valves, that ultimately controlled water levels and the variety/size of fish in wetland areas. Value: \$7M.

Stone & Webster Engineers, Boston, MA: Quality Control Division responsible for overseeing the Nuclear Power Planet Projects, including soils, reinforced concrete, structural steel, cad welding and electrical disciplines. Also participated in the final document preparation and review for turnover to the NRC and client for approval. Specific buildings included the Turbine Generator Building, and Reactor Containment Structure.

Robert S. Coates



Civil Inspector

Over 40 years of experience in the management, administration and oversight of millions of dollars' worth of large-scale field projects, specializing in heavy construction, environmental remediation, and oilfield operations. Managed field and office personnel from diverse disciplines in teams ranging in number from three to more than 75 people including both union and non-union laborers, operators, plumbers, welders, electricians, surveyors, engineering

technicians and masons. Played an active role in business development activities, client meetings, technical proposal development, bid and estimate preparation for construction and environmental projects.

Relevant Project Information:

Field Construction Manager/Project Coordinator (IIC), Fresh Kills Landfill, Staten Island, New York (total of \$59-million in various projects): Co-project manager/project coordinator on a \$35 million landfill as (LFG) collection and flaring design/build project for the New York City Department of Sanitation's Fresh Kills Landfill. Project was a negotiated acquisition with the City and was one of the first projects of its kind performed under the new NSPS regulations and in compliance with new clean air act regulations. Coordinated the activities related to acquiring the air and construction permits; specifying and ordering all flaring equipment and systems, materials and supplies; managing construction of the flare facilities, collection pipelines, well fields; and facilities startup. Each of the three facilities consisted of two 5000-scfm enclosed flares and three 5000- scfm Lamson blowers with 300 hp electric motors pulling 150-inch water vacuum. Co-managed three additional multi-million dollar projects for the Department of Sanitation from this location (Daily Cover, Compost Facility, Berm Construction). Performed as Health & Safety Officer on several projects.

Project Manager/Field Construction Manager for \$3.7-million Aqueduct Paddock Renovation, The New York Racing Association: Work consisted of demolition of old paddock and installation of new underground utilities including drainage, water, electrical and communication systems; construction of new concrete paddock area and offices, installation of rubber pavers in paddock area; construction and installation of new aluminum and glass curtain.

Education:

B.S., 1975, Geology, Marietta College, Marietta, Ohio

Licenses:

West Virginia Contractor License - Excavation (WV051583) Training and

Certifications:

29 CFR 1910.120 - 40-Hour Hazardous Materials Training
9 29 CFR 1910.120 - 8-Hour Supervisor Training
Radiation Safety - 8-Hour Training
RAD II Training - Department of Energy (DOE) SPRU CPR Certified
Safeland Certified
44 Certificate - URS Project Management

5. References



Reference - Large Commercial or Industrial Sites

Cypress Creek Town Center – Jacobs Group Pasco County Florida: Project included the construction management of all site and civil the site work from preconstruction through delivery of pad to tenants for building construction of a regional mall with a 510 acre construction site and 1,000 acre building site along with offsite improvements including access roads, utilities and wetlands.



QCI acted as the Developer's on-site construction manager/project manager. Our on-site Project Manager coordinated work with the Pasco County Engineers office, Army Corps of Engineers, Florida

Department of Transportation (FDOT) and Southwest Florida Water Management District. QCI oversaw and managed multiple contractors (site and building), coordinated inspections with Florida Storm Water, Management, Pasco County, and FDOT and oversaw and managed the QA/QC of all underground utilities and site work. Additionally, QCI readied building pads for turnover to future tenants, reviewed and processed contractor's requests for payment, made recommendations to minor adjustments and substitutions and coordinated meetings with contractors, utility companies and the owner to aid in communication of important issues. The Owner received regular update reports to keep them apprised of all progress throughout the project.

Contact Information:

Name: Dominic J. Salomone, P.E., Director of Engineering
Project Role: Project Manager
Company: The Richard E. Jacobs Group LLC
Phone: (440) 725-6526 Mobile
Address: 25425 Center Ridge Road
Westlake, Ohio 44145
E-Mail: DSalomone@rejacobsgroup.com

References (continued)

Reference - Capital Projects (street resurfacing, culverts, storm sewer, sanitary sewer, stormwater management park improvements, pedestrian safety projects and building construction)

City of Oberlin – (Home of Oberlin College) On-Site Construction Inspection

and Contract Administration: Since 2001, QCI has provided Construction Engineering, Contract Administration and Construction Inspection Services, integrating with the City of Oberlin's engineering staff on Capital Improvement Projects and Private Development work. Projects include, but are not limited to, roadway construction, underground utilities (storm, sanitary and water), private utilities within the right-of-way (gas, electric, phone, etc.), facilities, historical structure renovations and other miscellaneous work. Project Services include, but are not



limited to providing Contract Administrative and Inspection Services, general project oversight for contract compliance, serving as an owner's liaison with the contractor and the public, reviewing and processing contractor's request for payments, assisting with review of material submittals and shop drawings, coordinating changes with the contractor, engineer and owner, reviewing and making recommendations to change orders, and providing means and methods to aid in resolving conflicts and disputes. The City of Oberlin also takes advantage of the Build A Form® Engineer Report System for documenting and monitoring the project's progress throughout the project inspection process. One of dozens of example projects for the City of Oberlin include:

City of Oberlin, Issue 2 Pavement Improvements: Replacement of street drainage structures, the restoration of curbing and pavement, and the installation of new brick crosswalks on three streets located on the campus of Oberlin College. Coordinated with the City of Oberlin, the College of Oberlin, and the contractor to work on the main part of the campus during summer recess. The scope of work included the installation of 3,963 lf of 6" PVC underdrains, 231 lf of 12" RCP storm laterals, 15 new catch basins, 24 ea handicap accessible ramps, 1,822 lf of Type 6 curb, 2,502 lf of Type 3 curb, 2,429 sf of concrete sidewalk, and milling of 12,759 sy of existing asphalt pavement. That same pavement was then covered with 1.5" of Type 2 asphalt, pavement overlay fabric and 1.5" of Type 1 asphalt. 1,390 sy of pavement was replaced full depth. 3,694 sf of clay paving bricks were installed in new crosswalks on the campus.

Contact Information:

Name/Position: Jeff Bauman, P.E., Public Works Director
Company: City of Oberlin
Phone Number: (440) 775-7204
Address: 85 South Main Street, Oberlin, Ohio 44074
Email: jbaumann@cityofoberlin.com

References (continued)

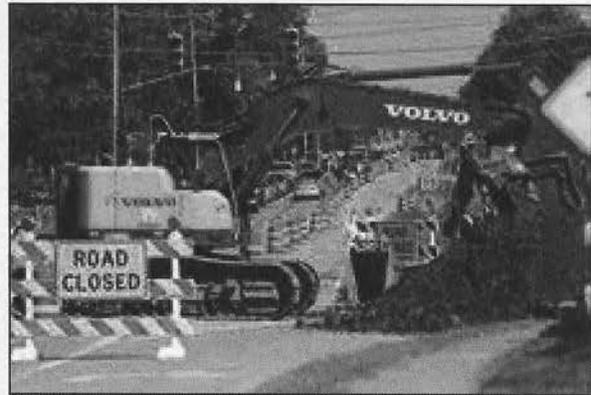
Reference - Entire Residential Subdivisions (as a whole during site/civil work)

Delaware County Sanitary Engineer:

QCI has contracted with the Delaware County Sanitary Engineer's Office for more than 20 years to support monitoring and inspection of subdivision allotments in one of the fastest growing counties in the country. We have worked along side Delaware County employees with a common goal of insuring the future subdivisions were constructed to the Delaware County Sanitary Engineers standards. During our tenure with Delaware County, we have participated on over 370 subdivision inspection assignments and consistently met their staffing needs and technical expertise for projects of both short and long term duration.

Delaware County Engineer Services Profile:

QCI has contracted with the Delaware County Sanitary Engineer's Office for more than 12 years to support monitoring and inspection of subdivision allotments in one of the fastest growing counties in the country. We have worked along side Delaware County employees with a common goal of insuring the future subdivisions were constructed to the Delaware County Sanitary Engineers standards. During our tenure with Delaware County, we have participated on 358 subdivision inspection assignments and consistently met their staffing needs and technical expertise for projects of both short and long term duration.



Below is a partial list of the various subdivisions inspected by QCI, and under the authority of the Delaware County Sanitary Engineer:

Olentangy Falls Development	Wedgewood Park North Development
Courtyards of Hidden Ravines, Sec 1 Sanitary	Scioto Reserve 2B Expansion
Slate Creek Phase 1	Liberty Village
Homestead at Highland Lakes	Scioto Reserve 2-B
Ravines at Scioto Reserve	Olentangy Crossing, Section 1
Olentangy Falls	Golf Village Sec. 6, Phs B Part 3A
Golf Village Sec. 6, Phs B Part 3B	Olentangy Crossing, Section 4

Contact Information:

Name/Position: Bill Clevenger, Delaware County Sanitary Engineer
Company: Delaware County Sanitary Engineer's Office
Phone Number: (740) 833-2246 Office/(740) 816-8264 Mobile
Address: 50 Channing Street, Delaware County, Ohio 43015
Email: wclevenger@co.delaware.oh.us

References (continued)

Reference - Municipal Building Project

Village of Newburgh Heights - New Administration Services Building 2016: This project utilized a design-build delivery method for the construction of a new 11,610 square foot, one story multi-purpose building. The structure included administrative offices, council chambers, police station, court room, conference room, non-separated mix use public space. The building was constructed on a re-purposed city lot in a highly urbanized area. Demolition of the pre-existing structure was accomplished through a separate contract. Unique features of the police station included a Sally Port, two holding cells, interview room, officer work stations, locker rooms, break areas, and the communications network room. The contract was a GMP \$2,625,000.00.



Harold Miller of QCI provided the contract administration service and supervision of QCI's full-time construction inspector. QCI's services remained in place for the duration of the work. QCI's inspector provided daily construction reports, tracked labor, material and equipment to a schedule of values by percentage of completion, reviewed submittals, answered RFIs from the contractor, communicated to the contractor and the owner any work in non-conformance to the contract documents, and assisted in resolving conflict in the field. All project documentation was reported in Build-A-Form® Engineer Report System.

Contact Information:

Name: The Honorable Mayor Trevor Elkins
Company: Village of Newburgh Heights
Phone Number: (440) 641-4650 Office, (216) 225-1037 Mobile (Use mobile moving into new facility)
Address: 3801 Harvard Avenue, Newburgh Heights, Ohio 44105
Email: t.elkins@newburghhtsoh.gov

References (continued)

Reference - Commercial Development/CIP

Green, Ohio - Contract Administration and Inspection Services on various CIP and Development Projects: QCI has a General Engineering Services Contract with the City of Green. We have supplied our professional and trained engineering and inspection staff for contract administration and inspection services on three major projects over the last three years. Our inspectors provided services including, but not limited to, daily construction activity reports, scheduled and monitored testing, resolved conflicts in the files, and acted as a liaison between the contractor and the City's Engineering Department. These projects ranged in size from \$3M to \$4M, and include new development and roadway construction projects. The following provides a description of two of the three recent projects:



CAK International Business Parkway: The project consists of the construction of approximately 4000 lineal feet of new roadway including pavement, sanitary, storm and water. The Project includes the excavation of approximately 50,000 cubic yards of soil and 30,000 cubic yards of embankment work. The Designer is EDG and the Contractor is Marks Excavating and Trucking. QCI is providing Construction Management and inspection services including construction engineering, inspection, monitoring the work of the Contractor, tracking quantities, scheduling testing, and providing project documentation through QCI's Build-A-Form Electronic Engineers Report System.



Lauby/Greensburg Road Reconstruction Project 2014/2015: The project consisted of the widening of 5,980' of the north and south bound roadways of Lauby Road with adequate berm lane widths and the addition of lighting. The intersection of Lauby and Greensburg was improved with a roundabout. The project included a 60-day road closure to construct the roundabout. Mr. Gruzdys supplied full-time project inspection, tracked labor materials and equipment, collected TE-24 verification tickets, and assisted the Construction Engineer with the PBOM, submittal reviews, and pay estimates. Construction Value \$3.2M

Contact Information:

Name: Mr. Paul Pickett, City of Green Engineer
Project Position: City of Green Contact
Company: City of Green
Phone Number: (330) 896-5510
Address: 1755 Town Park Boulevard, Uniontown, OH 44685
Email: PPickett@cityofgreen.org

References (continued)

Reference - Park Projects

Cleveland MetroParks - CUY-Mill Creek Connector Trail Phase 2:

QCI provided Local Public Agency (LPA) Contract Administration of the federal funds and active on site construction Management and Inspection services to extend the trail north, crossing Mill Creek via a 150-foot-long bridge. The trail then heads toward Warner Road, before diverging away through a recovering wooded area up to an overlook where spectacular views of the Mill Creek and Cuyahoga River valleys can be appreciated. Continuing north past a switchback, the trail rises out of the woods and traverses a light industrial and urban area.



This phase of the project ends at Garfield Boulevard. The project also includes a 3,000 lineal foot cellular retaining wall and 1.25 miles of 10' wide multi-purpose asphalt trail. Construction Value \$3.7M

QCI's Contract Administrator played a critical roll for the Cleveland MetroParks in mitigating additional costs associated with unforeseen conditions due to an un-marked, active 22" gas line that was discovered running directly underneath several thousand feet of a cellular retaining wall being constructed for the bike path.



Contact Information:

Name: Sean McDermott, P.E.
Project Role: Project Engineer
Company: Cleveland MetroParks
Phone: (216) 635-3258 Office/(216) 780-1163 Mobile
Address: 4101 Fulton Parkway, Cleveland, Ohio 44144
E-Mail: sem1@clevelandmetroparks.com

References (continued)

Reference - Single Lot Residential and Commercial

City of Hudson, Ohio - Annual Service Contract 1994 to Present:

For the past 22 years, QCI has provided construction inspection and contract administration services to the City of Hudson through annual service agreements. QCI's professional engineers and trained field staff integrate with the City's staff on the administration of Capital Improvement Projects as well as overseeing all private development work within the City.

Our team consists of a full-time contract administrator with a staff of 3-8 inspectors on average. Projects range in all sizes up to an \$11M downtown redevelopment project.

Additionally our scope of work includes:

- Single lot Inspections for Residential and Commercial
- Annual street asphalt and concrete programs with striping
- Signalization and street lighting
- Roads and underground utilities including water, sewer
- Electric and sanitary

Project Services:

- Contract Administration and Construction Inspection
- Serves as owners liaison with businesses and residents
- Coordination with utility companies
- Schedules and advises on all materials testing
- Review material submittals and shop drawings
- Coordinates schedule and changes with contractors, engineers and developers
- Manages and tracks pay items, pay estimates and extras using Build A Form® Engineer Report System



Contact Information:

Name: Thomas J. Sheridan, P.E., P.S.
Project Role: City Engineer
Company: City of Hudson
Phone: (330) 342-1770 Office
Address: 51 S Main St #3, Hudson, OH 44236
E-Mail: tsheridan@hudson.oh.us

6. Insurance



Insurance

QCI understands all of the insurance requirements of the Village of Radnor in order to perform services on the Construction Inspection & Contract Administration Services 2017-2018 contract. QCI shall purchase, and maintain for the life of the contract, all required policies to meet the Village of Radnor's requirements.

QCI is the Prime consultant that will be providing services under this contract. QCI has the staff and capacity to provide all services requested within the Village of Radnor's Construction Inspection & Contract Administration Services 2017-2018 RFP without the use of a subconsultant. QCI will have in place at the time of Notice to Proceed the following insurances.

1. Worker's Compensation Insurance to protect your employees for the statutory requirements of the Commonwealth of Pennsylvania including coverage under any applicable federal law.
2. Employer's Liability - \$1,000,000 Bodily Injury each accident
\$1,000,000 Bodily Injury by disease – policy limit
\$1,000,000 Bodily Injury by disease – each employee
3. Commercial General Liability – Occurrence form including independent contractors, products, completed operations, explosion, collapse & underground hazards, broad form contractual liability, personal injury, broad form property damage including completed operations:
 - General Aggregate \$2,000,000
 - Products & Completed Operations Aggregate \$2,000,000
 - Personal & Advertising Injury \$1,000,000
 - Property Damage \$1,000,000
 - Each Occurrence \$1,000,000
 - Fire Damage (any one fire) \$50,000
 - Medical Expenses (any one person) \$5,000
4. Comprehensive Automobile Liability covering all owned, hired and non-owned vehicles:
Bodily Injury & Property Damage combined single Limit: \$1,000,000
5. Umbrella Liability
 - \$2,000,000 each occurrence
 - \$2,000,000 aggregate
6. Professional Liability (Errors & Omissions)
 - \$1,000,000 per claim
 - \$2,000,000 aggregate

If selected, Certificates of Insurance will be issued to the Village of Radnor by QCI meeting all the requirements of the RFP, prior to starting any work under our contract.

7. Fee Proposal



The TOWNSHIP shall pay to QCI the fees as set forth below.

Classification & Rates	
Resource/Task: Project Employee Resources	Rate
Field Inspector (Civil)	\$78.00
Owner Representative (Clerk of the Works)	\$85.00
Contract Administrator	\$116.00
Construction Engineer, P.E.	\$130.00
Document Controller	\$70.00
Clerical	\$60.00
Resource/Task: Sub-Consultants	Rate
Sub-Consultant Testing, cost plus 5%	TBD
Resource/Task: Reimbursable	Rate
Build A Form Engineer Report System User licenses (two @ \$80 per month, 12 months)	1,920.00
Alt. SharePoint (12 months)	600

- a.) The fees shall be due and payable on a monthly basis upon presentation by QCI of a detailed invoice.
- b.) QCI shall submit a monthly invoice to the TOWNSHIP, specifying the project name and total daily hours worked per resource.
- c.) Payment shall be made to Quality Control Inspection, Inc., 201 King of Prussia Road, Suite 650, Radnor, Pennsylvania, 19087 or QCI's assigned financial agent within THIRTY (30) days of the dated invoice.
- d.) QCI's rates conform to the following cost principles: Monday through Friday, five, eight (8) hour workdays. Overtime rates apply for any hours worked over eight (8) per day, per person for the Field Inspector (Civil) and Owners Representative services. Overtime will be billed at 1.5 times the base rate established in the above fee table.
- e.) TOWNSHIP shall contact QCI one (1) hour prior to the start of any scheduled work to terminate any scheduled daily inspections. QCI shall forgo compensation for properly terminating scheduled daily inspection services. QCI shall be compensated for TWO (2) hours per person, for all scheduled inspection terminated before a two (2) hour working period, compensated for FOUR (4) hours per person for all scheduled inspection which exceeds two (2) hours, but has not exceeded a four (4) hour working period, and compensated for EIGHT (8) hours per person for all scheduled inspection exceeding four (4) hours, but not exceeding an eight (8) hour working period.

Fee Proposal (continued)

- f.) Mileage Reimbursement - QCI shall be reimbursed the current IRS "Standard Mileage Rate" for mileage reimbursement for any required driving.
- g.) Reimbursable Expenses - Unless otherwise stated, reimbursable expenses are the actual expenses incurred directly or indirectly, plus 10%, in connection with the project including expendable materials, transportation and subsistence incidental thereto; providing and maintaining field office facilities including furnishings and utilities; telephone calls and telegrams, reproduction of reports, drawings and specifications and similar project related items.
- h.) The rates for services shall become effective upon "Acceptance" by the TOWNSHIP and remain in effect through December 31, 2017 and shall not be construed to provide for exclusive use of QCI or to guarantee utilization of the above stated services to any level stated or implied. Upon January 1, 2018 through December 31, 2018, QCI hourly rates for services shall increase three percent for each rate listed.

8. Value Added Services



QCI Group™

As construction engineering, administration and inspection professionals we know not all projects are alike. With each project comes its own set of challenges and critical elements of work. When taking into account these project key considerations, it is incumbent on us to align the right level of construction administration and inspection services to equal that of the work. In order to accomplish this, QCI begins with the review of our in-house “Pre-Project Engineering Support Services Plan” (attached). This plan not only serves as the roadmap to our project deliverables, it also looks in word at other “value added services” that may compliment the project. For example:

Constructability Review – Review contract documents prior to advertisement of bid.

Value Engineer – Provide value engineering analysis of design documents, materials and project scope.

Scheduling – Establishment or analysis.

Document Controls – Establish document set-up for flow of shop drawing’s, RFI’s and extra work notices; including use of SharePoint.

Utility Coordination – Work as the Owner’s Representative in coordinating and monitoring the relocation of public and private utilities that may be in conflict with the future work.

Bid Analysis – Assistance with review of bids (i.e.: spreadsheet layout, references of past similar work, identification of unbalanced bid items, etc.).

Project Controls – Project Web Site, Monthly Progress Reports, Business Project Updates, Media, etc.

Public Relations Support/Project Status Reports – Project Web Site, Monthly Progress Reports, Business Project Updates, Media, Project Communication Plans, etc.

Claim Analysis/Expert Witness – Review of project claims, participate in dispute resolution process and expert witness services.

The above is a small sample of our project value added services. We have enclosed samples of past work product(s) relating to some, but not all, of the items listed.

PRE-PROJECT ENGINEERING SUPPORT SERVICES PLAN

Date: _____ Project Engineer: _____

Client: _____ Job Name/ City: _____

CA: _____ Director of Operations: _____

CHECK ALL ITEMS REQUIRED

ACTION REQUIRED BY:

PRECONSTRUCTION SERVICES

- 1. **Constructability Review**
Review contract documents prior to advertisement for bid
- 2. **Value Engineering**
Provide value engineering analysis of design documents, materials and project scope
- 1. **Bid analysis**
Assistance with review of bids (i.e.: spreadsheet layout, references of past similar work, etc.).
- 2. **Utilities**
Confirm status and performs of utility relocations (including who coordinates, plus, can utility relocations delay or interfere with project).
- 3. **Award**
Letter of award to the lowest and best bidder accepted by the owner.
- 4. **Contract dates**
Acquire all contract dates and record in project critical date(s) form (i.e.: date of bid, notice of award, contract execution date, date of notice to proceed, number of days to complete or substantial/final completion dates, bond period).
- 5. **Shop drawings and contract submittals**
Develop a list of recommended submittals based on contract documents.
- 6. **Permits – signed plans**
Verify status of all required permits and plan signatures.
- 7. **Notice of preconstruction conference**
Schedule and issue letter of notice (include all involved parties, police, fire, utilities, school transportation, etc.).
- 8. **Preconstruction conference meeting**
Develop and prepare agenda.
- 9. **Meeting minutes**
Issue preconstruction conference meeting minutes – retain audiotape on file.
- 10. **Follow-up Sheet**
Prepare and maintain a project follow-up sheet listing incomplete/unfinished project related matters (i.e.: incomplete submittals, submittal items to be reviewed, notices to be issued at later dates, contract signing etc.).
- 11. **Project telephone directory**
Prepare a directory of key contact and emergency telephone numbers.
- 12. **Project Crises/Emergency Plan**
Prepare a list of Key Contacts to be notified in the event of a project emergency.
- 13. **Contractor submittals**
Review documents furnished by contractor (at the time of the preconstruction meeting), identify compliance to contract documents with recommendation of acceptance to engineer.
- 14. **Project schedule**
Review in detail project schedule – report findings to engineer (if not representative of project or practical, review with contractor, engineer and recommend schedule be resubmitted until it better resembles the project and can be obtainable by the contractor, identify milestones and CPI's).
- 15. **Schedule of Values**
Coordinate a meeting with engineer and contractor to review schedule of values – review details of each item and what is included in reported value. Identify line items that have multiple items of work included in cost – determine value of each item for payment.
- 16. **Preconstruction videotape**
Obtain or prepare the preconstruction videotape prior to contractor mobilization.
- 17. **Project Controls**
BAF Software and master project schedule

PRE-PROJECT ENGINEERING SUPPORT SERVICES PLAN

PAGE 2 of 2

- 18. **Public Relations Notices – Up-dates**
Project Web Site, Monthly Progress reports, Business Project Up-Dates, Media, etc.
- 19. **Soil erosion and storm water prevention plan**
Review with the engineer the standard of compliance to the soil erosion and storm water prevention plan (i.e.; protocol, frequency of monitoring, coordination with other agencies, etc.).

