

BOARD OF COMMISSIONERS

AGENDA

Monday, March 23, 2015 - 6:30 PM

Pledge of Allegiance

Public Participation

Notice of Executive Session preceding the Board of Commissioners meeting of March 23, 2015

1. Consent Agenda

- a) Disbursement Review and Approval: 2015-03A, 2015-03B
- b) Approval of minutes for the Board of Commissioners meeting of February 23, 2015
- c) Acceptance of Department Monthly Reports
- d) Approval of Staff Traffic Committee Meeting Minutes of February 18, 2015
- e) Resolution #2015-11 - Award of Willows Bridge Replacement
- f) Motion for Authorization to Receive Bids for the Radnor Chester and Raider Roads Traffic Signal Installation Project
- g) Resolution #2015-41 - Authorization to Purchase Poles and Mast Arms for the Radnor Chester and Raider Roads Traffic Signal Installation Project
- h) Resolution #2015-42 - Authorization to Purchase Grass Seed
- i) Resolution #2015-43 - Authorizing the Township to enter into an agreement with Main Line Baseball Academy for Summer Baseball Camps
- j) Resolution #2015-44 - Authorizing the Township to enter into an agreement with Ashlee Bailey for Summer Field Hockey Camps
- k) Resolution #2015-45 – Authorizing the Approval for the Purchase of Skatepark Equipment and Removal/Installation for the Radnor Skatepark Improvement Project (Funded by proceeds designated as part of the Radnor Township Building cell tower negotiations where funds have been identified specific to park improvements)
- l) Resolution #2015-15 - Entering into an Agreement with Consolation Energy for the purchase of green power pursuant to the Township's approved Green House Gas Action Plan
- m) Resolution #2015-49 - Authorizing the Execution of a Grant Application to the Department of Conservation and Natural Resources for the Clem Macrone Park Master Plan Development Project
- n) Consideration of a Motion to deny the Certificate of Appropriateness:
 - HARB-2014-25 – 120 & 124 Bloomingdale Avenue – Convert 120 Bloomingdale Avenue to a single family detached dwelling. Demolish existing structures on 124 Bloomingdale Avenue and develop property with five (5) new townhomes located in two (2) buildings.

2. Appointments to Various Boards and Commissions

3. Letters of Commendation and Recognition

4. Discussion in regards to Cell Towers in Township Parks

5. Committee Reports

PERSONNEL & ADMINISTRATION

A. Resolution #2015-51 - Fern Valley Farm License Agreement---Rye, Quarry, Wheeler Tracts

FINANCE & AUDIT

- B. *From CARFAC* - A motion authorizing the Township Manager to engage in the necessary discussion, reviews, and negotiations in an effort to produce recommendations to the Board of Commissioners to monetize all or any one of the following Township owned assets: The Township Building, the Public Works Facility, and/or the North Wayne Parking Lot and Senior Center

PUBLIC WORKS & ENGINEERING

- C. 120/124 Bloomingdale Avenue - Discussion of steep slopes and zoning with the Board of Commissioners
- D. Resolution #2015-47 – (**Final Approval**) - Villanova University West End Zone Building/Butler Annex
- E. Stormwater Management Advisory Committee Update
- F. Resolution #2015-46 - Authorization to Contract with CH2M Hill for Stormwater Program Billing, GIS, and Professional Services
- G. Resolution #2015-48 - Authorization for an expenditure of up to \$60,000 for an Ithan Creek Watershed Assessment, with Authorization for \$500,000 to be Appropriated for the Remediation Efforts Determined by the Ithan Creek Watershed Assessment (By Request of the Stormwater Management Advisory Committee)
- H. Discussion and Possible Motion to Select Specific Stormwater Projects to be Funded

PARKS & RECREATION

- I. Resolution #2015-50 – Authorizing the Township to remit \$187,150 to Radnor Wayne Little League for the construction of a comfort station at Encke Park along with other park site improvements (Funded by proceeds designated as part of the Radnor Township Building cell tower negotiations where funds have been identified specific to park improvements)