CONSTRUCTION SERVICES

- 1. **RPR skill level and manpower**
Coordinate with manager and engineer the required skill level of our RPR and anticipate manpower needs.
- 2. **Documentation**
Based on knowledge of the project determine what documents will be necessary and to be completed by the RPR.
- 3. **Contract document review**
Determine the amount of advance time necessary for the RPR to review plans, specifications, submittals and be briefed on any specific particulars or special needs of the project (i.e.; traffic control, resident notification requirements, business access, emergency services, health services, testing, etc.)
- 4. **Start-up documents**
In advance of the contractor starting work, complete all pre-construction start-up documents (i.e.; driveway details, photos of certain existing conditions, etc.)
- 5. **Traffic control**
Establish with the engineer the extent of traffic control desired for the project
- 6. **Mobilization no. 1**
Informal site meeting with manager, RPR and contractor's key site person(s).
- 7. **Mobilization no. 2**
Check compliance of all contract requirements at the time of commencement (i.e.; traffic control, resident notification(s), storm water erosion control, conditions of easements, right of entries, equipment and material storage, construction ingress-egress, job safety, testing requirements, contractor's readiness to perform the work, design-construction problem solving)
- 8. **Key phases of work**
Identify key phase of work, coordinate with contractor, RPR and engineer.
- 9. **Work – non conforming**
Establish communication flow and procedures for work non-conforming to the contract documents.
- 10. **RFI**
Issue to the engineer contractor request for information (i.e.; written form submitted by contractor and log date received, nature, engineer response and date).
- 11. **Extra work orders**
Communicate engineer extra work orders (i.e.; prepare work letter directive, review proposed extra cost, make recommendation to engineer).
- 12. **Extra work request**
Advise engineer as to notice of extra work request either verbal or written.
- 13. **Claims**
Review all costs submitted for EWO and EWR. Make recommendation to engineer as to acceptance of claim/cost (track EWO, EWR and change order by spreadsheet).
- 14. **Change orders**
Prepare change orders for execution by the owner, engineer and contractor encumbering approved EWR and/or EWO.
- 15. **Weekly tab report**
Make available to the engineer QCI's weekly tabs report, listing items completed, completed to-date, costs and percentages.
- 16. **Application for payment – estimates**
Prepare estimate worksheet, review contractor estimate, prepare the application for payment form.
- 17. **Application for payment – estimates supportive documents**
Establish with the engineer what supportive documents are required with each application for payment and who will review (i.e.; schedules, prevailing wage, affidavits of lean, warranties and bonds).
- 18. **Job meetings**
Establish with the engineer progress meeting dates (if the job warrants) or contact engineer when a job meeting may be necessary (prepare agenda, and issue job meeting minutes).
- 19. **Schedule**
Monitor the contractor's approved schedules and have updated as required or as warranted (i.e.; progress v. production, identify milestones or critical path items, substantial completion dates and final completion).

PRE-PROJECT ENGINEERING SUPPORT SERVICES PLAN

PAGE 3 of 2

20. **Complaints**

Record all complaints on within document control system, including nature of complaint and action, make available to engineer.

POST CONSTRUCTION SERVICES

1. **Substantial and final completion**

Establish dates of substantial and final completion communicate these dates and contract document requirements in advance of their fulfillment.

2. **Project walk-through**

Once substantial completion is reached (or as may be specified) schedule project walk-through with engineer; prepare either and interim or final punch-list.

3. **Job records**

Examine RPR's records for incomplete work, record drawings and reconcile units of work for payment. Review contract documents for closeout document requirements - consult with client.

4. **Final application of payment - estimate**

Review retainage requirements to determine what, if any, amount can be reduced prior to final completion or what, if any, is held for restoration, etc. Prepare final list of quantities for contractor's estimate, acquire final estimate - be sure it is labeled "FINAL", request auditing check registry of all payments made to contractor - balance payments to final application - to verify no overpayment, process final pay application once all work is complete and all supportive closeout documents acquired.

5. **Final application of payment - estimate supportive documents**

Establish what documents are required (i.e.: maintenance bond, waivers, manuals, warranties, etc.) aid in acquiring these documents prior to release of final payment.

6. **Closeout letter**

Complete your final review of the project and documents, forward closeout letter to the engineer either; 1). Stating all work is complete and to the best of our knowledge has been performed in reasonable close conformity to the contract document or, 2). Describe in a letter the point in which QCI has ended its work, the present condition of the site and a general description of the balance of the work.

Prepared by:

QCI Group

40 Tarbell Avenue

Bedford, Ohio 44146

Tel. 440.359.1900

REC

052809

C:\Work\QCI\TEMPLATES\ADMIN\93\0046\Pre-Project Eng Plan.doc

No.	Reviewer	OCI Group	OCI Project Number: 176-13-7884 Project Title: LAK - Heisley Road Phase III PID 89047 Designer: CT Consultants	Design Team Response - (Response and assignment information will be provided by Design Team)	Comment Category
	Owner:	City of Mentor	Reviewer Comment - (state action required by Design Team, i.e., clarify, change, add, delete, etc.)		
	Reviewer	Document - (Identify drawing no., report, calculation, spec. section, etc)			
1	TAW	Plan Pgs 73-78 / 137	If the Asphalt Alternate pavement is used the location of the Loop detectors must be designated. Are the loop detectors to be placed in the surface course or between surface course and intermediate course?		asphalt
2	SG	Plan Pg 14/137 and Bid Set BR.16	Item 448-46050 Asphalt Concrete Intermediate Course given quantity appears to be based on 3" thickness, even though specified at 2.5" per Alt. B. Difference in quantity is 392 CY. Quantity calculates to 1963 CY. Suggest that this quantity be reviewed and revised.		asphalt
3	SG	Plan Pg 14/137	Need clarification for Asphalt Concrete Base, Intermediate, and Surface Course application per Alt. A (Where do they apply on plan pg 387) Also these quantities do not appear to balance with each other to cover the same surface area. Suggest review and revision.		asphalt
4	RWK	Plan pg 32/137 sta 26+41	Designating line between concrete and asphalt on plan sheet is reversed compared to existing conditions. Does this affect bid quantities for these pay items? Suggest review and revision.		concrete
5	TAW	Plan Pg 10 and Bid Set 02753CT	Preconstruction videotape and storm sewer televising: Plan calls for VHS tape and specification 02753CT calls for DVD. Suggest changing plan to state DVD.		contract
6	MAR	Bid Set Section 3B	The General Conditions are not included in the contract book. Suggest adding to the bid set.		contract
7	TAW/RWK	Bid Set - BD.9 and BD.10 Section 2.5	Section 2.5 is labeled as "Sanitary Sewers" but appears to reference both Storm and Sanitary Sewers. Suggest clarification.		contract
8	RWK	Bid Set - BD.9 and BD.10 Section 2.5	Basis of Pavement - if price is to include various reimbursements per description, need to clarify how costs will be recovered.		contract
9	REC	Bid Set Section 2.2	Title of section does not match pay item description, suggest changing section title to "4" Colored, Imprinted and Textured Concrete Paving, As Per Plan".		contract
10	RWK	Bid Set Pg 02204CT-2	3.1 B Manholes, catch basins & inlets. Should this include pipe removal also?		contract
11	RWK	Bid Set Pg 02204CT-2	3.1 B.3 - What pay items pertain to this specification?		contract
12	MAR	Bid Set BD.8 to BD.11	This section is labeled "Prices to include" and appears to be intended to define the pay items designated as "As Per Plan" however not all of the "As Per Plan" items are defined here. Suggest adding the definitions of the remaining "As Per Plan" pay items.		contract
13	TAW	Bid Set BD.2 Estimated Quantities 3.3	The statement regarding contingency items appears to conflict with ODOT 104.02. Since there are no contingency items in this contract this should not be an issue but suggest changing this paragraph to agree with ODOT 104.02.		contract
14	DDW	Bid Set RCP. 1, CMS	Mainix states "Included 2013 Section 100 Gen. Provisions, all other excluded." Per ODOT 104.02 F. Time extensions due to extra work are to be determined per ODOT 108.06. Since ODOT 108.06 is excluded how are time extensions to be determined?		contract
15	DDW	Bid Set SC.6	SC-16.01 states to delete Article 16 entirely and replace with the following but there is no information following this statement. Is the entire article to be deleted and not replaced? Suggest clarification.		contract
16	MAR	Plan Pg 10 / 137 and Specification T02934CT	Protection of Trees/Tree Preservation - There is not a pay item for this work. Suggest clarification of how this work is paid.		contract
17	MAR	Bid Set Specification 01032CT Project Meetings	The Project Meetings Specification requires a preconstruction meeting only. Suggest adding a requirement for bi weekly progress meetings.		contract

Design Team Response:
 A - Agree
 B - Agree Comment
 C - Disagree
 D - Resolution Required

Reviewer:	QC1 Group	QC1 Project Number: 176-13-7884	Design Team Response - (Response and assignment information will be provided by Design Team)	Comment Category
Owner:	City of Mentor	Project Title: LAK - Heislley Road Phase III PID 89047		
Reviewer	Document - (Identify drawing no., report, calculation, spec. section, etc)	Designer: GT Consultants		
		Reviewer Comment - (State action required by Design Team, i.e., clarify, change, add, delete, etc.)		
MAR	Inspection	Suggest that Quality Control Checkpoints be defined for contractor and a requirement added that inspection must be performed at each quantity check point before work can proceed.		contract
REC	Bid Set SC.5	Recommend providing a waiver for escrow account for with held (retainer) money, ORC 153.63 requires interest be paid on money not placed in an escrow account.		contract
REC	Bid Set BD.9, 02901CT and SR.3, plan pgs 6-9 and 103	BD.9, Seeding and Mulching. As Per Plan states that the unit price includes topsoil and topsoil testing. No pay items are provided for these although ODOT 659 includes separate pay items. Suggest clarification.		contract
REC	Bid Set BD.9, 02901CT and SR.3, plan pgs 6-9 and 103	The seeding and mulching, as per plan pay item is listed under erosion control and the erosion control drawings specify the seed mix, etc for erosion control seeding and mulching. The typical sections include seeding and mulching and specification 02901CT appears to specify the seed mix, etc. for this work. However there is only one pay item. Suggest clarification if the quantity included under the pay item is for restoration and for erosion control. Also suggest clarifying conflict between reosion control drawings, specifications and ODOT 659.		contract
TAW	Plan Pgs 40 - 58 / 137 Temporary Storm Conn.	Drainage item 15 - (611) Conduit, Misc. 12" Storm, Temporary - The bid qty 477 ft but the total on the plans appears to be 109 ft. Also the 8" Temp pipe total is appears to be 38 LF. In addition there is not a temporary pipe item for 8" pipe, suggest adding a line item for 8" temporary pipe if it is needed.		drainage
RWK	Plan Pgs 11 and 28 thru 39	The plan sheet indicate many inlet (IB) removals but the summary sheet only indicates one. Suggest using consistent nomenclature for catch basin versus inlet basin to avoid confusion. Also suggest revising bid quantities to reflect the correct designations.		drainage
RWK	Plan page 11	The pay items include an item for catch basin removed and one for catch basin removed, as per plan. Suggest clarifying the use of each item. Also suggest clarifying the definition of "as per plan". Also suggest clarification of pipe removed and pipe removed as per plan pay items.		drainage
RWK	Plan Pgs 37, 38 / 137	The item summary sheet on page 11 shows pipe removed quantity for sheets 37 and 38 but there does not appear to be any pipe removal shown on plan sheets.		drainage
RWK	Plan Pg 39 / 137	12" pipe removal limits at south Jackson St intersection are not clear. Also no bulkhead of ite in shown.		drainage
RWK	Plan Pgs 11-14 / 137	Last column "APP" designation. Suggest clarifying the intent of this column and reference locations. Also suggest clarifying the payment of "As Per Plan" items such as pay item descriptions.		drainage
TAW	Plans Pg 110 / 137 - Typical dwg.	Rock Channel Protection is utilized with out filter fabric, suggest adding filter fabric to the detail.		drainage
RWK	Plan Pgs 32 & 47/137	The plans indicate the removal of an inlet basin (IB) at sta. 26+83; rt. There is no direction for connection of the 12" pipe to SW & E.		drainage
RWK	Plan Pg 32 / 137	Note on plan indicates "Catch Basin No. 3A sta. 15+09, 26' RT. Plan note is not applicable to this plan sheet as stationing does not correlate.		drainage
RWK	Plan Pg 33 / 137	At Sta. 29+68; rt. suggest providing a cross section for the Perennial Drive intersection. Also at Sta. 29+75; rt. where does 8" sewer out of north side of existing MH connect? Suggest clarification.		drainage

Design Team Response:
 A - Agree
 B - Agree Comment
 C - Disagree
 D - Resolution Required

No.	Reviewer	QC/Group	QC/Project Number: 170-13-7884 Project Title: LAK - Heisley Road Phase III PID 89047 Designer: GT Consultants	Design Team Response - (Response and assignment information will be provided by Design Team)	Comment Category
	Owner:	City of Mentor			
	Reviewer	Document - (Identify drawing no., report, calculation, spec. section, etc)	Reviewer Comment - (State action required by Design Team, i.e., clarify, change, add, delete, etc.)		
32	RWK	Plan Pg 33/137	The temp CB listed at sta. 30+00, 36 It. should be listed at sta. 30+25; 36 It.		drainage
33	TAW	Plan Pg 38 / 137	At the existing 12" storm sewer sta. 47+69; It. 47+89; rt and sta. 47+89 to 48+43; rt there is no direction on what to do with pipe. Clarify if pipe is to be removed or plug and abandon.		drainage
34	SG	Plan Pgs 30 & 32 / 137	Storm Manhole at sta. 18+59; 19 It and "shallow Storm Manhole" at sta. 23+63; 19" It listed as Type A, appears that the designation should be "No. 3". "Shallow San." Manhole #3 on Plan Pg 36 is listed as Type A on Plan Pg 54. Clarify designations for manholes.		drainage
35	TAW	Bit Set Pg 02235CT-1 and Plans Pg 107/137 - Trench and Bedding Details	The Compacted Granular Backfill states that the backfill material shall be ODOT 304 limestone. The notes in the Trench and Bedding Detail allow for other materials. Suggest coordinating the specifications and detail to eliminate conflicts.		drainage
36	TAW	Plan Pgs 93-98 / 137	There is a typographic error, the letter "F" used for twice in the legend on each page.		drainage
37	TAW	Plan Pg 93 / 137	Scale block at top of page is missing scale size.		drainage
38	DDW	Plan Sht. 33	CB No. 3A Sta. 26+45.58, 51.66 RT should be changed to Sta. 30+43, 26' RT		drainage
39	DDW	Plan Sht. 29	No quantities for CB No. 3A's shown on Sht. 29 and Sht 40 (4) reflected in General Summary		drainage
40	DDW	Plan pg 40/137	Sta. 12+00 add 15" Storm Slope 0.46%		drainage
	RWK	Plan Pg 29 through 36/137	Exfiltration trenches are located by Station and are detailed on ODOT Standard Construction Drawing WQ-1.3 7-21-12. Trench filter media shall be per Standard Specification 835 however Standard Specification 835 is not included in Supplemental Specifications on Plan page 1. Also the exfiltration trench drains into a 4" perforated pipe. The details on plan sheet 109/137 do not show a tie in for the 4" perforated pipe into the various catch basins. Suggest clarification of connections to catch basins and if payment for 4" perforated pipe is included in the exfiltration trench pay item.		
41					
42	DDW	Plan Pg 33/137	The temporary CB at Sta 30+00, 36 Lt should be Sta. 30+25		drainage
43	DDW	Plan Pg 33 and 48/137	The CB 3A at Sta 30+00 Lt calls for a temporary 12" invert W but the plan sheet 33 does not indicate a connection.		drainage
44	DDW	Plan Pg 38/137	The temporary CB at Sta. 49+50 Lt does not have an outlet.		drainage
45	DDW	Plan Pg 10	Suggest requirement of a preconstruction video of the storm sewer system if not already performed by the city.		drainage
46	SG	Plan Pg 104, 105/137	Silt Fence post spacing 10' per Notes, 6' per Detail, should be clarified; Inlet protection detail does not correlate with Notes, recommend clarification		erosion control
47	MAR	Plan Pg 103	Permit num Ohio EPA Permit numbers are missing from the sheet, suggest adding		erosion control
48	TAW	Plans Pgs 15-27/137	Maintenance of Traffic Plan does not provide schedule restraints for major intersections. Recommend setting maximum time frame for intersections and major drive (i.e. fire station and Medical Office) construction zones.		maintenance of traffic
49	TAW	Plan Pgs 20/137	Recommend providing a MOT plan for Perennial or requiring the contractor submit an MOT plan for Perennial Lane.		maintenance of traffic
50	TAW	Plan pg 73 / 137	Maintenance of Traffic Signal/Flasher Installations note states that side street detector loops and main street left turn loops shall be maintained at all times throughout the project. How is this to be accomplished after pavement removal operations?		maintenance of traffic

Design Team Response:
 A - Agree
 B - Agree Comment
 C - Disagree
 D - Resolution Required

Reviewer:	QC/ Group	QC/ Project Number: 176-13-7884	Design Team Response - (Response and assignment information will be provided by Design Team)	Comment Category
Owner:	City of Mentor	Project Title: LAK - Heisley Road Phase III PID 89047		
Designer: CT Consultants		Reviewer Comment - (state action required by Design Team, i.e., clarify, change, add, delete, etc.)		
No.	Document - (Identify drawing no., report, calculation, spec. section, etc)			
MAR	Plan Pg 15-27/137 and Specification 01035CT	The Maintenance of Traffic Notes include schedule requirements that conflict with Specification 01035CT. Suggest coordination of requirements. Also suggest requirements be modified to a computer generated CPM schedule. Also suggest that the schedule must be broken into phases and that milestone dates (substantial completion) for each phase be established. Also suggest that progress schedule be required from contractor at biweekly progress meetings in lieu of once a month with progress payments.		maintenance of traffic
MAR	Plan Pg 17/137	Maintenance of Traffic Phases 3 and 5 description is provided for paving of intersections but no cross sections or plans are provided to show maintenance of traffic. The description states that five lanes of traffic be maintained at the US 20 intersection however the work zone will be very close to the travel lane. How is this MOT plan to maintained? The description further states that two way traffic be maintained at Jackson Street, however Jackson Street is being removed and replaced. Two way traffic can be maintained but will be difficult. Suggest providing MOT details for Phases 3 and 5.		maintenance of traffic
RWK	Plan Pg 38 / 137	Suggest that the grade at HN 6629, sta. 49+38; it be checked for drive transition. May need to extend replacement.		pavement
TAW	Plan Pg 59/137	Driveway Replacement Sub summary listings for the stations of the driveway is incorrect. Suggest that Plan Pg 23 should be 28, 24 to 29, 25 to 30, 27 to 32, 28 to 33, 29 to 34, 30 to 35.		pavement
RWK	Plan Pg 59/137	Drive at Sta 11+33 LT, the saw cut quantity does not match the given width for W-3. Suggest review and revision.		pavement
SG	Plan Pg 12/137	Item 304-20001 Aggregate Base quantity appears to include both base for pavement and sidewalk, but given quantity does not match given areas of pavement. This should be clarified in the walk detail and pay item breakdown.		pavement
MAR	Plan Pg 60/137	Typical Apron Detail 3" concrete walk and 5" concrete walk designations should be 3' and 5'.		pavement
DDW	Plan Pg 10/137	Recommend requiring storm sewer video and acceptance prior to paving.		Plan Pg 10
TAW	Plan Pg 10/137 - Indiana Bat / Contract Book - Plan Pg RCP 33	Indiana Bat spec - The note on the drawing states April 1 and the notes in the Contract Book states April 15. We believe that April 15 is correct. Revise the drawing or specification to the correct date. Will contract be awarded in time for the contractor to take down necessary trees?		Plan Pg 10
TAW	Plan Pg 10 / 137 and Specification 102934CT	Recommend that the plan note refer to the contract specification 2934CT and that the plan note and the specification be compared to eliminate conflicts. Also the Tree Preservation Specification states that the existing trees to be protected are marked on the plans. There is an indication on the plans "SAVE" near some of the trees. It is assumed that these are the trees to be protected. Are other remaining trees not protected by inference?		Plan Pg 10
TAW	Plan Pg 10/137 - Notification of Property Owners	Suggest adding a minimum time frame for City of Mentor review and approval of notification letter. Suggest that notification letter be part of submittal process.		Plan Pg 10
TAW	Plan Pg 10/137 - Protection of Property	Typo - Word "SPECIAL" Under Protection of Property note, paragraph 6.		Plan Pg 10

Design Team Response:
 A - Agree
 B - Agree Comment
 C - Disagree
 D - Resolution Required

Reviewer	QC Group	QC Project Number: 176-13-7884 Project Title: LAK - Heisley Road Phase III PID 69047 Designer: CT Consultants	Design Team Response - (Response and assignment information will be provided by Design Team)	Comment Category
Owner:	City of Mentor	Reviewer Comment - (state action required by Design Team, i.e., clarify, change, add, delete, etc.)		
Reviewer	Document - (Identify drawing no., report, calculation, spec. section, etc)			
63	Plan Pg 10 / 137	"Proof Rolling Prior to Pavement Widening" Consider removing "Widening" from title; implies proof roll only to be done in pavement areas to be widened.		Plan Pg 10
64	Plan Pg 10 / 137	"Proof Rolling Prior to Pavement Widening" Review language description, this needs clarification. What is the intent of two proof rolls (subgrade/agg base)? This conflicts with ODOT 204.		Plan Pg 10
65	Plan Pg 10 / 137	Regarding Temporary Mail Box Relocation. Should Temp Mailbox Relocation Plan be included with the submittal process to allow time for review and approval?		Plan Pg 10
66	Plan Pg. 10/137	Description for Curb Ramp. As per Plan, notes Detectable Warning to be installed, but does not say it is included in bid price. ODOT Item 608 states Detectable Warnings to be paid as item with SF unit. Contract only lists Curb Ramp as a Pay Item. Recommend clarification of payment for curb ramps and detectable warning.		
67	Plan Pg 10 / 137	Proof Rolling Prior to Pavement Widening - note references ODOT CMS 2010, suggest correcting to ODOT CMS 2013.		Plan Pg 10
68	Plan Pg 10/137 and Bid Set 02204CT	Items indicated as "Take" such as fence and yard light are to become property of the contractor per the Removal items note on plan page 10. Specification 02204CT indicates that fences should be dismantled and stored for reuse. Sheet 10 also notes indicate that items in the right of way should be given to the owner. Suggest that items labeled as "Take" be verified. This should be clarified in the specifications, notes and plans.		Plan Pg 10
69	Plan pg 10	The driveway and roadway pavement replacement note indicates that the cost of temporary surface material shall be paid as part of pertinent conduit item. The drives to be replaced are not necessarily associated with conduit. Suggest review of payment of temporary surface material for driveway and roadway pavement.		
70	Plan Pg 35/137	"Landscape Wall Details" designation should be modified to reference "Retaining Wall Sheets 99, 100 and 102".		Plan Pg 10
71	Plan Pg 38/137	"Landscape Wall Details" designation should be modified to reference "Retaining Wall Sheets 99, 100 and 102".		retaining wall
72	Plan Pg 102/137	Retaining Wall on west side approx. STA 51+70 elevation given as 800', recommend correction.		retaining wall
73	Plan Pg 112 and 113	Signature, date and surveyor seal missing from Right of Way plan pages		retaining wall
74	Plan Pgs 35 & 38 / 137	There are hydrant relocations and possible waterline relocations required on these plan sheets. Plan sheet 10 indicates 48 hr advance notification to Aqua Ohio for work affecting their system. Is the notice time the same for work to be performed by Aqua Ohio? Suggest having the contractor coordinate work with Aqua Ohio immediately following NTP and prior to temp pavement work.		right of way
75	Plan Pgs 38 & 58 / 137	Sta. 49+66; r1 - The gas pipeline marker is a post. What is proposed to designate the gas pipeline after construction? Nothing showing in cross section on page 58.		roadway
76	Plan Pg 107/137	Typical Sidewalk detail includes expansion joint filler, recommend changing expansion joint material from fiber to recycled rubber for longevity.		roadway
77	Plan Pg 42 / 137	Sta. 16+50 - No "cut" city shown. Section shows cut by outline of area		roadway
78	Plan Pgs 47-48 / 137	Sta. 26+50 - 28+00 and Sta. 30+00 - no cut/fill volume quantities shown		roadway
79	Plan Pg 55 / 137	Sta. 42+50 - 43+00 - fill volume appears to be incorrect, should be 8.6 Cy.		roadway

Design Team Response:
 A - Agree
 B - Agree Comment
 C - Disagree
 D - Resolution Required

Reviewer:	QC1 Group	QC1 Project Number: 176-13-7884	Design Team Response - (Response and assignment information will be provided by Design Team)	Comment Category
Owner:	City of Mentor	Project Title: LAK - Heisley Road Phase III PID 89047		
Reviewer	Document - (Identify drawing no., report, calculation, spec. section, etc)	Designer: CT Consultants		
No.		Reviewer Comment - (state action required by Design Team, i.e., clarify, change, add, delete, etc.)		
30	Plan Pg 57 / 137	sta. 48+50 - 49+00 - cut volume appears to be incorrect, should be 147.5 cy. Fill Volume appears to be 11.9 cy.		roadway
81	Plan Pg 45 / 137	sta. 23+50 - Existing 12" waterline is missing in this cross section drawing. It is present in before and after cross sections.		roadway
82	Plan Pg 98 / 137	sta. 53+20 - 53+85; 19' lt. There is a line marked between through lane and straight through/right turn lane on the plan. Suggest clarifying the intent of this line.		roadway
83	Plan pg 32/137	What are odd shaped outlines in middle of intersection on this page, suggest clarification or removal.		roadway
84	Plan Sht. 30	Suggest adding pavement taper stations on west side at North Coast Comm. Homes.		roadway
85	Bid Set BD.9 2.2 and Specification 02505CT intersections	4" Colored, Imprinted and Textured Concrete Paving, As Per Plan - Suggest providing link from BD section of book referencing specification section of book.		roadway
86	MAR	There are no cross sections provided for the intersection work (Mentor Ave and Jackson Dr.). Suggest providing cross sections for these streets, especially for Jackson Dr. which is fully replaced at the intersection.		roadway
87	Plan Pg 6-9/137	Typical Section does not show 304 Aggregate. Base under the sidewalk (Sidewalk detail on P. 107 does). Recommend revising.		roadway
88	Plan Pgs 36 / 137	Sanitary sewer scope of work not clear in the following locations: sta. 40+66; 24ft, 40+95; 24.75ft, sta. 40+95; 24.75 ft and at approx. 43+45; 24.75 ft. Clarify if sanitary sewer is to be capped and abandoned or removed.		sanitary
89	Plan Pg 36/137	Clarify the disposition of the existing sanitary sewer on the west side.		sanitary
90	Plan Pg 36/137	Suggest that the proposed sanitary sewer be shown in the profile with slopes and elevations.		sanitary
91	Plan Pg 36/137	Recommend installing a shallow sanitary man hole at Sta 43+47. The end of the 8" sanitary sewer needs to be connected.		sanitary
92	Plan Pg 36/137	Clarify the force main lateral connections on the west side of the street. The number and locations of the lateral connections is not clear.		sanitary
93	Plan pg 79/137	Existing PB 76 shown as 73" LT and should be RT. The stationing for the PB does not seem correct either. PB 1 is shown as 54.1 RT and should be LT. The stationing for the PB does not seem correct either.		traffic signals
94	Plan Pg 76 / 137	Conflict in detail drawing for Controller Work Pad and Cabinet Foundation		traffic signals
95	Plan Pg 81 / 137	Should 3" conduit between PB #2 and PB #3 be 4" Conduit? It is carrying same amount of wires as other 4" conduit.		traffic signals
96	Plan Pg 81 / 137	Preemption; Not shown on Pole 2 mast arm or wiring diagram to be installed. Is shown to be installed on Plan Pg 80 / 137, suggest clarification.		traffic signals
97	Traffic Signal / Line Item #37	Traffic Signal / Line Item #37 Video Detection Systems - On Plan Pg 76, Item #16 - There is a language conflict. Also suggest a review of quantities and unit of payment. (Preemption) There appears to be a conflict in the number of video cameras.		traffic signals
98	Plan Pg 86/137	Pedestal Sta.19+66/RT & Sta.18+73/RT called out as 10.5'. Plan Pg 87 shows pole height to be 13.5'. Pay Item #25 Pedestal, 11' (@Fire Dept Drive). Suggest clarification of pole heights.		traffic signals
99	Plan Pg 90 / 137	Should 3" conduit between PB #3 and P #2 be 4" Conduit? It is carrying 10 wires.		traffic signals
100	Bid Set: BF-18	Reference Traffic Control; Item #4 - Conduit, Jack or Drill 1". There is no 1" conduit in project scope. The plans show 4" conduit to be jacked or drilled. Suggest clarification.		traffic signals

Design Team Response:

- A - Agree
- B - Agree Comment
- C - Disagree
- D - Resolution Required

No.	Reviewer	QC Group	QC Project Number: 176-13-7884 Project Title: LAK - Heisley Road Phase III PID 89047 Designer: GT Consultants	Reviewer Comment - (state action required by Design Team, i.e., clarify, change, add, delete, etc.)	Design Team Response - (Response and assignment information will be provided by Design Team)	Comment Category
	Owner:	City of Mentor				
	Reviewer	Document - (Identify drawing no., report, calculation, spec. section, etc)				
101	RWK	Bid Set; BF. 18		Reference Traffic Control; Item #4 - Conduit, Jack or Drill 1" - Suggest a review of item and while pavement is removed?		traffic signals
102	RWK	Plan pg 76/137		The Removal of Traffic Signal Installation notes pull box removal is not included and is paid for under separate item. There is no Pull Box Removed Item or Qty. The language in Clearing & Grubbing description implies PB removal is included there but the language is vague and possibly too inclusive. Suggest clarification of pull box removal payment.		traffic signals
103	RWK	Plan Pg 89 & 90		Pedestrian Signals and Ped Push Button; Signal Plan Plan Pg 89 shows Ped Head & Ped Button on Pole #1 & Pole #2, but it is not shown in wiring diagram and not accounted for in quantities for Ped Head, Ped Button (add 4ea) and wiring (5C & 3C).		traffic signals
104	RWK	Plan Pg 79, 83 & 86		Conflict in quantities for 2" conduit (See also Quantity Summary Plan Pg 12/137)		traffic signals
105	RWK	Plan Pg 74/137		Existing PB #1 Sta. 10+28, 44 LT called to be removed but the page 81 wiring diagram shows existing PB #1 being left in place for reuse. Reference notes at the top of plan page 79, which indicate that PB 1 remains. Also the note regarding the exiting loop lead-in cables does not seem to make sense. Suggest clarification.		traffic signals
106	RWK	Plan Pg 86/137		This page show 5 each 13"x24" PB installed and no 17"x3" PB installed but the page 12 quantity summary shows there are 4 each of the 13"x24 and 1 each of the 17"x30 PB.		traffic signals
107	RWK	Plan Pg 89/137		There is a conflict with the quantity summary on page 12, the ped head and ped PB indicates 4 each but this should be 8 each.		traffic signals
108	RWK	Utility Relocation		From Sta.12+05/RT - Sta.25+00/RT there are buried electric and utility poles. Are relocations needed in this area?		utility conflict
109	RWK	Utility Relocation		There are Over Head Tail/Elect/LI lines and poles through out the project that need to be relocated prior to construction start. What is the plan for these relocations? The contract documents are silent regarding utility relocation. Suggest adding a utilities note in the Bid Set or on the plans that details the utilities relocation responsibilities and schedule. Per the LPA Manual the utility relocation coordination is the responsibility of the local agency.		utility conflict
110	RWK	Plan Pgs 28-29 & 40 / 137		From approx. sta. 10+50 to 12+00 it appears that the gas main may conflict with sub grade.		utility conflict
111	RK/TAW	Plan Pgs 35-38 & 52-58 / 137		Various areas of possible conflicts with 4" gas line with sub grade, proposed sewers and structures, etc.		utility conflict
112	RWK	Plan Pgs 33 & 49 / 137		Pg 33 sta. 30+31; It-r1 - 12" storm calls to be abandoned but there is no note to plug or cap. This conflicts with Pg 49 which calls for it to be removed. Please clarify.		utility conflict
113	RK/TAW	Plan Pgs 36 & 55 / 137		At Sta. 43+31 waterline conflict with proposed 15" storm sewer.		utility conflict
114	RWK	Plan Pg 31 / 137		There is a storm manhole reconstructed to grade at Sta 21+38. This is shown in the item summary as "Manhole Adjusted to Grade". There appear to be conflicts between Bid Item Quantities for manhole adjusted to grade and manhole reconstructed to grade. Suggest that these bid quantities be reviewed.		utility conflict
115	RWK	Plan Pg 33 / 137		Profile sheet indicates Ex. San MH sta. 29+37; r1. Reconstruct to Grade but the quantity summary sheet 12 calls for Adjust to Grade, please clarify.		utility conflict

Design Team Response:
 A - Agree
 B - Agree Comment
 C - Disagree
 D - Resolution Required

No.	Reviewer	OCIC Group	City of Mentor	OCIC Project Number: 176-13-7884 Project Title: LAK - Halesley Road Phase III PID 89047 Designer: CT Consultants	Design Team Response - (Response and assignment information will be provided by Design Team)	Comment Category
	Reviewer	Document - (Identify drawing no., report, calculation, spec. section, etc)	Reviewer Comment - (state action required by Design Team, i.e., clarify, change, add, delete, etc.)			
116	RK/TAW	Plan Pg 36 / 137		There are existing sprinklers at sta. 40+66; rt. 42+00; rt. 42+89; rt and 43+45; rt. Clarify if relocation of sprinkler heads to be performed by contractor and if so how it is paid?		utility conflict
117	TAW	Plan Pgs 5 thru 9 and 108/137		There are conflicts between the Detail "A" Under drain and under drain in the typical sections. Recommend review of under drain details. Under drain does not include filter fabric. Recommend reviewing the need for filter fabric.		utility conflict
118	SG	Pg 52 / 137		sta. 36+50 - 1) No cutoff volume qty shown. 2) Water line in conflict with proposed catch basin.		utility conflict
119	SG	Plan Pg 43 / 137		sta. 18+50 - Existing 12" water appears to conflict with proposed storm MH.		utility conflict
120	SG	Plan Pg 36 and 54 / 137		sta. 42+32 - The existing 12" waterline is in conflict with catch basin. Also is existing 12" waterline in conflict with existing Box culvert as shown at sta. 42+00?		utility conflict
121	MAR	Plan Pg 10/137 and SR-2		Existing utility interferences exist within the project limits including poles, hydrants, traffic control boxes, gas pipe line markers. The drawing notes and SR-2, 9 Existing Utilities both indicate that the contractor shall coordinate their work with the existing utilities however no information is provided regarding advanced relocation of utilities. Suggest providing a utilities note that indicates which utilities have been contacted in advance of bidding and the anticipated date of utility relocation.		utility conflict
122	SG	Plan Pg 40-46/137		12" water main (STA 10+50 to 18+50, STA 19+50 to 22+00), Underground Electrical and Cable lines (STA 10+50 to 25+00) not shown on Cross Sections		utility conflict
123						

Design Team Response:
 A - Agree
 B - Agree Comment
 C - Disagree
 D - Resolution Required

Quality Control Inspection, Inc.

40 Tarbell Avenue, Bedford, Ohio 44146

Telephone 440-359-1900 Fax 440-359-1835

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July 22, 2015

Mr. Paul R. Pickett, P.E.
City Engineer
Central Administration Building
1755 Town Park Boulevard
P.O. Box 278
Green, OH 44232-0278

Re: Caston Road Resurfacing and Bike Lane Addition, City of Green
Project No. 10-H-03

Dear Mr. Pickett:

As per your request, QCI has reviewed the information provided to our company related to the above referenced project. The purpose of this review was to provide the City with an independent engineering recommendation specific to final project costs and to assist the City with project closeout. Based on this, we offer the following opinions and recommendations for your review and consideration.

Project Description:

The Caston Road Resurfacing and Bike Lane Addition included paving and drainage improvements for E. Caston Road between Arlington Road and S. Main Street; approximately two (2) miles. The improvement included constructing 6-foot wide bike lanes on each side of Caston Road, drainage improvements, milling and resurfacing Caston Road, constructing turn lanes at the Caston/Arlington intersection, replacing traffic signals at the Caston/Cottage Grove intersection and the Caston/Arlington intersection, guardrail, pavement markings and signage. The project also included pavement widening on the Arlington Road southbound approach at the Caston/Arlington intersection to provide a right turn lane on Caston Road.

Scope of Services:

As part of our scope of service and document review, the City of Green Engineering Department made available all City records related to this work. These records include, but are not limited to the following:

- Project Manual for Caston Road Resurfacing and Bike Lane Addition, City of Green Project No. 10-H-03 (marked Engineering Department Copy), dated April 2011
- Caston Road Resurfacing and Bike Lane Addition Plans prepared and recommended by, Floyd Browne Group, Engineer Stamped Brad Bendle, P.E., sheets number 1 thru 82
- Floyd Browne Group Plan Revisions including Tree Updates, G Neugebauer, June 24th, 2011, sheets: 18 of 82, 19 of 82, 29 of 82, 30 of 82, 31 of 82, 37 of 82, 39 of 82, 40 of 82, 43 of 82, 60 of 82 and 65 of 82. Noting Plan Sheets 29 of 82, 30 of 82, 31 of 82, 37 of 82, 39 of 82, 40 of 82, 43 of 82, 60 of 82 and 65 of 82 are dated 06/07/2011.
- Floyd Browne Group, Cross Sections Caston Rd, plan sheets: 44 of 82, 45 of 82, 46 of 82, 48 of 82, 53 of 82, 56 of 82, 59 of 82, 60 of 82, 61 of 82, 62 of 82,
- Plan cross section drawings, twenty-two (22) sheets. Unidentified, however confirmed by QCI the cross section drawings are the work product of Floyd Brown used for embankment calculations.
- MSG emails, see chronology for details.



- Northstar Asphalt Inc. Extra Work Proposal(s), see chronology for details.
- Northstar Field Measure Driveway Quantities
- Northstar Caston Road Earth Work Summary
- Northstar Force Account Summary of Total Cost, see chronology for details.
- Caston Road Resurfacing Application for Payments 1 thru 8, Invoice 9 & Final, and Application for Payment 9 (revised).
- Caston Road Resurfacing Change Orders 1 and 2
- Other project related documents as identified in the attached chronology.

The scope of QCI's review is to provide the City of Green with an independent opinion and recommendation specific to final quantities, total project cost, and assistance with project closeout. The items listed above and detailed in the attached chronology, along with: meetings with the City; Contractor; and City and Contractor; as well as telephone conferences and information provided by the designer were all taken into consideration when rendering our opinion.

General Comments:

Sealed Bids for the Caston Resurfacing and Bike Lane Addition were received by the Finance Director's office at the City of Green Administration Building, 1755 Town Park Boulevard, P.O. Box 278, Green, Ohio on April 22, 2011 at 10 a.m. The Engineer's Estimate for the project was \$2,481,000.00. The Bid included five (5) alternates. The Bid with Alternates submitted by Northstar Asphalt, Inc. are listed in the Bid Form (BS-50) as: "Bid for Alternate 1 plus Traffic Signal Improvements at the Arlington/Caston Intersection" Alternate 1 plus Signal \$847,763.95; "Bid for Alternate 2 plus Traffic Signal Improvements at the Arlington/Caston Intersection" Alternate 2 plus Signal \$1,751,183.60; "Bid for Alternate 3 plus Traffic Signal Improvements at the Arlington/Caston Intersection" Alternate 3 plus Signal \$1,867,637.55; "Bid for Alternate 4 plus Traffic Signal Improvements at the Arlington/Caston Intersection" Alternate 4 plus Signal \$1,887,604.90, and: "Bid for Alternate 5 plus Traffic Signal Improvements at the Arlington/Caston Intersection" Alternate 5 plus Signal \$1,997,564.85.

On July 1, 2011 the City of Green, hereinafter called OWNER, and Northstar Asphalt, Inc., herein after called CONTRACTOR, executed the Agreement for the Caston Road Resurfacing and Bike Lane Addition (10-F-03). The CONTRACTOR was to commence work within 10 calendar days of Notice to Proceed date and complete the same within 180 consecutive calendar days unless extended by the Contract Documents. Through the CONTRACTOR's Bid and Agreement, the CONTRACTOR agreed to perform all of the work described in the Contract Documents and comply with the terms therein for the sum of \$1,997,564.85.

Notice to Proceed was issued by the OWNER to the CONTRACTOR, and Acceptance of Notice by the CONTRACTOR was on July 1, 2011, as evident by the signature of Howard J. Wenger, President. Work was to commence before July 11, 2011 and the date of completion of all work was January 7, 2012.

Floyd Browne Group located at 450 Grant Street, Akron, Ohio is the designer of record for this project and Municipal Companies/Municipal Service Group (MSG) with a corporate office located at 1575 Corporate Woods Parkway, Suite 250, Uniontown, Ohio served as the OWNER's Project Manager - Inspector. Neither the Floyd Browne Group or MSG's contract and/or scope of services were made available at the time of our review. QCI's review and/scope of work does not address or provide an opinion as to these services furnished and provided by either of these professional firms.

Project Costs:



The OWNER-CONTRACTOR Agreement awarded a total sum of \$1,997,564.85 for the work. The Alternate 5 Bid Tab reflects a total of 169 bid line items and the Arlington & Caston Traffic Signal includes 42 bid line items. The combined total number of bid line items for this work is 211. Under the guides of the Project Manual, payment for contract line item work follows the Ohio Department of Transportation, Construction and Material Specifications, §109 Acceptance, Measurement, and Payment, which states, "109.01 Measurement of Quantities. The Department will measure the quantities of work and calculate payments based on the method of measurement and basis of payment provisions provided in these Specifications. When the following units of measure are specified, the Department will measure quantities as described below unless otherwise specified in the Contract Documents. The accuracy of individual pay item estimates payments will be one decimal more accurate than the unit of measure denoted for the pay item."

During the course of the work and some time thereafter, the CONTRACTOR with Certification by the Engineer (Project Manager) and OWNER, submitted payment applications one thru eight. In March of 2014 the CONTRACTOR submitted invoice "Nine and Final." Invoice Nine and Final reflected a "Total Amount Earned to date Including Change Orders" of \$2,381,875.11. The claimed amount earned, as listed in this invoice, exceeds the original contract amount of \$1,997,564.85 by \$384,310.26 or was approximately 19.23% over contract.

May 15, 2014, Change Order Number One was issued and was executed on June 12, 2014. In general this Change Order adjusted line item quantities and cost through "Additions" and "Deletions", plus incorporated various project a total of 37 Extra Work Orders (EW) adjustments. The net increase of this Change Order is \$199,756.48, modifying (increasing) the Contract Price to \$2,197,321.33.

Based on the aforementioned, it appears the CONTRACTOR's Invoice identified as Invoice "Nine and Final" was modified by Application for Payment Nine which included the CONTRACTOR's Invoice, period ending May 2014. This Payment Application reflects: "Total Work & Materials" of \$2,197,321.33; "Total Previous Certified" (\$1,997,000.00), and "Amount Due this Estimate" \$200,321.33.

See below Application for Payment & Change Order Table:

Application for Payment & Change Order Table					
#	Pay App. Date	Period Ending	Total Work and Materials	Total Previously Certified	Amount Due This Estimate
1	10/26/2011	8/31/2011	358,517.15	0.00	358,517.15
2	10/15/2011	9/30/2011	545,253.22	358,517.15	186,736.07
3	11/1/2011	10/31/2011	1,018,965.12	545,253.22	473,711.90
4	1/30/2012	11/30/2011	1,439,648.18	1,018,965.12	420,683.06
5	2/10/2012	1/31/2012	1,458,292.00	1,439,648.18	18,643.82
6	3/3/2012	2/29/2012	1,505,338.76	1,458,292.00	47,046.76
7	3/26/2012	3/26/2012	1,566,620.18	1,505,338.76	61,281.42
8	6/7/2012	5/31/2012	1,997,000.00	1,566,620.18	430,379.82
9 & Final	N/A	3/14	2,381,875.11	1,997,000.00	384,875.11



#	Date	Date	Original Contract Amount	Net Increase	Contract Price w/App. CO
CO 1	5/15/2014	5/15/2014	1,997,564.85	199,756.48	2,197,321.33

#	Pay App. Date	Period Ending	Total Work and Materials	Total Previously Certified	Amount Due This Estimate
9	6/11/2014	6/2014	2,197,321.33	1,997,000.00	200,321.33

The Work and Materials difference between to the Application for Payment 9, and the CONTRACTOR's Invoice 9 & Final is \$384,310.26. According to the CONTRACTOR and OWNER this difference was unresolved, to be reviewed further by the parties, and once an agreement reached the contract would be finalized and closed out.

Review of Unresolved Items:

In review of the CONTRACTOR's Invoice Nine and Final, QCI reviewed all information made available by the OWNER and CONTRACTOR. In addition to reviewing available project records, we had several meetings with the OWNER and CONTRACTOR. These meetings provided all parties with a platform to discuss and explain the sequence of construction, unknown conditions, quantity overages and project changes/impacts.

In review of the project records, and particularly Invoice Nine and Final, we noted that many line item quantities exceeded one hundred percent of the engineer's estimated quantity. Line item quantities that exceeded one hundred percent, ranged from slightly over to as high as one thousand percent. Quantities that were below one hundred percent of the engineer's estimated quantity were later balanced, and final adjustments were made as part of Change Order One.

As part of our overall review, we focused on line item quantity increases that could be adjudged as "Extra Work" (ODOT 104.02 F), significant in nature to the specified scope of work. However noting, the Line Item Unit extra work changes does not meet the true definition of ODOT significant change. The State of Ohio Department of Transportation, Construction and Material Specifications, January 1, 2010 edition, governing this project defines a significant change as: 104.02 Significant Changes in Character of the Work. "The Engineer may alter the Work as necessary to complete the Project. The Engineer will make appropriate adjustments according to 108.06 and 109.05, if such alterations significantly change the character of the Work" and "The term "significant change" is defined as follows: 1. When the character of the work as altered differs materially in kind or nature from that involved or included in the original proposed construction; or 2. When the product of the quantity in excess of the estimated quantity of a contract item and the unit price exceeds the limits set forth in Table 104.02-1."

Table 104.02-1

Contract Price	Contract Limits
Up to \$500,000	\$25,000
\$500,001 to \$2,000,000	5% of Total Contract Price
Over \$2,000,000	\$100,000



Based on our review of Invoice Nine and Final, we identified the following line items as Extra Work, which changed significantly in character during the course of the work:

Item	Description	Contract unit price
203	Excavation	\$12.50
203	Embankment	\$10.50
204	Subgrade Compaction (Drives)	\$1.00
207	Silt Fence	\$2.00
301	Asphalt Base Pipe for Trenches	\$250.00
301	Asphalt Base for Drives	\$160.00
304	Aggregate Base for Drives	\$49.00
407	Tack Coat for Drives	\$2.00
448	Asphalt Surface Course, Type 1, Dr.	\$280.00
603	12" Conduit type C	\$31.90
603	12" Conduit type D	\$30.80
Item	Description	Contract unit price
603	15" Conduit type B	\$34.90
603	18" Conduit type C	\$39.80
603	24" Conduit type B	\$40.20
603	36" Conduit type B	\$74.20
603	19"x30" Conduit type B encased	\$132.40
604	Manhole MH-3, Slab top	\$1,788.00
604	Catch Basin No.2-3	\$1,433.00
604	Catch Basin No. 3A	\$1,659.00

Under the guides of the ODOT 2010 CMS, 104.02 D, Significant Changes in the Character of the Work and 104.02 F, Extra Work, the Department would pay or adjust the work per 108.06 and 109.05 Changes and Extra Work. Prices for these changes would be established through 109.05 B, Negotiated Price, Items 1, 2, 3, 4 or 5.

In addition to what we adjudged to be extra work or significant change quantity increases, specific attention was given to the matter of as-built quantities for Item 203 Excavation and Item 203 Embankment. These two line items and claimed volumes of work were unresolved between the OWNER, OWNER's Representative(s) and CONTRACTOR. The OWNER, through its Representative, assumed the CONTRACTOR's Excavation quantity of 7,935 CY (Plan Quantity 5,145 CY) and Embankment quantity of 4,590 CY (Plan Quantity 2,361 CY) was quantity necessary for benching into existing side slopes as part of the 203 Roadway Excavation and Embankment work. During our August 15, 2014 meeting with the CONTRACTOR and OWNER, the CONTRACTOR



explained and produced survey as-built records and calculations showing that the needed excavation and embankment materials were a result of undercutting, and unsuitable materials excavated and removed to obtain proper stability in cut sections and in foundation areas for fill sections. The CONTRACTOR claimed this additional work and material was not excavation and embankment needed for benching into existing slopes, but was warranted based on existing subsoil conditions discovered at the time of the excavation and embankment work.

Opinion and Recommendations:

Upon extensive review of the information made available to our company, and with consideration given to the OWNER and CONTRACTOR based on meetings and telephone conversations regarding these matters, we offer the following opinion and recommendations.

With regards to the disputed 203 Excavation and Embankment items, based on the information provided it is reasonable to assume the added work and material was necessary in order to stabilize foundation soils (subsoil's) by undercutting, and for unsuitable materials excavated and removed to obtain proper stability in cut sections and in foundation areas for fill sections. QCI could find no record within the OWNER provided information that would support the increases quantity was a result of "benching" into existing slopes and as a result would not be compensable. In addition and as a back-check, we estimated the quantity that may have been needed for horizontal benching into slopes steeper than 8:1 as described by ODOT. Based on these calculations, the horizontal benching excavation and embankment quantities would have amounted to less than seven percent of the bid quantity. When taking into account all information, we take no exception to the 203 quantities as submitted by the CONTRACTOR: Excavation 7,935 CY and Embankment 4,590 CY.

Concerning the matter of Bid Line Item quantity increases, we are of the opinion that the Items shown within the table on pages 4 and 5 of this report are alterations to the work, significant in nature, and regarded as extra work to the Contract. As such, ODOT 109.05 will pay for changes and extra work with a Change Order using the sequence specified in 109.05.B through 109.05.E. 109.05. B, "Negotiated Prices," states: "The Engineer and Contractor will negotiate agreed unit or lump sum prices using one or more of the following: 1. Original Contract price for similar work. 2. State-wide averages 3. Average price awarded on three different projects of similar work and quantity. 4. Price computed by Office of Estimating. 5. Cost analysis of labor, material, equipment and mark-ups as allowed in 109.05.C."

QCI's opinion specific to the Bid Line Item extra work and significant changes was presented to the CONTRACTOR to which they agreed. Through negotiations with the CONTRACTOR we agreed to use the ODOT CMS 2013 Edition, 104.02. D Significant Changes in Character of the Work, Table 104.02-3 (attached) for 'increases in quantities of a unit price contract item exceed 25 percent of the estimated quantity.'

Independent of the 104.02-3 Table and due to substantial driveway quantity increases, QCI proposed the CONTRACTOR accept the following for Item 13, 204 Subgrade Compaction (Drives), Item 24, 301 Asphalt Base (Drives) and 26, 304 Aggregate Base for Drives; Line Item Unit Prices for quantities up to one hundred percent (100%). Quantities in excess of one hundred percent paid at the unit prices using similar items of work for roadway. The CONTRACTOR agreed to use roadway quantity and prices for driveway work increases. Lastly, because these line item quantity increases were in the range of 200% to almost 300% and the work is visible, QCI verified the actual driveway work to plan design and field measured driveways. Overall and based on our review and measurements the construction of



driveways are in reasonable close conformity to the plans and we take no exception to the CONTRACTOR's overall quantities as submitted for this work.

In conclusion, based on our review of these matters we have attached the "QCI's Line Item Quantity Unit Cost Price Adjustments" spreadsheet. In addition, below is a cost summary showing the Original Contract Amount, Northstar Invoice 9 & Final, Amount Paid To Date (Pay App. 9), Amount Claimed Due by Northstar, Quantity Adjustment and Amount Due the Contractor.

Original Contract Amount	\$1,997,564.85
Northstar Invoice 9 & Final	\$2,381,875.11
Amount Paid To-Date	\$2,197,321.33
Amount Claimed Due by NorthStar	\$184,553.78
Quantity Adjustment	-\$42,559.34
Amount Due the Contractor	\$141,994.44

In order to closeout this contract, we recommend Change Order 2 be prepared adjusting the Unit Prices and Quantities as presented in our attached spreadsheet and increasing the Contract \$141,994.44. With this Change Order the Adjusted Contract Amount will be \$2,339,315.77. This contract adjustment increased the original contract by approximately 17%, however is approximately 6% below the original Engineers Estimate of \$2,481,000.00.

Should you have any questions regarding these matters or attachments, we can be available to meet and discuss our review and opinions.

Sincerely,

A handwritten signature in black ink, appearing to read 'Rick E. Capone'.

Rick E. Capone
President

REC/jd

Enclosure

C:\MS\QCI-CE\Shane\GREEN, CITY OF\Capone\Expn Report.doc

Quality Control Inspection, Inc.

40 Tarbell Avenue, Bedford, Ohio 44146
Telephone 440-359-1900 Fax 440-359-1935

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August 17, 2016

VIA EMAIL

Mr. Brian Byars
Senior Estimator/Project Engineer
Eclipse Company, LLC
11554 East Washington Street
Chagrin Falls, Ohio 44023

Re: CUY-Tiedeman Road, PID 95548 / City of Brooklyn

Dear Brian,

With regards to your letter of July 18, 2016, pertaining to: 1). Your Company's Baseline Schedule dated 5/10/2016; 2). Your Company's 'Response to Schedule Review'; and 3). QCI's letter dated July 12, 2016, which generally pertains to your Preliminary Schedule, marked "Accepted As Noted, Resubmit," we offer the following comments:

1. Notice of Commencement of Public Improvement was signed on May 10, 2016. The City will agree to use the date of May 16, 2016, Eclipse's received date via email, as the official date of "Notice of Commencement of Public Improvement".

Per your Proposal Package, Section labled "Proposal," Page 10, "If awarded this Contract, the undersign agrees to commence work within ten (10) days after Notice to Commence is given, and to complete the work to the satisfaction of said Municipality within 180 consecutive days from the Date of Notice to Commence Work." As submitted and signed by your Company's President, based on this proposal condition, the completion date for this work is: November 12, 2016.

As a point of clarification to your June 1, 2016 letter, where you state: "On May 26, 2016 via e-mail Eclipse Co. LLC was provided written authorization to commence with work in accordance with Proposal Page 10." Exception is taken to this statement. Issued on this date, at the specific request of Eclipse, was a project Notice to Proceed. Nowhere in the Proposal, Page 10 does is state or require Notice to Proceed to be issued. Further, your May 31, 2016 letter states, "With the NTP being issued on May 26, 2016 the Contract Completion Date therefore would be November 22, 2016." The Contract entered into by Eclipse includes the Proposal, Page 10 'complete the work to the satisfaction of said Municipality within 180 consecutive days from the date of Notice to Commence Work' If Eclipse is now of the opinion that the requested NTP takes precedence over this section or somehow modifies this Contract Condition, we respectfully refer you to the City Solicitor. Based on the aforementioned, until we are directed otherwise by the Legal Department of City, the November 12, 2016 shall be the recognized Date of Completion for this Project.

2. With regard to the Revised Schedule attached to your July 18, 2016 Letter and comments, please note the following:



- a. We concur, the start and completion dates are shown in the Table found on the last page of your Schedule and as per 108.03 1.a. However, we are again requesting the Contract Start and Completion Dates be incorporated as an Activity. For example this can appear as Activity # 10.
- b. *Delete:* all reference made to "Notice to Proceed" and *add:* "Notice to Commence" and *delete:* "5-26-2016" and *add:* "5-16-2016"
- c. *Delete:* All reference made to Contract Completion Date of 11-21-2016 and *add:* 11-12-2016.
- d. You are correct, a CPM schedule is not required per the Contract Specifications. The CMS 108.03 Prosecution and Progress, Bar Chart Schedule will satisfy the Requirements of the Contract.
- e. We agree that the MOT Work Activities, per Phase, which are shown in your Base Line Schedule. As the Project Sequence of Construction calls out: Pre-Phase Work, Phase 1, Phase 2 and Post Phase Work, we are requesting the Bar Chart Schedule incorporate as an activity each of these required Phases, including durations.

In addition to the above comments and requested modification, at your earliest convenience we would propose a Schedule Review Meeting prior to you finalizing these matters and resubmitting the Schedule. With work now underway, we are of the opinion all parties are better positioned to judiciously analyze your work activities, sequence, durations and work flow. With the collaborative effort of all, a timely and meaningful analysis of your Schedule may aid in keeping the work on time and on budget.

Again, your Schedule is Accepted As Noted, Resubmit. Once you have had an opportunity to review these comments, please contact me so we can set a date and time to further review the Schedule and finalize these matters.

Sincerely,

A handwritten signature in cursive script that reads "Margaret A. Robinson".

Margaret A. Robinson, P.E.
Construction Project Engineer

- C: John Verba, City of Brooklyn
Douglas G. Courtney, P.E., C. W. Courtney Co.
Tom Agresta, Jr., Eclipse Co., LLC
Gary Nowak, P.E., ODOT
Rick Capone, Quality Control Inspection, Inc.
Harold J. Miller, Quality Control Inspection, Inc.
John H. Onder, P.E., Quality Control Inspection, Inc.



eNews

Sixth Street Reconstruction

May 31, 2013

This was delivered today to all affected residents:

UNDERGROUND UTILITIES, INC.

"An Equal Opportunity Employer"
416 West Monroe Street – P.O. Box 428
Monroeville, Ohio 44847
Phone: 419-465-2587 Fax: 419-465-4289
E-mail: general@undergroundutilitiesinc.com
5/30/13

CITY OF FORT CLINTON SIXTH STREET RECONSTRUCTION PROJECT

CONSTRUCTION UPDATE TO LOCAL RESIDENTS

As a part of the Sixth St Reconstruction Project, our company is anticipating start work the week of June 2nd, 2013 on the water main installation portion of the project on Sixth Street from Fulton to Jefferson. While working on Sixth Street, the roadway will be closed to thru traffic, with access maintained as necessary for residents, emergency and service vehicles. The Contractor will make every effort to minimize inconvenience for travel and, as well, maximize safety to all residents exiting and entering their residences.

The Contractor plans to work a schedule of approximately 7:00 am to 5:30 pm Monday - Friday. During this time, you will be able to park on the street overnight and in areas where our crews are not working. When crews are working in the vicinity of your residence parking in the street during work hours will not be permitted. Please assume a block's distance from your home, as the installation should move approximately 300' to 400' per work day, depending on conditions. Your car will have to be moved off the street by 7:00 am on workdays. Please make arrangements for off-street parking during these times. Also, please be sure to stay out of barricaded areas, off equipment, away from closed trenches, etc. after work hours as this represents a safety hazard. Please reduce your speed when driving through work zones for your safety and the safety of the workers on site. Your attention to these matters is required so that cooperation between the community and the Contractor results in a safe, successful, project being completed.

Future work will include connection of your residences' water service line to the new main. Notice of this work and any service interruptions related to this work, will be given in separate correspondence.

We regret any inconvenience this may cause and will strive to minimize this to the best of our ability while giving the City a successful and safely completed project.

If you should have any questions, concerns or special needs, please feel free to contact the QCI project inspector Zia (Alicia Ziakam) cell 419-203-5656 or the project managers for the Contractor (UUI) and Construction Manager (QCI) at the numbers listed below.

Respectfully,

Underground Utilities, Inc.

Greg Schafre, Project Manager, Underground Utilities, Inc. - 419-465-2587 x 132
Peg Robinson, Project Manager, Quality Control Inspection, Inc. - 440-359-1900

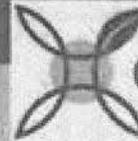
Questions or comments?

Please contact mrobinson@qcigroup.com or call 440-359-1900.

To remove your name from our mailing list, please reply to this email and ask to be removed



Steese Rd. / Shriver Rd. Improvements



City of Green, Ohio

Prosperous. Progressive. Promising.

Key Activities

- No progress meetings are scheduled until further notice.
- Estimate 7 quantities are under review.
- Change Order 1 was sent to WEI for signature on 12/12/13.

Project Update

- Lighting has been completed on Shriver Road.
- All lights on Steese Road and Shriver Road have been energized.
- Pedestrian warning signs have been placed on Shriver Road due to incomplete grading along the sidewalks and uneven grades.
- A project letter has been delivered to all residents advising of the winter shut-down.

Accidents/Resident Concerns

- No accidents or resident concerns to date.

Look Ahead

- Suspend work for the winter and resume in the spring with project punch list along with topsoil, seed and mulch and miscellaneous extra work.

Request for Information Log

✓ 12	3/13/2015	GG	Babcoke	The north seasonal stair footing will encase the existing H-piles near beam line #2, #3, and #4. See attached photo. The top elevation of the H-piles is approximately +575.53. The bottom elevation of the footer is +571.83. Please advise.	3/13/2015	Babcoke	We visited the site and found that the top of H-pile elevations is 574.83 +/- not 575.53. As a result, we want to box around these three elevations as shown on attached revision to sheet 44. Based upon the changes made for both RFI #11 and RFI #12, we want to revise the elevations that Babcoke marked on the shop drawings for the structural stairs. These revisions should not change the layout of steel, they only coordinate elevations of footing, walls, stairs, etc. so that the changes made as a result of RFI #11, #12, and #13 are consistent.	
✓ 13	3/13/2015	GG	Babcoke	Confirm the detail of the enclosed stair footer at the three existing H-piles.	3/13/2015	Babcoke	Jeremy Hinds verbally confirmed that the H-piles are not to be encased in the footer. The footer is to be continued between the H-piles. Depending on the spans, the steel reinforcement is to be included in the sections between the H-piles. The clear space between the south & middle H-pile is anticipated to be 12' +/-, Mr. Hinds stated that in that case, all the vertical steel is to be included.	
✓ 14	3/17/2015	GG	Babcoke	The east edge of shaft #24 encroaches into the stair wall. It is acceptable to form this wall around the column, similar to the conflicting H-piles addressed in RFI #13? There is an existing sewer pipe that will encroach the 22-inch curb between shaft #16 & #17.	3/20/2015	Babcoke	Sheet 24: We agree that stair should be boxed over the column. John from Cleveland Cement suggested that 2A and the stair footing be detailed together so that there is not any differential settlement between these two sections. We agree with this suggestion. GPO wants the curb to bridge over the storm pipe with form on top of the pipe. At beam line 24, the curb should bridge over the battered pile with form on top of the pile. At beam line 4 there should be a tight joint finer between the column and the footer. This is acceptable, and shall comply with all electrical and building codes.	
✓ 15	3/17/2015	GG	Babcoke	Please advise if conduit from LED driver boxes to cell system lighting may be "hung" from the steel beams in lieu of trenching, similar to General Note No. 1 on the attached revised sheet 60/70. We propose this method for each driver location along the length of the boardwalk.	3/20/2015	Babcoke	Drawing send back with comments	
✓ 16	3/18/2015	GG	Babcoke	GS has verified that the top elevation of the pier cap plate is +578 +/-, Top of pier cap deck to remain 3-inches above the top of the pier cap plate. Top of main deck to be 3.25-inches above the top of the pier cap plate. Please confirm.	3/20/2015	Babcoke	As discussed with John from Cleveland Cement in the field yesterday, the side of the asphalt fiber material at the curb is acceptable provided it is cut back, a bond breaker installed, and the joint crafted as per drawings. It is understood that this change only applies to the flush curb.	
✓ 17	3/24/2015	GG	Babcoke	The concrete subcontractor proposes to use the attached fiber expansion joint in lieu of the polyethylene foam listed on sheet 16/70. Please advise if this is acceptable.	4/7/2015	Babcoke	Submit specified item.	
✓ 18	3/25/2015	GG	Babcoke	We propose Simpson Quick Drive Composite Deck Screws per supplier's recommendation. Material to be 305 Stainless Steel. Please advise if this option is acceptable.	3/25/2015	Babcoke	This is the end beam of the boardwalk. This beam is heavier than the others and has a plate welded to the top of it to hold the railing system. As a result, if you can slide the location of 115C towards 115D by 12" to miss the roller, that will be acceptable.	
✓ 19	3/26/2015	GG	Babcoke	CP-115C interference with existing welds.	3/26/2015	Babcoke	See comments on drawing.	
✓ 20	3/31/2015	GG	Babcoke	It was discovered during the post layout that on rare occasions the stainless steel anchors may be located directly on the pier between two 1" thick steel bulkhead plates. In lieu of relocating any posts, we would propose providing a 3/8" x 3" x 3" steel plate washer to capture a through-bolt on the bottom side of the bulkhead plate, relieving the post base plate in place.	4/1/2015	Babcoke	See comments on drawing.	App change to design drawings per Babcoke

Request for Information Log

Request ID	Date	Requester	Request Description	Status	Response Date	Response
✓ 52	6/3/2015	GS	Behavior	GS provided and updated search for review. Returned to GS with comments.		
			Behavior			

Per attached email Guinda Schrock/Figure
Please propose a change to the corner
detail for the railing assembly. For the
conference call held 6/3/15 GS/JP will
resubmit this detail with a slight corner
trade.

RESOLUTION NO. 2017-30
A RESOLUTION OF RADNOR TOWNSHIP, DELAWARE
COUNTY, PENNSYLVANIA, APPOINTMENT OF THE
OWNER'S REPRESENTATIVE & INSPECTION FIRM
FOR THE RADNOR MEMORIAL LIBRARY
RENOVATION AND EXPANSION

WHEREAS, the Township has awarded construction contracts for the renovation and additions to the Radnor Memorial Library

WHEREAS, the Owner's Representative, Inspection, and Clerk of the Works Services are required to oversee construction

WHEREAS, two firms submitted proposals for this work

WHEREAS, the Executive Director, on behalf of the Radnor Memorial Library recommends the appointment of QCI, Incorporated, to provide said services

NOW, THEREFORE, be it *RESOLVED* by the Board of Commissioners of Radnor Township does hereby appoint QCI, Incorporated, the Owner's Representative & Inspection Firm for the Radnor Memorial Library Renovation and Expansion Project, in the amount of \$170,220.

SO RESOLVED this 13th day of February, A.D., 2017

RADNOR TOWNSHIP

By: _____

Name: Elaine P. Schaefer
Title: President

ATTEST: _____

Robert A. Zienkowski
Manager/Secretary

Radnor Township

PROPOSED LEGISLATION

DATE: February 6, 2017

TO: Radnor Township Board of Commissioners

FROM: Stephen F. Norcini, P.E., Director of Public Works *SN*

CC: Robert A. Zienkowski, Township Manager
Anny Laepple, Executive Director, Radnor Memorial Library

LEGISLATION: **Resolution #2017-30:** Appointment of the Owner's Representative & Inspection Firm for the Radnor Memorial Library Renovation and Expansion

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

PURPOSE AND EXPLANATION: By virtue of Resolution #2106-115, the Board of Commissioners awarded the prime construction contracts for the Radnor Memorial Library Additions and Renovations Project, totaling \$5,504,400, with a total project cost of \$7,151,900. The magnitude of this project requires oversight outside and management outside of the scope of the architect. To that end, proposals were solicited from two firms to provide Owner's Representative and Inspection (Clerk of the Works) services during the construction period. Each firm provided their cost based on the duration of the project; ten months. If the project duration were to be extended beyond that time, both firm's prices would increase. The cost tabulation is as follows:

Company	Owner's Representative & Inspection Services Cost	Field Office Cost	Total Cost
Accurate Construction Management	\$186,500	\$12,000	\$198,500
QCI, Incorporated	\$170,220	local office	\$170,220

Please find attached a memorandum from Ms. Anny Laepple, Executive Director of the Library, on behalf of the Radnor Memorial Library Board of Trustees. In the memorandum, it is noted that the Library recommends the use of QCI, Incorporated.

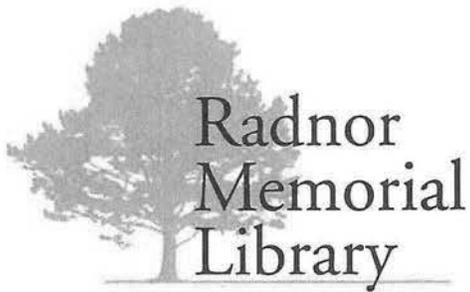
IMPLEMENTATION SCHEDULE: As Ms. Laepple noted, the project is already underway, and time is of the essence. Pending Board of Commissioners approval, we would execute the contract immediately.

FISCAL IMPACT: As previously stated, the costs for these services are based upon a ten-month project duration, at \$170,220. These costs would be charged against the Library Construction Capital account.

RECOMMENDED ACTION: *I respectfully request the Board of Commissioners appoint QCI, Incorporated, the Owner's Representative & Inspection Firm for the Radnor Memorial Library Renovation and Expansion Project, in the amount of \$170,220.*

MOVEMENT OF LEGISLATION: It is being requested that the Board approve the legislation for this project.

Enclosure: Anny Laepple Memorandum
QCI, Inc. Proposal
Accurate Construction Management Proposal



February 6, 2017

Dear Radnor Board of Commissioners:

Together with Steve Norcini, Director of Radnor Public Works, the members of the Radnor Memorial Library Project Team have evaluated two candidates for the Owner's Rep position for the renovation and expansion project at our 114 West Wayne Avenue facility. It is critical this position be filled ASAP, as the project is already underway. With an Owner's Rep in place, we stand a much greater chance of keeping the project on track, and of avoiding potentially costly errors and change orders.

The two firms are QCI, an Ohio-based firm that has recently opened a local office, and Accurate Construction Management, a local firm. The estimates in both candidates' proposals came in well above the budgeted amount of \$100,000. These are time and materials contracts, but the estimates at the moment are between \$170,000 and \$180,000. We expect the payment for the overage to come from the contingency set aside for the project.

After conducting due diligence on the two companies, including interviews and reference checks, the team believes each firm is more than competent to do the job. While both firms have their pros and cons, QCI's cost is a bit less and their reporting capabilities are stronger. Our understanding is that the Township's preferred firm is QCI, and given the Township's role as owner of the building, its ongoing involvement in the project, and the Township staff's experience with construction projects in general, we felt it advisable to give their preferences weight as the deciding factor, and thus we recommend moving forward with QCI.

Sincerely,

Anny Laepple, Executive Director on behalf of
Radnor Memorial Library Board of Trustees



Quality Control Inspection, Inc.

40 Tarbell Avenue, Bedford, Ohio 44146

Telephone 440-359-1900 Fax 440-359-1935

Engineering support services. Quality on the job.



January 24, 2017

Mr. Stephen F. Norcini, P.E.
Director of Public Works
Radnor Township
301 Iven Avenue
Wayne, PA 19087-5297

Re: Renovation and Expansion Radnor Memorial Library
Scope of Service – Fee Proposal for Clerk of Work
Services (second revision)

Dear Mr. Norcini:

Transmitted herewith, please find Quality Control Inspection, Inc.'s (QCI) proposed Scope of Service and revised Cost Proposal for Clerk of Works *aka*. Owner Representation services during the construction of the above referenced project. Based on our review of the information provided to our Company, please note the following for your review and consideration:

Scope of Service:

Based on our review of the project Contract Documents and our understanding of the desired Clerk of Works services we propose the following scope of services:

- Perform full-time (or at stages appropriate to the work) on-site observations and inspections of the progress and quality of the work to determine if the work is proceeding in a manner that when complete will be in conformance with the Contract Documents approved for construction. Notify the Township immediately if, in the opinion of the Clerk of Works, the work does not conform to the Contract Documents or requires special inspection or testing.
- Monitor Contractor's Construction Schedules on an ongoing basis and alert the Township to conditions that in the Clerk of Works opinion may lead to delays in completion of the work.
- Receive and respond to requests from the Contractor for information from the Township.
- Receive and review requests for changes by the Contractor, and submit them, together with recommendations, to the Township. If they are accepted, retain copies of the prepared Architect's Supplemental Instructions, incorporating the Architect's Modifications to the Contract Documents.
- Attend meetings as the Township's representative and report to the Township on the proceedings.
- Observe tests required by the Contract Documents. Record and report to the Township on Test Procedures and Test Results; verify testing invoices to be paid by the Township if required by the Contract Documents.
- Maintain records at the construction site in an orderly manner. Include correspondence, Contract Documents, Change Orders, Construction Change Directives, reports of site meetings, Shop Drawings, Product Data, and similar submittals; supplementary drawings, color schedules, Requests for Payment; and names, addresses and telephone numbers of the Contractors, Subcontractors and principal material suppliers.



Mr. Stephen F. Norcini, P.E.
Director of Public Works
Radnor Township
January 24, 2017
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- Maintain a daily logbook (Build A Form® Engineer Report System) of activities at the site, including weather conditions, date and time, Contractors on-site, nature and location of work being performed, verbal instructions and general comments related to the work issued to the Contractor, and specific observations. Record any occurrence or work that in the opinion of the Clerk of Works or when notified by the Contractor(s) may result in a claim for a change in Contract Sum or Contract Time. Maintain a list of visitors, their titles, and time and purpose of their visit, including all inspections by the Township, third party inspectors, outside agencies and independent testing companies.
- Notify the Township if any portion of the work requiring Shop Drawings, Product Data or Samples is commencing before the submittals have been approved by the Architect. Receive and log Samples required at the site, notify the Township and Architect when they are ready for examination, and record the Architects approval or other action: maintaining custody of approved Samples.
- Observe the Contractor's Record Copy of the Drawings, Specifications, Addenda, Change Orders and other Modifications at intervals appropriate to the stage of construction and notify the Township and Architect of any apparent failure by the Contractor to maintain up-to-date records.
- Review Contractor Applications for Payment and forward to the Township and Architect with recommendations for disposition.
- Review the list of items to be completed or corrected, which is submitted by the Contractor with a request for issuance of a Certificate of Substantial Completion and Review the Work. If the list is accurate, forward it to the Township and Architect for final disposition: if not, advise the Township and Architect and return the list to the Contractor for correction.
- Assist the Township in conducting inspections to determine the date or dates of Substantial Completion and the date of Final Completion.
- Assist the Township in, receipt and transmittal to the Township, documentation required of the Contractor at completion of the Work.

The Clerk of Work shall NOT:

- Exceed the authority of the Township under the Agreement between the Township and the Contractor.
- Authorize deviations from the Contract Documents.
- Approve substitute materials or equipment except as authorized in writing by the Township and Architect.
- Personally conduct or participate in tests or third party inspections except as authorized in writing by the Township.
- Assume any of the responsibilities of the Contractor's Superintendent or of Subcontractors.
- Expedite the Work for the Contractor.
- Except as otherwise provided herein, have control over, charge of or be responsible for construction means, methods, techniques, sequences or procedures, or for safety precautions and programs in connection with the work.



Mr. Stephen F. Norcini, P.E.
 Director of Public Works
 Radnor Township
 January 24, 2017
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- Authorize or suggest that the Township occupy the Project in whole or in part.
- Issue a Certificate for Payment or Certificate of Substantial Completion.
- Prepare, or certify to the preparation of, a record copy of the Drawings, Specifications, Addenda, Change Orders and other Modifications.
- Reject Work or require special inspection or testing except as authorized in writing by the Township or Architect, but does have a duty to notify Township or Architect in a timely manner pursuant to performing observation services.
- Accept, distribute, or transmit submittals made by the Contractor that are not required by the Contract Documents.
- Order the Contractor to stop the work or any portion thereof unless so formally directed by the Township or Architect, but does have a duty to notify the Township and Architect in a timely manner.

Fee:

The below cost proposal assumes a start of February 20, 2017 and Final Completion of October 20, 2017, two hundred twenty-nine (229) calendar days. The proposal of QCI assumes an accelerated pre-construction period of approximately one week that would be necessary for our mobilization, review of documents, coordination with all key stakeholders, architect, contractor(s) and other professional service providers. In addition, once Final Completion is established on October 20, 2017, we have factored in a four (4) week post construction phase that would be necessary for project closeout. Noting this we are pleased to submit the following resources and associated costs:

QCI Estimated Hours and Rates for Owner Representation Services			
Resource/Task	Hours	Rate	Total
Clerk of Works	1,512	\$85.00	\$128,520.00
Clerk of Works (overtime)	0	\$127.50	\$0.00
Document Control	135	\$70.00	\$9,450.00
Project Manager	225	\$130.00	\$29,250.00
Construction Engineer	0	\$130.00	\$0.00
QCI Estimated Hours Sub-Total =			\$167,220.00
Resource/Task	Unit	Rate	Total
Sub-Consultant Testing	0	0.00	\$0.00
QCI Estimated Hours Sub-Total =			\$0.00
Resource/Task	Unit	Rate	Total
Reimbursable	1	3,000.00	\$3,000.00
QCI Estimated Hours Sub-Total =			\$3,000.00
Total =			\$170,220.00



Mr. Stephen F. Norcini, P.E.
Director of Public Works
Radnor Township
January 24, 2017
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QCI's rates conform to the following cost principles: Monday through Friday, five (5), eight (8) hour workdays. Work canceled one (1) hour prior to the start of any scheduled work QCI shall forgo compensation for properly terminating scheduled daily inspection services. In addition, QCI shall be compensated for TWO (2) hours per person, for all scheduled services terminated before a two (2) hour working period, compensated for FOUR (4) hours per person for all scheduled services which exceeds two (2) hours, but has not exceeded a four (4) hour working period, and compensated for EIGHT (8) hours per person for all scheduled services exceeding four (4) hours and not exceeding an eight (8) hour working period.

While we have prepared this cost proposal using the aforementioned information, work performed beyond the contract time of completion, overtime, changes to the project or changes to QCI's scope of work may result in an increase or decrease adjustment to our fee.

Upon your review and acceptance of this proposal, we can proceed with preparing our Agreement for Clerk of Work services.

Should you have any questions regarding this matter, please do not hesitate to contact me.

Sincerely,

A handwritten signature in black ink, appearing to read 'Rick E. Capone', written over a horizontal line.

Rick E. Capone
President

REC/cgk

C: Robert Zienkowski, Township Manager
C:\Work\QCI\Shared\Radnor Township\Proposal\Library\CL of Work Services Pro Rev2.doc

Agreement



Contract No.: 73-17-34
Expiration: 02/28/18
Client: Radnor Township &
Radnor Memorial Library
Service: Clerk of the Works *aka.*
Owner Representative

This Agreement made this ____ day of _____, 2017 by and between Quality Control Inspection, Inc. ("QCI"), Radnor Township ("TOWNSHIP") and the Radnor Memorial Library ("LIBRARY")

WITNESSETH:

WHEREAS, QCI is in the business of providing consulting services relating to construction observation and construction management (excluding: wastewater treatment plant, water plant, water towers, landfills, hazardous waste or treatment facilities, or projects adjudged by QCI to be of a specialized nature); and

WHEREAS, the TOWNSHIP and LIBRARY combined as "OWNER" is desirous of engaging QCI to retain non-exclusive consulting services relating to project Owner Representation (OR) during the Renovation and Expansion of the Radnor Memorial Library as more fully set forth below: and

WHEREAS, on _____, 2017 the TOWNSHIP and LIBRARY authorized the hiring of QCI by Resolution # _____; and

WHEREAS, QCI and TOWNSHIP and LIBRARY have agreed to the terms and conditions for the consideration as more fully set forth below.

NOW THEREFORE, in consideration of the mutual promises and obligations observed and performed by the parties hereto, QCI, TOWNSHIP and the LIBRARY hereby agree as follows:

ARTICLE I - SCOPE OF SERVICE

1. GENERAL

1.1 The OR shall be stationed at the site and shall be responsible for assisting the OWNER's in coordination with the Architect in the administration of the Contract. Through the observations of its Project Representative, QCI shall endeavor to provide further protection for the OWNER's against defects and deficiencies in the Work. Apart from such further protection, the rights, responsibilities and obligations of the Architect as described in the Agreement Between' the OWNER and Architect shall not be modified by the furnishing of such OR services.

1.2 Communications by the OR relating to administration of the Contract shall in general be restricted to the OWNER's, Architect and Contractor. The OR shall communicate with the OWNER's and Contractor in coordination with the OWNER's Architect and with the OWNER's and Architect's full knowledge. The OR shall not communicate with Subcontractors or material suppliers except with the full knowledge and approval of the OWNER's, Contractor and Architect.

2. DUTIES AND RESPONSIBILITIES

The OR shall:

2.1 At stages appropriate to the work or on full-time bases, the OR shall perform on-site observations of the progress and quality of the Work so as to determine if the Work is being performed in a manner indicating that the Work when completed will be in conformance with the Contract Documents. Notify the OWNER's and Architect immediately if, in the OR's opinion, Work does not conform to the Contract Documents or requires special inspection or testing.

2.2 Monitor the Contractor's construction schedules on an ongoing basis and alert the OWNER's and Architect to conditions that in the OR's opinion may lead to delays in completion of the Work.

2.3 Receive and respond to requests from the Contractor for information and, when authorized by the Architect and agreed to by the OR, provide interpretations of Contract Documents.

2.4 Receive and review requests for changes by the Contractor, and submit them, together with recommendations, to the OWNER's and Architect. If they are accepted, retain copies of the prepared Architect's Supplemental Instructions, incorporating the Architect's Modifications to the Contract Documents.

2.5 Attend meetings as directed by the OWNER Architect and report to the OWNER's on the proceedings.

2.6 Observe tests required by the Contract Documents. Record and report to the OWNER's and Architect on test procedures and test results; verify testing invoices to be paid by the OWNER's.

2.7 Maintain records and logs at the construction site in an orderly manner. Include correspondence, Contract Documents, Request for Information (RFI), Change Orders, Construction Change Directives, reports of site meetings, Shop Drawings, Product Data, and similar submittals; supplementary drawings, color schedules, requests for payment: and names, addresses and telephone numbers of the Contractors, Subcontractors and principal material suppliers.

2.8 Maintain a logbook of activities at the site, including weather conditions, nature and location of Work being performed verbal instructions and general comments related to the work issued to the Contractor, and specific observations. Record any occurrence or Work that in the opinion of the OR might result in a claim for a change in Contract Sum or Contract Time. Maintain a list of visitors, their titles, and time and purpose of their visit.

2.9 Notify the OWNER's and Architect if any portion of the Work requiring Shop Drawings, Product Data or Samples is commenced before such submittals have been approved by the Architect. Receive and log Samples required at the site, notify the OWNER's and Architect when they are ready for examination, and record the Architects approval or other action: maintain custody of approved Samples.

2.10 Observe the Contractor's record copy of the Drawings, Specifications, addenda, Change Orders and other Modifications at intervals appropriate to the stage of construction and notify the OWNER's and Architect of any apparent failure by the Contractor to maintain up-to-date

records

2.11 Review Applications for Payment and forward to the OWNER with recommendations for disposition.

2.12 Review the list of items to be completed or corrected which is submitted by the Contractor with a request for issuance of a Certificate of Substantial Completion. Review the Work. If the list is accurate, forward it to the OWNER's and Architect for final disposition: if not, so advise the OWNER's and Architect and return the list to the Contractor for correction.

2.13 Assist the Architect in conducting inspections to determine the date or dates of Substantial Completion and the date of final completion.

2.14 Assist the Architect in receipt and transmittal to the OWNER's of documentation required of the Contractor at completion of the Work.

Insert A: The OWNER's Project Representative shall be the primary designated representative as defined in the AIA B141-1997, section 1.1.3. "Team" and shall act as the primary designated representative where stipulated with the Standard Form of Agreement between OWNER and Architect with Standard form of Architect's Services.

3. LIMITATIONS OF AUTHORITY

The OWNER's Project Representative, in acting on behalf of the OWNER's, shall not exceed the authority of the OWNER or Architect under the Agreement between the OWNER and Architect. The Owner's Representative shall NOT:

3.1 Authorize deviations from the Contract Document

3.2 Approve substitute materials or equipment except as authorized in writing by the Architect.

3.3 Personally conduct or participate in tests or third party inspections except as authorized in writing by the OWNER Architect.

3.4 Assume any of the responsibilities of the Contractor's superintendent or of Subcontractors.

3.5 Expedite the Work for the Contractor.

3.6 Except as otherwise provided herein, have control over or charge of or be responsible for construction means, methods, techniques, sequences or procedures, or for safety precautions and programs in connection with the Work.

3.7 Authorize or suggest that the OWNER occupy the Project in whole or in part.

3.8 Issue a Certificate for Payment or Certificate of Substantial Completion.

3.9 Prepare or certify to the preparation of a record copy of the Drawings, Specifications, addenda, Change Orders and other Modifications.

3.10 Reject Work or require special inspection or testing except as authorized in writing by the OWNER's or Architect, but does have a duty to notify OWNER's in a timely manner pursuant to Section 2.1.

3.11 Accept, distribute, or transmit submittals made by the Contractor that are not required by the Contract Documents.

3.12 Order the Contractor to stop the Work or any portion thereof unless so formally directed by the OWNER's or Architect, but does have a duty to notify OWNER's in a timely manner pursuant to Section 2.1.

ARTICLE II - FEES

1. Fee Schedule:

- a.) The OWNER's shall pay to QCI the fees as set forth in Exhibit "A" attached hereto.
- b.) The fees shall be due and payable on a monthly basis upon presentation by QCI of a detailed invoice.
- c.) QCI shall submit a monthly invoice to the OWNER's, specifying the project name, total OR hours worked, PM hours worked, Document Control hours worked, and reimbursable expenses.
- d.) Payment shall be made to Quality Control Inspection, Inc., 40 Tarbell Avenue, Bedford, Ohio 44146, or QCI assigned financial agent within THIRTY (30) days of the date the invoice was received by the OWNER's.
- e.) QCI's fees and services shall not exceed \$170,220.00 as provided in its Estimated Hours and Rates for Owner Representation Services, dated January 24, 2017 herein attached.
- f.) In the event the OWNER'S or QCI desires to terminate this Agreement, it may be terminated upon THIRTY (30) days written notice by the party so desiring to terminate to the other party. QCI shall be paid for work completed and services performed up to the time of the notice of termination and in the event it is permitted to complete commenced projects, QCI shall be compensated at the rate provided for herein.
- g.) This agreement shall become effective upon "Acceptance" and remain in effect through February 28, 2018 and shall not be construed to provide for exclusive use of QCI or to guarantee utilization of the above stated services to any level stated or implied.

ARTICLE III - INDEMNIFICATION

1. Indemnification and Hold Harmless:

- a.) QCI shall at all times maintain in force and effect professional liability insurance with a limit of liability of not less than \$1,000,000.00 and in a form generally the same as its current coverage provided by National Union Fire Company of Pittsburgh, PA.

ARTICLE IV - NON-SOLICITATION OF QCI EMPLOYEES

1. Solicitation of QCI Employees.
 - a.) Information About QCI Employees. OWNER's may work closely with employees of QCI performing services under this Agreement. All information about such employees which becomes known to OWNER's during the course of this Agreement and which is not otherwise known to the public, including compensation or commission structure, is a Trade Secret of QCI and shall not be used by OWNER's in soliciting employees of QCI at any time. OWNER's agrees to protect the confidentiality of such information unless otherwise subject to disclosure pursuant to applicable Pennsylvania or Federal law.
 - b.) Solicitation of Employees Prohibited. During the term QCI is performing services for OWNER's and from one (1) year following the cessation of such services, OWNER's shall not directly or indirectly ask or encourage any employee(s) or former employee(s) of QCI to leave their employment with QCI, solicit any employee(s) of QCI or former employee(s) for employment, make any offer(s) of employment to any employee(s) or former employee(s) of QCI or employ any employee(s) or former employee(s) of QCI.
 - c.) Injunctive Relief. OWNER's agree and acknowledge that the violation of any of the provisions contained herein would cause irreparable injury to QCI, that the remedy of law for any violation or threatened violation thereof would be inadequate, and that QCI shall be entitled to temporary or permanent injunctive or other equitable relief without the necessity to prove actual damages. In any proceeding by QCI to enforce any of the provision of this Agreement, the prevailing party shall be entitled to reimbursement of all costs and reasonable attorney's fees incurred in such litigation.

ARTICLE V - COPYRIGHTS

OWNER'S acknowledges and agrees that QCI has certain licensing rights to Build A Form® Engineer Report System ("System") that will be utilized by QCI under this Agreement. QCI has proprietary rights in said System which shall remain the sole property of QCI and nothing herein shall be deemed to create any rights in OWNER'S in violation of the rights or interest of QCI or any third party. OWNER's acknowledges that the remedy at law for any breach of this section will be inadequate and, accordingly, in the event of any breach or threatened breach by OWNER's of this section, QCI shall be entitled, in addition to any other remedies, to any injunction restraining any such breach.

ARTICLE VI - GENERAL

1. Heading. The headings to the Articles and Sections of the Agreement are inserted for convenience only and will not be deemed a part of this Agreement for purposes of interpreting or applying the provisions of this Agreement.
2. Governing Law. This Agreement will be governed in all respects by the laws of the Commonwealth of Pennsylvania.
3. Severability. If any provision or paragraph of this Agreement shall be prohibited by law or held to be invalid, such provision or paragraph shall be separable from

this agreement without invalidating the remaining provisions or paragraphs hereof.

4. Amendments. During the term of this Agreement, OWNER's and QCI may amend this Agreement provided, however, any such amendment must be in writing and signed by both OWNER's and QCI.
5. Force Majeure. Neither party shall be liable for its failure to perform hereunder due to any contingency beyond its reasonable control, including acts of God or the public enemy, fire, explosion, accident, flood, drought, embargoes, war, riot, sabotage, action of any kind of governmental authority, whether valid or invalid, strikes, lockouts, labor disputes or shortages or any contingency, delay, failure or cause beyond the parties reasonable control, whether or not of the kind specified herein.
6. Waiver. The waiver by either party of any breach or violation of any provision of this Agreement shall be effective only if given in writing and signed by the waiving party. Any waiver of one breach or violation shall not operate or be construed as a waiver of any subsequent breach or violation.
7. Entire Agreement. This instrument, including the appendices, exhibits, and attachments hereto, constitutes the entire Agreement between the parties covering the subject matter and supersedes all previous agreements and all proposals and negotiations not expressly set forth herein. No modifications or amendments shall be valid unless in writing and signed by both parties. Where conflicts may arise between this Agreement and the proposal of QCI, this Agreement shall prevail.

IN WITNESS WHEREOF, the parties have caused this Agreement to be executed on the day and year first above-mentioned.

Acceptance:

QUALITY CONTROL INSPECTION, INC.

40 Tarbell Avenue
Bedford, Ohio 44146

By: 
Rick E. Capone, President

Date: January 27, 2017

RADNOR TOWNSHIP

301 Iven Avenue
Wayne, Pennsylvania 19087

By: _____
Robert Zienkowski, Township Manager

Date: _____

RADNOR MEMORIAL LIBRARY
301 Iven Avenue
Wayne, Pennsylvania 19087

By: _____
Helen Grommel-McMrane, President

Date: _____

Approved as to form

By: _____
Director of Law, Radnor Township

Date: _____

This agreement authorized by resolution _____ adopted the ___ day of
_____, 201__

By: _____
_____, Radnor Township

Date: _____

EXHIBIT "A"

1. Table of Fee and Services.

- a.) **Owner Representative (Clerk of the Works)** – \$85.00 per hour, per person. Work performed on a Saturday, Sunday, Holiday and/or any hours which exceed a total of eight hours (8) per day will be regarded as an extra for which compensation will be in the sum of \$127.00 per hour, per person for each extra hour worked.
- b.) **Project Manager** - \$130.00 per hour, per person.
- c.) **Document Controller** – \$70.00 per hour, per person. Work performed on a Saturday, Sunday, Holiday and/or any hours which exceed a total of eight hours (8) per day will be regarded as an extra for which compensation will be in the sum of \$105.00 per hour, per person for each extra hour worked.
- d.) QCI's rates conform to the following cost principles: Monday through Friday, five (5) eight (8) hour workdays.
- e.) For Owner Representative services the OWNER'S shall contact QCI one (1) hour prior to the start of any scheduled work to terminate any scheduled daily inspections. QCI shall forgo compensation for properly terminating scheduled daily inspection services. QCI shall be compensated for TWO (2) hours per person, for all scheduled inspection terminated before a two (2) hour working period, compensated for FOUR (4) hours per person for all scheduled inspection which exceeds two (2) hours but has not exceeded a four (4) hour working period and compensated for EIGHT (8) hours per person for all scheduled inspection exceeding four (4) hours and not exceeding an eight (8) hour working period. All other QCI staff resources and services shall be invoiced to the nearest half hour.
- f.) Under this Agreement, QCI has a reimbursable allowance of \$3,000. This allowance shall be used for one (1) Build A Form® Engineer Report System user licenses, one year duration, at a cost of \$840.00 and other project reimbursable expenses; meaning the actual expenses incurred directly or indirectly, plus 10%, in connection with the project including: expendable materials, transportation and subsistence incidental thereto; providing and maintaining field office facilities including furnishings and utilities; telephone calls and telegrams, reproduction of reports, drawings and specifications and similar project related items.

Proposal for Owner's Representative Services

Addition and Renovations to the Radnor Memorial Library



Photo Courtesy of Vitetta Architecture

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January 12, 2017

RE: Proposal for Owner's Representative Services

Expansion and Renovation to the Radnor Memorial Library

Dear Robert Zienkowski, Steve Norcini, Helen McGrane, and Anny Laepple,

We are thankful for this opportunity to offer you this proposal for Owner's Representative Services for the expansion and renovation to the Radnor Memorial Library. We are very excited about this and hope you will see we have a significant skill set to be a strong resource to you and your team. Accurate Construction Management is an ideal candidate for this project for several reasons. Some of the primary reasons that make our firm qualified and special are as follows:

- Strong background in managing public projects performed by multiple prime contractors.
- Familiarity and clear definition of roles with the design professionals and project team
- Good working relationships with 3RD party special inspectors and township inspectors
- Knowledge of elevator construction, permit, and inspection requirements
- Familiarity and strong working relationship with local utility representatives
- Understanding of library renovation procedures
- Excellent response to community concerns

In order to foster and maintain teamwork and cooperation between and with contractors and design team, we:

- Develop and maintain clear communications
- Lead by example, demonstrating commitment to the project and a quest for quality
- Encourage success and offer assistance in meeting goals
- Observe weaknesses and strive to correct them through communication and collaboration

Cost Proposal

We are thankful for the opportunity to offer this cost proposal for Owner's Representative Services for the expansion and renovation to Radnor Memorial Library:

Construction Phase:

Part time: 24 Hours per week: \$128,960

Full time 40 Hours per week \$186,500

Hourly rate and expenses for work outside of scope:

Project Manager: \$108.00/hr.

Administrative Assistant: \$60.00/hr.

Provisions to establish field office \$ 12,000

This proposal is based on a duration of 10 months from the notice to proceed given to Accurate Construction Management.

Organizational Support and Experience:

Anthony Cutruffello

227 Parkview Drive
Springfield, PA 19064
Email: anthonycutruffello@gmail.com

Home: (610) 328-1072
Cell: (484) 614-9438

Professional Experience

**2014 to current Accurate Construction Management
Lower Merion Township
Owners Representative**

- Lead the Township's effort in ensuring that the Project is successfully completed on schedule and within budget by effectively coordinating the efforts of the Architect, Contractors, and the Township's Library Team.
- Schedule and conduct the preconstruction meeting, and attend construction and progress meetings with the Owner, the Architect, and the contractors to discuss such matters as procedures, progress and scheduling.
- Serve the Township as the spokesperson on the jobsite.
- Keep the Township and the community informed about construction progress.
- Track and expedite request for interpretations and submittals.
- Inspect construction work for conformance to design plans and documents.

**2012 to 2014 Accurate Construction Management
Downingtown Area School District
Clerk of Works 6th Grade Center**

- Represent, advice, and consult the School District for the construction phase of 170,000 square foot, 35 million dollar new school, including roadway improvements.
- Determine for the owners benefit and protection that the construction is being performed in accordance of the contract documents and schedule.
- Review schedule of values and request for payments, change orders, and product substitutions, forward recommendations to the owner and architect.
- Track and expedite request for interpretations of the contract documents.
- Coordinate inspections with township, county, and state authorities.
- Coordinate third party inspections.
- Coordinate with utility companies and contractors for new utility services.
- Maintain daily project logs through on site observations.
- Facilitate problem solving with the owner, architect, and contractors.

2007 to 2012 Foreman Program and Construction Managers

**Owners Representative – Lower Merion Township
Bala Cynwyd Public Library
Addition and Renovations**

Represent the Township for the construction phase of a six million dollar project.

- Lead the Township's effort in ensuring that the Project is successfully completed on schedule and within budget by effectively coordinating the efforts of the Architect, Contractors, and the Township's Library Team.
- Schedule and conduct the preconstruction meeting, and attend construction and progress meetings with the Owner, the Architect, and the contractors to discuss such matters as procedures, progress and scheduling.
- Serve the Township as the spokesperson on the jobsite.
- Keep the Township and the community informed about construction progress.
- Track and expedite request for interpretations and submittals.
- Inspect construction work for conformance to design plans and documents.

**Architect and Engineer Representative
Council Rock School District
Holland Elementary School**

Represent the design team on the jobsite for the 18 million dollar renovations and additions to Holland Elementary School.

- Attend bi-weekly construction meetings to represent the design team.
- Review requests for interpretations, and make recommendations to solve issues or communicate issue to appropriate consultant and expedite response.
- Track construction phasing schedule and progress schedule.
- Review installed products for plan and specification accordance.
- Track job progress and submittal process to identify long lead items.
- Review change order request and provide cost analysis on such.
- Compile punch list and close out documents.

Site Manager - Lower Merion High School

Manage and Coordinate Construction and Design of a 90 million dollar project.

- Performed constructability reviews while implementing value engineering;
- Develop front end specifications, while defining scopes of work and establishing phasing plans;
- Facilitate efforts of multiple prime contractors via bi-weekly meeting and direct correspondence;

- Identify and schedule required abatement, testing and inspections
- Coordinate new utility installations;
- Evaluate need for plan revisions and provide direction to proper consultants;
- Manage change order liability
- Compile and monetize punch list; track successful completion;
- Review payment applications from scheduled values through warranty and closeout
- Monitor L.E.E.D. process to ensure owner receives credit

1993-2007 President and Owner of Consolidated Craftsmen

- Directed all phases of construction from concept through final sign off
- Defined scope of work for sub contracts
- Managed project cost to ensure profit
- Addressed all warranty and customer service request
- Enforced quality control standards
- Hired, trained and motivated construction workers and crews
- Set and coordinated construction schedules

Some featured projects include:

- **The Restaurant School, 4100 Walnut Street, Philadelphia, PA**
 - Projects consisted of classrooms, kitchens, dorms, and offices.
- **Private Residence, 615 Fitzwater Street, Philadelphia, PA**
 - Worked with the design team from project inception to owner occupancy
 - Single family home in excess of \$5,000,000
- **Shot Tower Development, Multi-family 8-unit development
Second and Christian Streets, Philadelphia, PA**
 - \$5,000,000
- **College of Physicians, Philadelphia, PA**
 - Addition to the Mutter Museum
- **Growth Properties Hotels, Philadelphia, PA and New Jersey
Includes Hampton Inn, Holiday Inn, Clarion Inn, Comfort Inn**
 - Complete renovations from lobby to guest rooms

1991-1993 Superintendent for Tri-State Design, Fort Washington, PA

- Accountable for the accuracy and execution of the projects allocated funds.
- Approve related invoices.
- Develop and manage project budgets.
- Develop Statement of Work, conduct pre-bid meetings with contractors, coordinate bid packages and review bids
- Provided daily supervision to projects under construction

- Enforced OSHA and EPA regulations
- Ensured the project receives a C/O (Certificate of Occupancy, where appropriate), and all inspections are performed in advance of contractor payment.
- Bid negotiation for subcontracts
- Completed projects: Willow Grove Airbase; Wilmington DE, Veterans Hospital; US Coast Guard Academy, CT; Custom Homes in excess of 1 million dollars

1988-1991 Assistant Superintendent for Arena & Company, Wallingford, PA

- Assisted in overseeing all aspects of coordination and management of construction projects
- Provided project updates to Senior Managers
- Supervised up to 150 workers including both staff and sub contractors on a major project.
- Coordinated change orders, Created punch list, and tracked completion. Approved workmanship.
- Addressed all warranty claims
- Completed projects: White Horse Village \$40 million dollar 300 unit assisted care living facility including a hospital and 2 apartment buildings

1985-1988 Carpenter for Wood Systems, Springfield, PA

- General Carpenter: duties consisted of general carpentry required for the completion of new homes, renovations and additions to residential and commercial properties

Relevant Projects

Bala Cynwyd Library Addition and Alterations
 Ardmore Library Addition and Alterations
 Penn Wynne Library Addition and Alterations
 Downingtown Area School District (Marsh Creek Sixth Grade Center)
 Lower Merion School District (Lower Merion High School)

References

Don Cannon
 Director of Public Works
 Lower Merion Township
 75 East Lancaster Avenue
 Ardmore, PA 19003
 610-645-6133
dcannon@lowermerion.org

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 Director of Site Development & Construction
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King of Prussia, PA 19406
610-633-6894
jlill@goddardsystems.com

Pat Guinnane
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Lower Merion School District
301 E. Montgomery Ave
Ardmore, PA 19003
610-645-1985
guinnap@lmsd.org

Mark Johannesen
Regional Director
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1510 Chester Pike, Suite 104
Eddystone, PA 19022
215-218-4733
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Norma Jean Welsh
Principal
Shamona Creek Elementary School
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610-458-0819

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One Drexel Plaza
3001 Market Street
Philadelphia, PA 19104
215-222-3000
epluciennik@pennonni.com

JOSEPH W. FRAIM
460 East Radnor Court • Downingtown, Pennsylvania 19335

OWNERS REPRESENTATIVE/PROJECT MANAGER

Strategic and decisive leader equipped with more than 35 years of experience in commercial, industrial, and institutional construction fields. Command track record of administrating full lifecycle projects, from concept through completion, on time and within budget, in addition to turning around jeopardized initiatives with comprehensive recovery plans. Able to identify, prevent, and mitigate potential barriers to project success through collaboration with cross-functional personnel. Cultivate and maintain strong relationships with vendors, subcontractors, and clients. Areas of expertise:

Full Project Lifecycle Management • Subcontractor Relations • Change Order Management
Strategic Planning • Cost Reports • Negotiations • Problem Solving • Workflow Scheduling
Profitability Analysis • Budget Preparation • Purchasing • Team Leadership • Communications

Professional Experience

2016 to Present Accurate Construction Management

Provide Pre-Construction Services and Schedule Analysis.

- Document review to minimize change order liability
- Quantity Surveys and Cost summaries
- Value Engineering
- Constructability Reviews
- Scope Review
- Schedule Analysis

2009 to 2016 Downingtown Area School District, Downingtown, Pennsylvania

District consists of Ten Elementary Schools, Two Middle Schools, Two High Schools, a S.T.E.M. Academy, an Administration Building and a 6th Grade Center; almost a \$200M annual budget

Supervisor of Maintenance & Capital Projects

Resuscitated a capital repairs program that had been dormant for over two years, advised Administration and School Board members on construction means and methods so that they could make more cost-effective decisions relating to maintenance and new construction projects, and guided these same personnel through the pre-construction process on three major projects. Developed and updated ongoing Five Year Capital Improvements Plan.

- Owner's Representative/Clerk of the Works for conversion of warehouse to School District Administration Building.
- Owner's Representative/Clerk of the Works for conversion of the District's 80-year-old Ninth Grade Center to a STEM Academy. Work included Architectural, Mechanical, Electrical and Technological upgrades. GC for this \$11M project was Boro Construction.

- Owner's Representative for construction of the District's new 150,000 sq. ft. Marsh Creek 6th Grade Center. Work included Site and Roadway Improvements along with Structural, Architectural, Mechanical, Plumbing & Electrical construction. The GC for this \$35M project was Perrotto Builders.
- Owner's Representative/Project Manager for dozens of structural, roofing, mechanical, plumbing, electrical and site improvements renovation and repair projects.

2008 TO 2009 **RJ KROENER, INC., Horsham, Pennsylvania**
Construction management company with annual volumes exceeding \$20M.

Senior Project Manager

Joined company during period of leadership transition participating in management of \$14M+ workload. Assess projects for profitability prior to execution. Oversee completion of project lifecycle. Contribute to maintaining company cash flow during economic downturn.

- Orchestrated \$8M+ conversion of former Home Depot store to Wal-Mart Supercenter and established processes to manage project progress and costs on bi-weekly basis.
- Prevented project issues and facilitated profitability tracking by instituting related management processes.

2006 to 2007 **IRWIN & LEIGHTON, INC., King of Prussia, Pennsylvania**
Multimillion-dollar provider of quality construction services throughout Mid-Atlantic region to prominent organizations from corporate, educational, health care, pharmaceutical, and retail sectors.

Senior Project Manager

Oversaw construction of 2 Home Depot stores, within time constraints. Co-managed 20 various subcontracted companies during development cycle and assimilated client and vendor personnel to daily planning and implementation efforts throughout final project phases. Supervised Assistant Project Manager and Administrative Assistant.

- Completed more than \$10M in construction projects for Home Depot according to advertised grand opening dates.

2000 to 2006 **THE DELTA ORGANIZATION, INC., Phoenixville, Pennsylvania**
Real estate development company with multimillion-dollar volumes.

Contracts Manager

Brought on board to manage \$17M Newark Airport terminal renovation. Oversaw subcontractor engagements. Reviewed subcontractor monthly payment applications for accuracy. Established project cost monitoring controls. Conducted negotiations with subcontractors. Prepared budgets in conjunction with project subcontractors.

- Ensured proper collection of money from client and maintained appropriate payment to subcontractors based on processed and completed change order work by restructuring related documentation.

- Exposed and terminated 2 fraudulent superintendents who were falsifying costs on expense reports by instituting cost controls.
- Realized 4 additional construction project requests from Wachovia Bank based on successful completion of 1st project and demonstrating quality management, including overseeing 2 Project Managers and 4 Superintendents and implementing effective project processes.
- Achieved multiple renovation project opportunities from local churches, including design build for 29,000-square foot facility, due to previous success; conducted presentations, negotiations, and project staff management.

1996 to 2000 WINDSOR CONSTRUCTORS, INC., Pipersville, Pennsylvania

Commercial construction company with multimillion-dollar volumes.

Senior Project Manager

Contributed to company growth by piloting commercial construction initiatives. Managed 3 Superintendents. Reviewed and selected subcontractors. Scheduled, negotiated, and administered various project facets after bid proposals from subcontractors.

- Increased profit margins more than 10% by heading construction of 2 Extended Stay America hotels and attained referrals that led to negotiation opportunities with Comfort Inn in Marietta, Georgia and Red Roof Inn in Savannah, Georgia.
- Promoted expansion into motel market after establishment of cost tracking system based on CSI codes.
- Contributed to volume increase to \$6M through playing key role in gaining new projects.

1987 to 1996 IRWIN & LEIGHTON, INC., King of Prussia, Pennsylvania

Multimillion-dollar provider of quality construction services throughout Mid-Atlantic region to prominent organizations from corporate, educational, health care, pharmaceutical, and retail sectors.

Project Manager

Provided leadership during industrial, retail, commercial, and educational projects. Completed 20% public projects and 80% private projects. Ensured completion of profitable initiatives according to budget and time constraints.

- Played integral role in growing volume by completing more than \$70M and obtained repeat business from former clients through successful project execution.

Career Note: Additional experience included tenure with **Bechtel Power Corporation** working with major subcontractors on nuclear power plants.

Education

Bachelor of Science, Engineering (Civil Engineering)

Widener University, Chester, Pennsylvania

Training

SchoolDude

Primavera P3 Project Planner & Expedition Software

Professional Membership

Pennsylvania Association of School Business Professionals

Projects List

Downingtown Area School District

- \$1.8M renovation of District Administration Building
- \$11.1M conversion of an existing school building into a 3rd High School (STEM Academy)
- New construction of \$28.8M Sixth Grade Center

R.J. Kroener, Inc.

- \$8M+ conversion of a Home Depot Store to a Wal-Mart Store
- \$250,000 tenant fit-out for First Priority Bank

Irwin & Leighton, Inc

- New \$4.6M Home Depot Store
- New \$5.9M Home Depot Store
- Addition to Student Center at Rutgers University, Camden valued at \$3.8M
- New \$5.0M Paul Robeson Library at Rutgers University, Camden
- New 400,000 sq ft, \$16.6M distribution center for CVS
- New \$9.2M office/laboratory building for Mobil Oil Corporation
- New \$11.7M Student Center at Lafayette College
- \$1.3M upgrade of PP&L's cooling and UPS systems for their computer center

Delta Organization, Inc.

- \$13M renovation to Terminals B&C at the Newark International Airport
- \$5.6M conversion of an 80-year-old school to senior apartments
- New \$7.0M Triumph Baptist Church (Design/Build)
- New \$3.2M Family Life Center at Salem Baptist Church (Design/Build)
- Renovations and construction of a new elevator into the existing Mt. Carmel Baptist Church
- Two new Wachovia Bank branches
- Two fit outs in existing office buildings for new Wachovia Bank branches; conversion of a house into a Wachovia Bank branch

Windsor Constructors

- New Extended Stay America apartment/motel
- New Comcast TV Studio on Columbus Boulevard
- Call Centers for Comcast and Bell Atlantic Network Integrations.

Bechtel Power Corporation

- Project Manager for a River Intake Structure, Reactor Internals for three units, Plant Security Complex and Turbine Generators for one unit; also, negotiation of several large claims

Organizational Tools:

If there are questions as to how these tools are implemented, we would like to address that in the interview. Examples of each tool are included in the proposal

Monthly Reports

A monthly summary of the project. Information includes completed work, anticipated work for the following month, project cost summary, submittal and RFI overview, average workforce on site, and any issues encountered during the month

Daily Work Log

Used to record which contractors and how many employees are on site each day, as well as environmental and ground conditions and visitors (Township inspectors, Architect or Engineer employees, Fire Marshall, etc)

Change Order Logs

An ongoing record of submitted change orders that includes date received, references, current status, and amounts requested and approved

Change Order and Claim Management Calendar

Used to track any contractor claims and change orders, recording work performed each day, including any inactive days.

Project Schedule Analysis

An organized chart of expected schedules, allowing for easy tracking of item date changes with each new schedule release

Submittal Schedule Tracker

Used to record and track submittal statuses, allowing for easy visualization of any items that are behind schedule



Photo credit courtesy of Vitteta Architecture

Monthly Project Construction Progress Report #04

Radnor Memorial Library

Radnor Township

June 2015

A **Accurate Construction
Management, LLC**

SAMPLE MONTHLY REPORT

PROJECT SUMMARY

Work Completed
June 2015

SITE WORK AND NEW ADDITIONS:

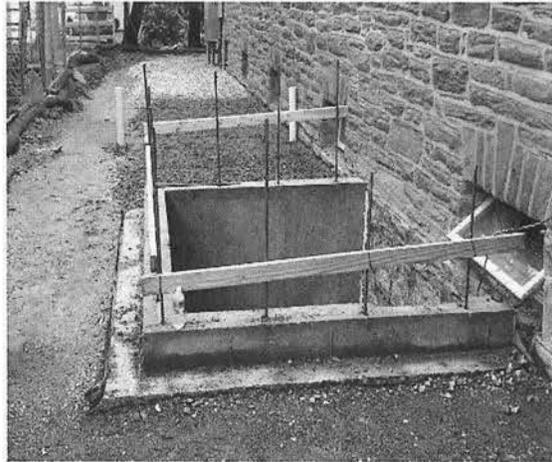
- Removed elevator shoring and backfilled shaft
- Installed 4" PVC pipe for future tie into existing storm system
- Pointed masonry mockup and received approval
- Saw cut and demolished elevator opening
- Installed CMU for new elevator shaft
- Waterproofed walls and installed air vapor barrier for elevator shaft
- Began priming exterior wood surfaces
- Started installing stone for elevator shaft

BUILDING CONSTRUCTION AND RENOVATIONS:

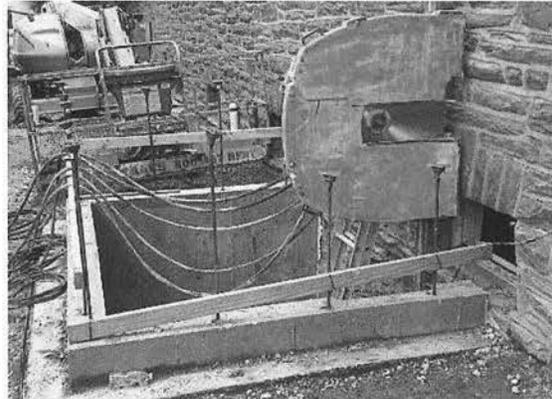
- Repaired rusted and rotted studs and track in basement
- Began drywall installation on one side
- Continued MEP rough-ins
- Installed exhaust fans
- Pressure tested mechanical system
- Passed framing inspection
- Framed dormer for elevator roof

WORK ANTICIPATED IN JULY 2015:

- Continue MEP rough-ins
- Install air handling units
- Complete insulation and drywall installation
- Begin elevator installation
- Continue exterior prep, priming and painting
- Install stairs from basement to first floor



Elevator shaft backfilled



Saw cut building for elevator entrance



Saw cut building for elevator entrance

SAMPLE MONTHLY REPORT

PROJECT COST SUMMARY

Contractor Billing Information:

Original Contract Amount:	\$1,100,225.67
Billed Changes to Contract:	+ \$ 8,910.11
Current Contract Amount:	\$1,109,135.78
Previous Billed Amount:	- \$ 567,890.98
Previous Balance Remaining:	\$ 541,244.80
Current Payment Due:	- \$ 123,456.78
Remaining Balance:	\$ 417,788.02

Billing percentage this month:	11.13%
Total billing percentage to date:	62.33%

Potential/Upcoming Change Orders:

- Code concerns regarding fire draft stops in basement as per Inspector

SUBMITTALS/RFI's

- Contractors continued to provide the required product submittals to the architect for review and approval.
- The submittal process is ongoing and at this time there appears to be no issues.
- Requests for Interpretation:
 - 38 submitted
 - 38 answered
 - 0 open



Demolition of wall for elevator entrances



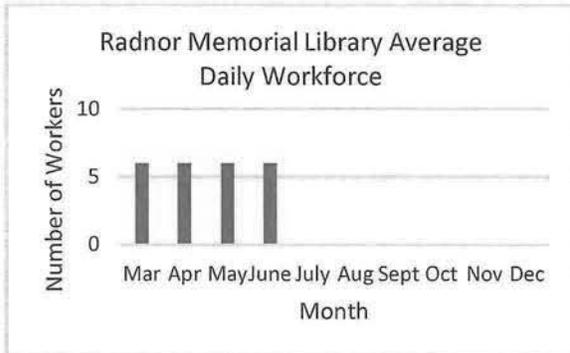
Completed demolition



CMU installation for elevator shaft

SAMPLE MONTHLY REPORT

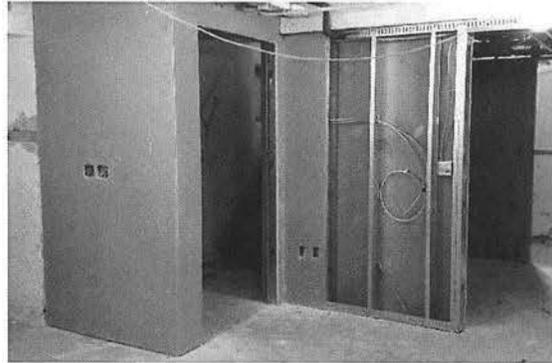
PROJECT WORKFORCE



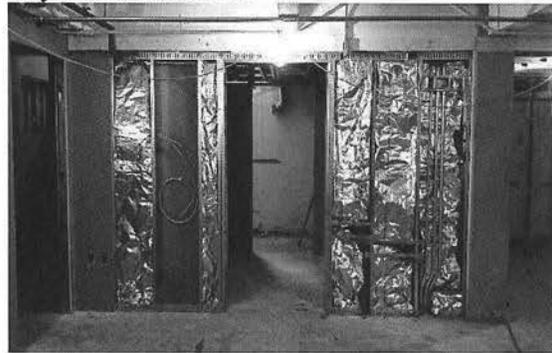
- Project workforce for the month of June 2015 has averaged 6 workers on site on various days
- Prime Contractors on site in June include:
 - Billy Bob Construction Services
 - B. Mullen Plumbing
 - Brooman Mechanical Inc.
 - Chip Electrical Company

PROJECT ISSUES

- No current issues. Work for the project is progressing.



Drywall installation



Wall insulation in basement



Completed elevator shaft

SAMPLE MONTHLY REPORT



Insulated pipes in the basement



Prepared for lintel install



Prepped and primed exterior wood surfaces



Applied air vapor barrier



Insulated pipes and sealed floor penetrations



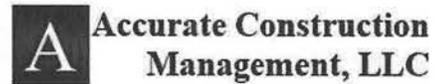
Insulated walls in basement

SAMPLE DAILY LOG

Radnor Memorial Library

Date: 6/22/15

Report Number: 78



TIME	TEMP.	WEATHER	VISITOR'S NAME	COMPANY
7:00 A.M.	73	Clear, Sunny	Bruce Banner	Radnor Township
12:00 NOON	84		Tony Stark	Stark Architects
3:30 P.M.	90			
GROUND CONDITION	<u>AM</u> Dry	<u>PM</u> Dry		

P/S	CONTRACTOR	MANPOWER			WORK PERF./MAJ. EQUIP
		S	F	J	
O	Accurate Construction Management	1			General observations of work described below.
P	Billy Bob Construction Services	1			General observation and supervision of work described below.
P	Chip Electrical Company		1	1	Continued installing rough-ins on first floor
S	Stoney Mountain Masonry		1	2	Continued installing CMU for elevator shaft
P	Brooman Mechanical		1	1	Installed copper piping throughout building Insulated piping throughout building Receive successful pressure inspection
S	Rainbow Decorators		1	1	Sprayed attic Prepped, primed and painted exterior windows

P = PRIME CONTRACTOR S = SUBCONTRACTOR TO PRIME

PROJECT MANAGER
Anthony Cutrufello

SAMPLE CHANGE ORDER AND CLAIM MANAGEMENT CALENDAR

Stoney Creek Masonry Work Schedule

April Calendar

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
5 th	6 th Work Day 3 Soil Exchange	7 th Work Day 4 Soil Exchange	8 th Work Day 5 Soil Exchange	9 th Work Day 6 Soil Exchange	10 th Not on Site Inactivity Day 1	11 th
12 th	13 th Not on site Inactivity Day 2	14 th Not on site Inactivity Day 3	15 th Work Day 7 Soil Exchange	16 th Work Day 8 Soil Exchange	17 th Work Day 9 Soil Exchange Scheduled End Date of Foundation Excavation	18 th
19 th	20 th Work Day 10 Soil Exchange	21 st Work Day 11 Soil Exchange	22 nd Work Day 12 Soil Exchange	23 rd Work Day 13 Soil Exchange	24 th Work Day 14 Soil Exchange Pipe Relocation	25 th
26 th	27 th Work Day 15 Pipe Relocation	28 th Work Day 16 Pipe Relocation	29 th Work Day 17 Pipe Relocation Soil Exchange	30 th Work Day 18 Soil Exchange		

SAMPLE CHANGE ORDER AND CLAIM MANAGEMENT CALENDAR

May Calendar

	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
						1 st Word Day 19 Soil Exchange	2 nd
3 rd		4 th Not on site Inactivity Day 4	5 th Non soil work Prepared for interior trench infills	6 th Non soil work Prepared for interior trench infills	7 th Non soil work Prepared for interior trench infills	8 th Non soil work Poured concrete for interior trench infills	9 th
10 th		11 th Work Day 20 Soil Exchange	12 th Work Day 21 Soil Exchange	13 th Work Day 22 Soil Exchange	14 th Work Day 23 Soil Exchange	15 th Work Day 24 Soil Exchange	16 th
17 th		18 th Built forms for footings	19 th Built forms for footings	20 th Not on site Inactivity Day 5	21 st Not on site Inactivity Day 6	22 nd Prepared for rebar installation	23 rd
24 th		25 th Memorial Day	26 th ABC Contractor replaced by Billy Bob Construction Services Begin forming	27 th Continued to form rebar	28 th Continued to form rebar	29 th Continued to form rebar	30 th

SAMPLE CHANGE ORDER AND CLAIM MANAGEMENT CALENDAR

June Calendar		Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
31 st		1 st Poured majority of concrete footings	2 nd Prepared majority of concrete piers	3 rd Prepared and poured concrete piers	4 th Received materials for CMU wall	5 th Prepared for CMU installation	6 th	
7 th		8 th Began installing CMU	9 th Continued installing CMU	10 th Continued installing CMU Poured footings and piers along column lines E and F	11 th Continued installing CMU Poured remaining footings and piers	12 th Continued installing CMU	13 th	
14 th		15 th Continued installing CMU	16 th Finished installing CMU	17 th	18 th	19 th	20 th	
21 st		22 nd	23 rd	24 th	25 th	26 th	27 th	
28 th		29 th	30 th					

SAMPLE PROJECT SCHEDULE ANALYSIS TABLE

Project Schedule Analysis
Updated: 8-5-15

Issued Date	2/25/2015	4/28/2015	5/26/2015	7/8/2015	7/14/2015	7/22/2015	7/28/2015	8/4/2015
Project Schedule	12/16/2014	-	-	-	-	-	-	-
	10/5/2015	10/21/2015	-	10/26/2015	-	-	-	-
Pre-Construction	12/16/2014	-	-	-	-	-	-	-
	5/13/2015	6/3/2015	6/1/2015	-	8/10/2015	-	-	-
Notice of Award	12/16/2014	-	-	-	-	-	-	-
	12/16/2014	-	-	-	-	-	-	-
Contract Finalization	12/17/2014	-	-	-	-	-	-	-
	1/9/2015	-	-	-	-	-	-	-
Notice to Proceed	2/11/2015	-	-	-	-	-	-	-
	2/11/2015	-	-	-	-	-	-	-
Subcontractor Buyout	1/12/2015	-	-	-	-	-	-	-
	3/13/2015	-	-	-	-	-	-	-
Interior Demolition and Abatement Permit Application	2/12/2015	-	-	-	-	-	-	-
	2/18/2015	-	-	-	-	-	-	-
Receive Twp License from MEP Prime Contractors	2/12/2015	-	-	-	-	-	-	-
	2/18/2015	-	-	-	-	-	-	-
Building Permit Application	2/19/2015	-	-	-	-	-	-	-
	3/11/2015	-	-	-	-	-	-	-
Procurement of Materials	3/12/2015	-	N/A	N/A	N/A	N/A	N/A	N/A
	5/13/2015	6/3/2015	N/A	N/A	N/A	N/A	N/A	N/A
Structural Steel	3/12/2015	-	N/A	N/A	N/A	N/A	N/A	N/A
	5/13/2015	-	N/A	N/A	N/A	N/A	N/A	N/A
Glu-Lam Beams	3/12/2015	-	N/A	N/A	N/A	N/A	N/A	N/A
	5/13/2015	-	N/A	N/A	N/A	N/A	N/A	N/A
Windows	3/12/2015	-	N/A	N/A	N/A	N/A	N/A	N/A
	5/13/2015	6/3/2015	N/A	N/A	N/A	N/A	N/A	N/A

SAMPLE PROJECT SCHEDULE ANALYSIS TABLE

Submittals	N/A	N/A	3/12/2015	3/12/2015	-	-	-	-
	N/A	N/A	6/1/2015	6/1/2015	8/10/2015	-	-	-
GC	N/A	N/A	3/12/2015	3/12/2015	5/21/2015	-	-	-
	N/A	N/A	6/1/2015	6/1/2015	8/10/2015	-	-	-
Electrical	N/A	N/A	3/12/2015	3/12/2015	-	-	-	-
	N/A	N/A	6/1/2015	6/1/2015	-	-	-	-
HVAC	N/A	N/A	3/12/2015	3/12/2015	-	-	-	-
	N/A	N/A	6/1/2015	6/1/2015	-	-	-	-
Plumbing	N/A	N/A	3/12/2015	3/12/2015	-	-	-	-
	N/A	N/A	6/1/2015	6/1/2015	-	-	-	-
Fire Suppression	N/A	N/A	N/A	N/A	3/12/2015	-	-	-
	N/A	N/A	N/A	N/A	6/1/2015	-	-	-
Construction	2/27/2015	12/30/2014	-	-	-	-	-	-
	10/5/2015	10/21/2015	-	10/26/2015	-	-	-	-
Site Work	N/A	12/30/2015	-	-	-	-	-	-
	N/A	10/12/2015	10/14/2015	10/23/2015	-	-	-	-
Tree Removal	2/27/2015	N/A	N/A	N/A	N/A	N/A	N/A	-
	2/27/2015	N/A	N/A	N/A	N/A	N/A	N/A	-
Mobilization	3/2/2015	3/12/2015	-	-	-	-	-	-
	3/9/2015	3/12/2015	-	-	-	-	-	-
Construction Trailer Set up per Logistics Plan	3/2/2015	N/A	N/A	N/A	N/A	N/A	N/A	-
	3/5/2015	N/A	N/A	N/A	N/A	N/A	N/A	-
Temp Service to Trailer	3/6/2015	N/A	N/A	N/A	N/A	N/A	N/A	-
	3/9/2015	N/A	N/A	N/A	N/A	N/A	N/A	-
Hazardous Material Abatement	3/10/2015	12/30/2014	-	-	-	-	-	-
	3/16/2015	1/12/2015	-	-	-	-	-	-
Erosion Control	3/10/2015	3/13/2015	-	-	-	-	-	-
	3/23/2015	3/26/2015	-	-	-	-	-	-
Site Demolition	3/10/2015	3/27/2015	-	-	-	-	-	-
	3/23/2015	4/1/2015	-	-	-	-	-	-
Condenser Equipment Pads	N/A	N/A	N/A	N/A	7/14/2015	7/22/2015	8/17/2015	-
	N/A	N/A	N/A	N/A	7/22/2015	7/30/2015	8/25/2015	-

SAMPLE PROJECT SCHEDULE ANALYSIS TABLE

Exterior Subsurface Basins	4/14/2015	3/27/2015	5/15/2015	5/18/2015	8/17/2015	-	-	-
Aqua Wet Tap Application Approval	5/4/2015	4/16/2015	6/4/2015	6/5/2015	8/27/2015	-	-	-
Fire Main Line	N/A	N/A	N/A	N/A	5/4/2015	-	-	-
Stairs/Ramps	N/A	N/A	N/A	N/A	8/7/2015	-	-	-
Exterior Sidewalks	N/A	N/A	6/5/2015	6/8/2015	8/14/2015	8/10/2015	-	-
Landscaping	N/A	N/A	6/11/2015	6/12/2015	8/14/2015	-	-	-
	N/A	9/10/2015	9/14/2015	9/23/2015	10/6/2015	10/7/2015	-	-
	N/A	9/14/2015	9/16/2015	9/25/2015	10/9/2015	-	-	-
	8/17/2015	9/15/2015	9/17/2015	9/28/2015	10/9/2015	10/12/2015	-	-
	9/4/2015	10/5/2015	10/7/2015	10/16/2015	10/16/2015	-	-	-
	8/17/2015	10/6/2015	10/8/2015	10/19/2015	10/16/2015	10/19/2015	-	-
	9/4/2015	10/12/2015	10/14/2015	10/23/2015	10/23/2015	-	-	-
Demolition	2/27/2015	3/27/2015	-	-	-	-	-	-
Interior Demolition of Finishes and Non-Structural Walls	3/30/2015	4/30/2015	-	6/30/2015	7/13/2015	-	-	-
Cutting and Demolition of Interior Slab for Utilities	3/17/2015	3/27/2015	-	-	-	-	-	-
Exterior Wall Demolition/Window Demolition	3/30/2015	4/9/2015	-	-	-	-	-	-
Demo MEPs	3/16/2015	4/10/2015	-	-	-	-	-	-
Demo Boilers	3/24/2015	4/14/2015	-	-	-	-	-	-
Demo/Replacement of Basement Slab - Plumbing	5/18/2015	4/13/2015	-	-	-	-	-	-
Approve Change Order - Infill Basement Slab	5/22/2015	4/30/2015	-	-	-	-	-	-
	3/17/2015	4/3/2015	-	-	-	-	-	-
	3/23/2015	4/10/2015	-	-	-	-	-	-
	N/A	4/10/2015	-	-	-	-	-	-
	N/A	4/14/2015	-	-	-	-	-	-
	N/A	N/A	N/A	6/30/2015	-	-	-	-
	N/A	N/A	N/A	6/30/2015	-	-	-	-
	N/A	N/A	N/A	N/A	7/13/2015	-	-	-
	N/A	N/A	N/A	N/A	7/13/2015	-	-	-
Footing/ Foundations	N/A	3/27/2015	-	-	4/2/2015	-	-	-
Site Utilities	N/A	6/9/2015	-	7/9/2015	8/19/2015	-	-	-
	3/24/2015	3/27/2015	-	-	8/3/2015	-	-	8/7/2015
	4/6/2015	4/9/2015	-	-	8/14/2015	-	-	8/20/2015

SAMPLE PROJECT SCHEDULE ANALYSIS TABLE

Roof Installation - Addition and Existing Building	6/15/2015	7/20/2015	7/21/2015	7/30/2015	8/11/2015	8/12/2015	-	-
	7/3/2015	7/31/2015	8/3/2015	8/12/2015	8/19/2015	-	-	
Exterior Wall Framing at Addition	5/11/2015	7/8/2015	7/9/2015	7/20/2015	7/30/2015	7/31/2015	-	
	5/15/2015	7/14/2015	7/15/2015	7/24/2015	8/6/2015	-	-	
Fluid Applied Air Barrier	N/A	N/A	N/A	N/A	8/6/2015	8/7/2015	-	
	N/A	N/A	N/A	N/A	8/10/2015	8/10/2015	-	
Exterior Masonry Veneer and Stone Sills	6/29/2015	7/15/2015	7/16/2015	7/27/2015	8/10/2015	8/11/2015	-	
	7/24/2015	8/5/2015	8/6/2015	8/17/2015	9/1/2015	-	-	
Pre-installation Meeting	N/A	N/A	8/7/2015	8/18/2015	8/21/2015	8/24/2015	-	
	N/A	N/A	8/7/2015	8/18/2015	8/24/2015	-	-	
Window Installation	6/15/2015	8/6/2015	8/10/2015	8/19/2015	9/1/2015	9/2/2015	-	
	6/26/2015	8/26/2015	8/28/2015	9/8/2015	9/22/2015	-	-	
Access Doors/Bilco Door	N/A	8/6/2015	8/7/2015	8/18/2015	9/1/2015	9/2/2015	-	
	N/A	8/10/2015	8/11/2015	8/20/2015	9/4/2015	-	-	
Exterior Siding, trim, Fascia	7/27/2015	8/27/2015	8/31/2015	9/9/2015	9/22/2015	9/23/2015	-	
	8/14/2015	9/9/2015	9/11/2015	9/22/2015	10/6/2015	-	-	
MEP Infrastructure	5/25/2015	6/10/2015	-	6/16/2015	-	-	-	
	6/26/2015	8/20/2015	8/21/2015	9/1/2015	9/8/2015	-	-	
Install Boilers	N/A	6/10/2015	-	7/10/2015	7/16/2015	7/20/2015	-	
	N/A	6/23/2015	-	7/23/2015	7/29/2015	7/31/2015	-	
Heat Piping	N/A	6/24/2015	-	7/10/2015	7/30/2015	-	-	
	N/A	7/14/2015	-	7/30/2015	8/19/2015	-	-	
Condensing Unit	N/A	8/3/2015	8/4/2015	8/13/2015	8/19/2015	8/20/2015	-	
	N/A	8/6/2015	8/7/2015	8/18/2015	8/25/2015	-	-	
Duct Mains	N/A	8/7/2015	8/10/2015	8/19/2015	8/25/2015	8/26/2015	-	
	N/A	8/20/2015	8/21/2015	9/1/2015	9/8/2015	-	-	
Electric Service	N/A	8/3/2015	8/4/2015	8/13/2015	-	-	-	
	N/A	8/7/2015	8/10/2015	8/19/2015	8/20/2015	-	-	
Electric Panels	N/A	8/10/2015	8/11/2015	8/20/2015	-	-	-	
	N/A	8/12/2015	8/13/2015	8/24/2015	9/3/2015	9/4/2015	-	
Sprinkler Riser	N/A	6/10/2015	6/12/2015	7/10/2015	8/17/2015	8/27/2015	-	
	N/A	6/16/2015	6/18/2015	7/16/2015	8/21/2015	9/2/2015	-	

SAMPLE PROJECT SCHEDULE ANALYSIS TABLE

Domestic Service	N/A	6/10/2015	-	6/26/2015	-	-	-
	N/A	6/15/2015	-	7/1/2015	-	-	-
Plumbing Mains	N/A	6/16/2015	-	7/2/2015	-	-	-
	N/A	6/22/2015	-	7/8/2015	-	-	-
Injector Pit	3/16/2015	6/16/2015	-	-	-	-	-
	4/3/2015	6/29/2015	-	7/6/2015	-	-	-
Interior/Building	3/16/2015	7/27/2015	7/28/2015	8/3/2015	5/18/2015	-	-
	10/5/2015	10/16/2015	-	10/21/2015	10/12/2015	-	-
Framing	N/A	8/3/2015	-	-	8/10/2015	8/11/2015	-
	N/A	8/11/2015	-	8/17/2015	-	-	-
Framing Existing Area/Interior Walls	5/11/2015	N/A	N/A	N/A	5/18/2015	-	-
	5/22/2015	N/A	N/A	N/A	6/4/2015	-	-
Electrical Rough In	5/25/2015	8/5/2015	-	8/10/2015	6/5/2015	-	-
	6/12/2015	8/20/2015	-	8/25/2015	7/23/2015	-	-
Plumbing Rough In	5/25/2015	8/5/2015	-	-	5/26/2015	-	-
	6/26/2015	8/18/2015	-	-	6/26/2015	6/23/2015	-
HVAC Rough In	5/25/2015	8/3/2015	8/24/2015	9/2/2015	9/8/2015	9/9/2015	-
	6/26/2015	8/20/2015	9/10/2015	9/21/2015	9/28/2015	-	-
Sprinkler/ Fire Suppression Rough In	5/25/2015	7/27/2015	7/28/2015	8/6/2015	8/24/2015	8/17/2015	-
	6/5/2015	8/5/2015	8/6/2015	8/17/2015	9/2/2015	8/26/2015	-
Low Voltage Wiring	N/A	N/A	8/12/2015	8/17/2015	-	-	-
	N/A	N/A	8/17/2015	8/21/2015	-	-	-
Insulation	6/29/2015	8/21/2015	-	8/26/2015	8/17/2015	8/18/2015	-
	7/1/2015	8/24/2015	-	8/27/2015	8/19/2015	-	-
Drywall	7/2/2015	8/21/2015	-	8/26/2015	8/17/2015	8/18/2015	-
	7/22/2015	9/10/2015	-	9/15/2015	9/7/2015	-	-
Ceramic Bathroom Tile	7/23/2015	9/7/2015	-	9/10/2015	9/1/2015	9/2/2015	-
	8/12/2015	9/18/2015	-	9/23/2015	9/15/2015	-	-
Wall Prep	N/A	9/8/2015	-	9/11/2015	9/2/2015	9/3/2015	-
	N/A	9/17/2015	-	9/22/2015	9/14/2015	-	-
ACT Grid	8/13/2015	9/18/2015	-	9/23/2015	9/28/2015	9/29/2015	-
	8/26/2015	9/24/2015	-	9/29/2015	10/5/2015	-	-

SAMPLE PROJECT SCHEDULE ANALYSIS TABLE

Lighting Fixtures	8/27/2015	9/25/2015	-	9/30/2015	9/1/2015	9/2/2015	-
	9/9/2015	10/6/2015	-	10/9/2015	9/11/2015	-	-
GRDs	N/A	9/25/2015	-	9/30/2015	10/5/2015	10/6/2015	-
	N/A	9/30/2015	-	10/5/2015	10/9/2015	-	-
Sprinkler Heads	N/A	9/25/2015	-	9/30/2015	10/5/2015	10/6/2015	-
	N/A	9/29/2015	-	10/2/2015	10/8/2015	-	-
Alarm Devices	N/A	N/A	9/25/2015	9/30/2015	10/5/2015	10/6/2015	-
	N/A	N/A	9/30/2015	10/5/2015	10/9/2015	-	-
Paint	7/23/2015	9/21/2015	-	9/24/2015	9/14/2015	9/15/2015	-
	8/5/2015	10/2/2015	-	10/7/2015	9/28/2015	-	-
Flooring	8/6/2015	10/5/2015	-	10/8/2015	9/28/2015	9/29/2015	-
	8/12/2015	10/9/2015	-	10/14/2015	10/5/2015	-	-
Millwork	8/13/2015	10/12/2015	-	10/15/2015	10/5/2015	10/6/2015	-
	8/26/2015	10/15/2015	-	10/20/2015	10/9/2015	-	-
Plumbing Fixture Installation	8/13/2015	9/21/2015	-	9/24/2015	9/15/2015	9/16/2015	-
	9/2/2015	9/23/2015	-	9/28/2015	9/18/2015	-	-
Toilet Accessories	8/13/2015	10/5/2015	-	10/8/2015	9/18/2015	9/21/2015	-
	8/26/2015	10/6/2015	-	10/9/2015	9/22/2015	-	-
Install Doors and Hardware	7/23/2015	10/12/2015	-	10/15/2015	10/5/2015	10/6/2015	-
	7/29/2015	10/16/2015	-	10/21/2015	10/12/2015	-	-
Projection Screens/Entrance Mats	N/A	N/A	N/A	N/A	9/22/2015	9/23/2015	-
	N/A	N/A	N/A	N/A	9/23/2015	-	-
Window Shades	N/A	N/A	N/A	N/A	9/28/2015	9/29/2015	-
	N/A	N/A	N/A	N/A	10/1/2015	-	-
ACT Tile Installation	9/2/2015	10/7/2015	-	10/12/2015	10/9/2015	10/12/2015	-
	9/3/2015	10/8/2015	-	10/13/2015	10/12/2015	-	-
Project Close-out	N/A	8/12/2015	-	8/17/2015	-	8/18/2015	-
	N/A	10/21/2015	-	10/26/2015	-	-	-
Final Plumbing Inspection	N/A	9/24/2015	-	9/29/2015	9/18/2015	9/21/2015	-
	N/A	9/25/2015	-	9/30/2015	9/22/2015	-	-
Final Electrical Inspection	N/A	10/19/2015	-	10/22/2015	10/12/2015	10/13/2015	-
	N/A	10/19/2015	-	10/22/2015	10/13/2015	-	-

SAMPLE PROJECT SCHEDULE ANALYSIS TABLE

Final HVAC Inspection	N/A	10/19/2015	-	10/22/2015	10/12/2015	10/13/2015	-	-
	N/A	10/19/2015	-	10/22/2015	10/13/2015	-	-	-
Final Fire Inspection	N/A	10/20/2015	-	10/23/2015	10/13/2015	10/14/2015	-	-
	N/A	10/20/2015	-	10/23/2015	10/14/2015	-	-	-
Final Building Inspection	N/A	10/21/2015	-	10/26/2015	10/14/2015	10/15/2015	-	-
	N/A	10/21/2015	-	10/26/2015	10/15/2015	-	-	-
Closeout Documents	N/A	8/12/2015	-	8/17/2015	-	-	-	-
	N/A	9/1/2015	-	9/7/2015	-	-	-	-
Punchlist	9/4/2015	10/1/2015	-	10/6/2015	10/2/2015	10/5/2015	-	-
	9/17/2015	10/12/2015	-	10/15/2015	10/14/2015	-	-	-
Certificate of Occupancy	N/A	10/21/2015	-	10/26/2015	10/23/2015	10/26/2015	-	-
	N/A	10/21/2015	-	10/26/2015	-	-	-	-
Electrical Service	4/28/2015							
	4/28/2015							
HVAC Finishes and Balancing	8/13/2015							
	8/26/2015							
Electrical Finishes	8/27/2015							
	9/9/2015							
Finish Wiring	8/27/2015							
	9/4/2015							
Finish Fire Alarm	8/27/2015							
	9/1/2015							
Finish Security	8/27/2015							
	9/1/2015							
Finish Data	8/27/2015							
	9/1/2015							
Substantial Completion	9/3/2015							
	9/3/2015							
Contract End Date	10/5/2015							
	10/5/2015							

SAMPLE SUBMITTAL SCHEDULE TRACKER

Radnor Memorial Library Submittal Schedule Tracker						A	Accurate Construction Management, LLC
Updated: 7/10/15							
Evaluated: 7/10/15							
Yellow indicates a submittal close to being late							
Red indicated a submittal that is late							
Blue indicates a task that is behind schedule							
Submittal Description	Columbus Due Date	Scheduled Start Date	Days in between	Days After Architect's Review	ID Number	Item	
Pipe and Tube Rappings	7/1/2015	9/23/2015	84	70	25	Stairs/Ramps	
Exterior Finish Carpentry	8/15/2015	9/9/2015	25	11	61	Exterior Siding, Trim, Fascia	
Interior Architectural Millwork	9/28/2015	10/15/2015	17	3	93	Millwork	
Preparation for Reroofing	6/18/2015	6/29/2015	11	-3	52	Roof Demolition	
Self-Adhering Sheet Waterproofing	6/18/2015					**	
Fluid Applied Membrane Air Barriers	6/27/2015					**	
Siding	8/15/2015	9/9/2015	25	11	61	Exterior Siding, Trim, Fascia	
Sheet Metal Flashing and Trim	8/15/2015	9/9/2015	25	11	61	Exterior Siding, Trim, Fascia	
Roof Specialties	8/15/2015	7/30/2015	-16	-30	55	Roof Installation	
Penetration Firestopping	8/28/2015					**	
Fire Resistive Joint Systems	8/20/2015					**	
Joint Sealants	6/24/2015					**	
Hollow Metal Doors and Frames	9/20/2015	10/15/2015	25	11	96	Install Doors and Hardware	
Flush Wood Doors	9/20/2015	10/15/2015	25	11	96	Install Doors and Hardware	
Wood Windows	6/16/2015	8/19/2015	64	50	53	Windows	
Roof Windows	7/1/2015	7/20/2015	19	5	54	Skylights	
Door Hardware	9/20/2015	10/15/2015	25	11	96	Install Doors and Hardware	
Glazing	7/1/2015	8/19/2015	49	35	53	Windows	
Louvers and Vents	8/15/2015	9/9/2015	25	11	61	Exterior Siding, Trim, Fascia	
Gypsum Board	8/6/2015	8/26/2015	20	6	83	Drywall	
Tiling	8/20/2015	9/10/2015	21	7	84	Ceramic Bathroom Tile	
Acoustical Panel Ceilings	9/1/2015	9/23/2015	22	8	86	ACT Grid	
	9/1/2015	10/12/2015	41	27	97	ACT Tiles	
Resilient Base and Accessories	9/15/2015	10/8/2015	23	9	92	Flooring	
Resilient Tile Flooring	9/15/2015	10/8/2015	23	9	92	Flooring	
Tile Carpeting	9/15/2015	10/8/2015	23	9	92	Flooring	
Stone Facing	7/1/2015	7/27/2015	15	1	57	Exterior Masonry Veneer and Stone Sills	
Fabric Wrapped Panels	7/15/2015					**	
Painting	9/1/2015	9/24/2015	23	9	91	Paint	
Staining and Transparent Finishing	9/1/2015	9/24/2015	23	9	91	Paint	
Toilet and Bath Accessories	9/15/2015	10/8/2015	23	9	95	Toilet Accessories	
Fire Protection Specialties	7/15/2015					**	
Projection Screens	8/25/2015					**	
Roller Shades	8/20/2015					**	
Floor Mats and Frames	9/15/2015					**	
Site Furnishings	9/1/2015					**	
Stamped Concrete Paving	8/25/2015	9/28/2015	34	20	26	Exterior Sidewalks	
Stone Paving	8/25/2015	9/28/2015	34	20	26	Exterior Sidewalks	
Concrete Sidewalks	8/25/2015	9/28/2015	34	20	26	Exterior Sidewalks	
Turfs and Grasses	9/25/2015	10/19/2015	24	10	27	Landscaping	
Plants	9/25/2015	10/19/2015	24	10	27	Landscaping	
Storm Drainage Utilities	9/25/2015	5/18/2015	-130	-144	23	Exterior Subsurface Basins	

January 23, 2017

[PROPOSED REVISIONS TO PROFESIONAL SERVICE AGREEMENT
ACCURATE CONSTRUCTION MANAGEMENT]

To All,

Please find the proposed revisions to the service agreement we reviewed 1/18/17. If these revisions meet your expectations please let us know and we can submit a new Service Agreement for your Review. Or you can create your own for our review.

Duration: This agreement is based on a 10 Month duration from the time a Notice to proceed is issued to Accurate Construction Management. Fee will based as described in compensation section.

Compensation: Compensation is based on 10 month duration from the notice to proceed issued to Accurate Construction Management. If the actual duration is less, ACM will provide a credit at the rate of \$18,650 per month, or if longer, ACM will charge for additional time at the rate of \$18,650 per month. Partial months shall be charged at a daily rate of the monthly rate divided by 30.

Quality Control additional Language: 1. ACM will determine in general the the work of each contractor is being performed in accordance with the requirements of the contract documents endeavoring to guard the Township and Library against defects and deficiencies in the work. As appropriate ACM will have authority, upon written authorization from the Township and Library, to require additional inspection or testing of the work in accordance with the provisions of the contract documents. 2. ACM will endeavor to obtain satisfactory performance from each of the Prime Contractors. 3. ACM will recommend course of action to Radnor Township and the Memorial Library of Radnor of Radnor Township when requirements of the contract are not being fulfilled. 4. ACM will not have control over or charge of and shall not be responsible for the Contractor's means, methods, techniques, sequences, or procedures, or safety pre cautions and programs in connection with the work of each contractor, since they are solely the Contractor's responsibility under the Contracts for Construction.

Parties to the Agreement: The 'Radnor' parties to the Agreement are Radnor Township and The Memorial Library of Radnor Township.

Services: Full time 40 hours per week on site. Additional staff will be implemented as ACM seems fit to complete their obligation as an independent contractor. Unless a specific additional work order is approved, this work will be completed at ACM expense.

Field Office expense: Should be added to the base bid since it was determined that no provisions would be supplied to ACM from the Township or Library.

Thank you for the opportunity to submit a proposal.

Respectfully

Anthony Cutrufello

Accurate Construction Management

484-574-2937

January 23, 2017

**[PROPOSED REVISIONS TO PROFESIONAL SERVICE AGREEMENT
ACCURATE CONSTRUCTION MANAGEMENT]**

PROFESSIONAL SERVICES AGREEMENT

THIS AGREEMENT is made as of February 6, 2017, by and between Radnor Township with offices located 301 Iven Ave, Wayne, Pennsylvania 19087 (hereinafter referred to as “the Township”, and Accurate Construction Management, LLC, a Pennsylvania corporation with offices at 227 Parkview Drive, Springfield, PA 19064 (hereinafter referred to as “Consultant”)

WITNESSETH:

WHEREAS, on ^{JANUARY} ~~February~~ 18, 2017, the Consultant submitted a Proposal in response to the Township’s request; and

WHEREAS, the Township has determined the Consultant to be the candidate offering the most favorable proposal in terms of qualifications, technical capabilities, and price; and has approved this Agreement with the Consultant based on the content of the Consultant’s proposal.

NOW, THEREFORE, in consideration of the mutual promises, covenants, and agreements herein contained, the parties hereto, intending to be legally bound, do covenant, promise and agree as follows:

ARTICLE I – Scope of Work

1. Owner’s Representative shall lead the Township’s effort to achieve successful completion of the Project on schedule and within budget by:
 - a. Monitoring, and, when applicable, advising and coordinating with the Township to attain contract compliance by the prime contractors and consultants performing work services on the Project; and
 - b. Where applicable and necessary, effecting coordination between the Project Architect and Prime, Contractors, and the Township’s Library Team.
2. Owner’s Representative shall review all contract documents for the Project, identifying any issues and reporting them to the Township and Architect for guidance and direction.
3. Owner’s Representative shall, on a weekly basis:
 - a. Re-evaluate the Contractors’ basic Project construction schedule logic and its result on the critical path, and
 - b. Monitor the Project construction schedule provided by the General Contractor. This shall include, but not be limited to, input provided by the other prime contractors on the Project, phasing of construction, times for commencement and completion required of each separate contractor, ordering and delivery of materials, and coordination with the Township.
4. Owner’s Representative shall at all times be available to provide the Township with administrative, management, and related services that will facilitate the General Contractor’s coordination of the activities of the prime contractors with each other and with those of the Owner and the Architect to complete the Project in accordance with the latest approved estimate of Construction Cost, the Project construction schedule and the Contract Documents.

5. Owner's Representative shall participate in the pre-installation meetings, and attend construction and progress meetings with the Owner, the Architect, and the Project prime contractors to discuss such matters as procedures, progress and scheduling. Construction Progress Meetings coordination are anticipated at least twice monthly.
6. Owner's Representative shall review the Project construction schedule prepared by the General Contractor Ensuring that it incorporates the activities of the Project prime contractors, including activity sequences and durations, and accounts for the allocation of labor and materials, processing of shop drawings, product data and samples, and delivery of products requiring long-lead time and procurement.
7. The Owner's Representative shall review updates to the Project construction schedule as required to show current conditions. If an update indicates the previously approved Project construction schedule may not be met, the Owner's Representative shall recommend corrective action to the Owner.
8. Consistent with the Bid Documents, and utilizing information from the Project prime contractors, the Owner's Representative shall be available to assist the General Contractor with the coordination of the sequence of construction and assignment of space in areas where the multiple Project prime contractors are working on the Project.
9. Owner's Representative shall assist the Architect in monitoring the value of work in place and cost estimates for incomplete tasks as weighed against the approved schedule of values.
10. Owner's Representative shall review all change order requests with the Architect and, in coordination with the Architect, recommend appropriate action with respect to each change order request.
11. Owner's Representative shall provide the Owner with monthly written project construction reports including information on each prime contractor's work, as well as the entire Project, showing percentages of completion.
12. Owner's Representative shall ensure that an accurate, complete and current record copy of all contracts, drawings, specifications, addenda, change orders and other modifications, is maintained at the Project site, securely, in good order, and marked to record all changes made during construction. This includes but may not be limited to shop drawings; project data; samples; submittals; purchases; other related documents and revisions that arise out of the prime contracts or Work. Owner's Representative shall ensure that records include, in duplicate, principal building layout line, elevations of the bottom of footings, floor levels and key site evaluations certified by a qualified surveyor or professional engineer (the expense of such engineer(s) shall not be the responsibility of the Owner's Representative). Owner's Representative shall ensure that all such records are available to the Owner at all times, and upon completion of the Project, that they are delivered to the Owner. Owner's Representative

understands that Project records in its possession may be subject to public disclosure under the Pennsylvania Right to Know Law and Owner's Representative will cooperate with Owner and assist Owner in appropriately responding to any requests for Project records.

13. Owner's Representative shall be onsite a minimum of 20 hours per week to review work, to identify problems, and to forward questions or concerns as necessary to the owner and/or appropriate contractual entity or stakeholder.

14. For the purposes of Project coordination, Owner's Representative should anticipate stakeholder meetings with appropriate stakeholders from time to time to brief them on the Project progress and any issues that require their input.

15. Project stakeholders include, but are not limited to:

a. Stephen Norcini, Director of Public Works

ARTICLE II – Compensation

As compensation for the services performed under this Agreement, the Township shall pay Consultant a sum not to exceed in one of the following amounts for the construction phases of the Project.

- A. Part time (24 Hours/week): \$128,960
- B. Full time (40 Hours/week): \$186,500

Compensation shall be as stated above unless modified in accordance with ARTICLE XIV of this Agreement.

The above fixed fee for construction phase is for 10 months of anticipated construction. Consultant will submit to the Township monthly invoices for the work in progress. The Township shall pay Consultant the amount on the invoice within fifteen (15) days of the Township's receipt of the invoice.

The following hourly rates for work not anticipated by this Agreement are:

Owner's Representative	\$108.00
Administrative Support	\$60.00
Provisions to establish field office	\$12,000

Expenses include, but are not limited to, printing, postage, mileage and communication

ARTICLE III – Submission of Reports

During the term of this agreement, Consultant shall provide to the Township or its designee such oral or written reports as the latter may reasonably require, as noted under Article I.

ARTICLE IV – Period of Performance

The Consultant's services hereunder shall commence immediately upon receipt, by Consultant of a formally executed Agreement from the Township, and, subject to the provisions of ARTICLE VII hereof, shall continue until delivery by Consultant of materials and reports specified in the Proposal, and payment to Consultant by the Township up to the total sum specified in the Proposal. These periods of performance and the compensation payable to Consultant under ARTICLE II hereof may not be amended, modified or supplemented, except by written agreement of the duly authorized officers of the parties.

ARTICLE V – Independent Contractor

Consultant's relationship shall at all times be that of an independent contractor. The method and manner in which Consultant services hereunder shall be performed shall be determined by Consultant, in its sole discretion, and will not exercise control over Consultant or its employees except insofar as maybe reasonably necessary to ensure performance and compliance with this Agreement. The employees, method, equipment and facilities used by Consultant shall at all times be under its exclusive direction and control. Nothing in this Agreement shall be construed to designate Consultant, or any of its employees, as employees of the Township.

ARTICLE VI – Notice

Any notice, request or other communication to either party by the other concerning the terms and conditions of this Agreement, including, without limitation, the provisions of ARTICLE II and ARTICLEIV, shall be in writing and shall be deemed given only (i) when actually received by the addressee or (ii) sent postage prepaid, by certified or registered United States mail, return receipt requested, address as follows:

If to Consultant: Mr. Anthony Cutrufello, President
 Accurate Construction Management. LLC
 227 Parkview Drive
 Springfield, PA 19064

If to the Township:

The person and the place to which notices are to be mailed to either party may be changed from time to time by notice given in accordance with the provisions of this ARTICLE VI.

ARTICLE VII – Termination

The Project Manager, or his/her designee, may terminate this Agreement at any time, with or without cause, by giving 30 days' notice to Consultant, in which event the Township's sole obligations shall be to compensate Consultant for work actually performed and expenses incurred up to the date of termination. In no event, will any payment pursuant to this ARTICLE VII exceed the compensation provided for in ARTICLE II.

ARTICLE VIII – Confidentiality

Consultant shall not publish, copyright, or otherwise disclose or permit to be disclosed or published, the results of any reports to the Township concerning the work to be performed pursuant to this Agreement, or any particulars thereof, including forms or other materials developed exclusively for the Township in connection with the performance by Consultant of its services hereunder during the period of this Agreement, without prior written approval of the Township. Consultant, cognizant of the sensitive nature of much of the data supplied by the Township, agrees to protect the confidentiality of any information designated by the Township to be privileged or proprietary except to the extent that (i) such information enters the public domain, (ii) is obtained by Consultant from independent third parties not subject to any confidentiality or similar agreement, or (iii) disclosure of such information is required by law, rule or regulation or the valid order of a court or administrative agency.

ARTICLE IX – Personnel

Notwithstanding the provisions of ARTICLE V hereof, Consultant will assign the following persons:

Joe Fraim, on site representative; and Project manager/Scheduling, and Other Consultant support staff, as necessary, to complete the Project.

In the event that the employment of any such persons specified herein should be terminated prior to the completion of this Agreement, then in such event, Consultant shall, at its discretion assign such other persons, as necessary, to complete the project with the Township's approval.

ARTICLE X – Indemnity / Liability

Consultant will indemnify the Township and hold it, and its officers, agents, representatives and employees harmless from any and all claims, damages, costs, including attorney's fees, and liabilities of any kind of directly resulting from the performance of its obligations under this Agreement; except to the extent such claims, damages, cost and liabilities results from the negligence or willful misconduct of the Township or its employees, representatives or agents. In no event, shall Consultant be liable for lost profits, consequential or indirect damages suffered by the Township.

ARTICLE XI – Conflicts

During the term of this Agreement, Consultant will not without the consent of this Township accept from other clients any assignments or tasks which substantially conflict with the objectives of this Agreement. Consultant shall give written notice to the Township with respect to any such assignments or tasks. Such notice shall set forth in reasonable detail the services Consultant would undertake to perform in connection with such assignments or tasks. The Township agrees to grant or deny its consent to Consultant's acceptance of the assignments or tasks described in the notice within 10-days after the notice is given; the Township shall be deemed to have granted its consent if no action is taken within said 10-day period.

ARTICLE XII – Insurance

Consultant shall take out and carry during the entire term of this Agreement, property damage insurance and general public liability insurance with adequate limits to protect both Consultant and the Township from liability. Consultant shall insure the payment of compensation to its employees in accordance with the Worker's Compensation Laws of the State of Pennsylvania. Consultant will maintain adequate General Liability and Auto Liability insurance. Consultant will provide the Township with a Certificate of Insurance evidencing the insurance coverage provided from herein, in the amounts specified in the Agreement.

ARTICLE XIII – Taxes, Unemployment Insurance and Right of Set-Off

Consultant hereby accepts full and exclusive responsibility for the payment of any and all contributions or taxes, or both, for any unemployment insurance, medical and old age retirement benefits, pensions, and annuities now or hereinafter imposed under any law of the United States or any State, which are measured by the wages, salaries or other remuneration paid to persons employed by Consultant on the work covered by this Agreement or in any way connected therewith; and Consultant shall comply with all administrative regulations and rulings thereunder with respect to any of the aforesaid matters; and Consultant shall reimburse the Township for any of the aforesaid contributions or taxes, or both, or any part thereof, if by law the Township may be required to pay the same or any part thereof. The Township reserves a right of set-off against any monies due the Contractor by the Township from any and all final judgements secured in the name of the Township against the Contractor, any municipal claims filed by the Township against the Contractor, or any claim for monies owed the Township for municipal taxes. If the Township exercises its right of set-off, it shall give written notification to the contractor of the exercise of such right, the amount of the set-off and basis therefore.

ARTICLE XIV – General

- A. Modifications – This Agreement or any part thereof may not be modified, except by written agreement of the parties signed by the duly authorized officers of the parties.
- B. No Waiver – No omission or delay by either party to this Agreement at any time to enforce any right or remedy reserved to it, or to require performance of any of the terms of this Agreement, shall be a waiver of any such right or remedy to which either party is entitled, nor shall it in any way affect the right of either party to enforce such provisions thereafter.
- C. Applicable Law – This Agreement shall be governed by and construed in accordance with the laws of the State of Pennsylvania.
- D. Severability – If any provisions of this Agreement shall be held to be invalid, illegal or unenforceable, the validity of all other provisions hereof shall in no way be affected thereby.
- E. Successors and Assignees – This agreement or any of its rights hereunder without the prior written consent of Consultant. Consultant shall have the right without the consent of the Township, to assign this Agreement and its rights and obligations hereunder to Consultant parents, subsidiaries or affiliates or to any partnership in which Consultant or any parent, subsidiary or affiliate of Consultant is a general partner, or to a successor of a Consultant by consolidation or merger or to a purchaser of all, or substantially all, of Consultant assets.
- F. Force Majeure – In the event that performance by either party of any of its obligations or undertakings under this Agreement shall be interrupted or delayed by any occurrence not

occasioned by the conduct of either party hereto, whether such occurrence be an act of God such as lightning, earthquakes, floods or other like causes, the common enemy, the result of war, riot, strike, lockout, civil commotion, sovereign conduct, explosion, fire or the act or conduct of any person or persons not a party to or under the direction or control of a party hereto, then such performance shall be excused for such period of time as is reasonably necessary after such occurrence to remedy the effects thereof.

- G. Non-Discrimination & Equal Opportunity – All contractors must abide by Executive Order 1972-1, the Pennsylvania Human Relations Act, Act of October 27, 1955, P.L.744, as amended, (43 P.L., & 951, et. Seq.), and 43 P.S. & 153, to assure that all persons are accorded equal employment opportunity without regard to race, color, religious creed, handicap, ancestry, national origin, age or sex.
- H. Successors and Assignees – This Agreement may be executed in separate counterparts and when duly executed by all parties hereto, shall constitute a single agreement binding upon all such parties.
- I. Counterpart Signatures – This Agreement may be executed in separate counterparts and when duly executed by all parties hereto, shall constitute a single agreement binding upon all such parties.
- J. Entire Agreement – This Agreement constitutes the entire Agreement between the parties and supersedes all previous agreements and understandings relating to the services required under this Agreement.

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be duly executed by their duly authorized officials as of the date first written above.

ATTEST:

Name: _____

Title: _____

Date: _____

RADNOR TOWNSHIP

By: _____

Name:

Title:

ATTEST:

Name: _____

Title: _____

Date: _____

CONSULTANT

By: _____

Name: Anthony Cutrufello

Title: President

EIN: _____

OR

TIN: _____

New Business

- Motion to authorize the hiring of an independent certified environmental testing firm, to test the asphalt to be disposed and subsoil under the 13-acre parking lot construction area at Villanova University for not only asbestos, but other contaminants; including heavy metals, arsenic, hydrocarbons (oil) and other contaminants as may be recommended by the inspection company. One test sample per acre is suggested. – Requested by Commissioner Booker
- Discussion in regards to Conflicts of Interests, Disclosures and the State Ethics Act– ***Requested by Commissioner Booker***