COMMUNITY DEVELOPMENT

PUBLIC SAFETY

LIBRARY

PUBLIC HEALTH

Old Business

New Business

Public Participation

Adjournment

RADNOR TOWNSHIP
DISBURSEMENTS SUMMARY
March 23, 2015

The table below summarizes the amount of disbursements made since the last public meeting held on March 9, 2015. 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://www.radnor.com/egov/apps/document/center.egov?path=browse&id=22>

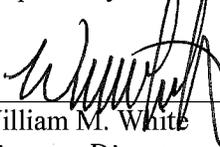
Fund (Fund Number)	2015-3A March 6, 2015	2015-3B March 13, 2015	Total
General Fund (01)	839,496.69	316,038.94	\$1,155,535.63
Sewer Fund (02)	1,060,005.26	15,462.30	1,075,467.56
Capital Improvement Fund (05)	66,206.53	1,059.06	67,265.59
Police Pension Fund (07)	8,698.39	0.00	8,698.39
Escrow Fund (10)	1,000.00	0.00	1,000
Civilian Pension Fund (11)	7,077.98	0.00	7,077.98
Investigation Fund (12)	0.00	138.36	138.36
Police K-9 Fund (17)	468.98	0.00	468.98
The Willows Fund (23)	48.70	0.00	48.70
Total Accounts Payable Disbursements	1,983,002.53	332,698.66	2,315,701.19
<i>Electronic Disbursements</i>	n/a	n/a	1,158,453.43
Grand Total	\$1,983,002.53	\$332,698.66	\$3,474,154.62

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,



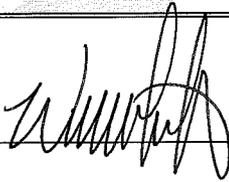
 William M. White
 Finance Director

ELECTRONICALLY PAID DISBURSEMENT LISTING

Estimated Through April 13, 2015

Description	Account No.	Date	Purpose	Amount
Credit Card Revenue Fees - Estimated	Various Funds	4/1/2015	3/15 Credit Card Revenue Processing Fees	\$2,000.00 *
Payroll [Pension] Transaction - Estimated	07-492-4980	4/1/2015	4/15 Police Pension Payments	\$171,497.64
Payroll [Pension] Transaction - Estimated	01-410.4030	4/1/2015	4/15 Annual Police Retiree Bonus Payment	\$20,450.00
Payroll [Pension] Transaction - Estimated	11-495-4980	4/1/2015	4/15 Civilian Pension Payments	\$133,705.79
Payroll [Bi-Weekly] Transaction - Estimated	01-various	3/26/2015	Salaries and Payroll Taxes - General Fund	\$400,000.00
Payroll [Bi-Weekly] Transaction - Estimated	02-various	3/26/2015	Salaries and Payroll Taxes - Sewer Fund	\$15,000.00
Payroll [Bi-Weekly] Transaction - Estimated	17-various	3/26/2015	Salaries and Payroll Taxes - K-9 Fund	\$400.00
Payroll [Bi-Weekly] Transaction - Estimated	01-various	4/9/2015	Salaries and Payroll Taxes - General Fund	\$400,000.00
Payroll [Bi-Weekly] Transaction - Estimated	02-various	4/9/2015	Salaries and Payroll Taxes - Sewer Fund	\$15,000.00
Payroll [Bi-Weekly] Transaction - Estimated	17-various	4/9/2015	Salaries and Payroll Taxes - K-9 Fund	\$400.00
Period Total				\$1,158,453.43

Submitted:



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

<u>Original Estimate</u>			<u>Actual Amount</u>
\$400,000.00	3/12/2015	Salaries and Payroll Taxes - General Fund	\$483,507.38
\$15,000.00	3/12/2015	Salaries and Payroll Taxes - Sewer Fund	\$10,795.89
\$400.00	3/12/2015	Salaries and Payroll Taxes - K-9 Fund	\$534.16
\$415,400.00			\$494,837.43

TOWNSHIP OF RADNOR
Minutes of Public Meeting of February 23, 2015

The Radnor Township Board of Commissioners met at approximately 6:45 PM in the Radnorshire Room in the Radnor Township Municipal Building, 301 Iven Avenue, Wayne, PA 19087

Commissioners Present

William Spingler, President

John Fisher

John Nagle- Absent

Elaine Schaefer

James C. Higgins, Vice President

Richard F. Booker

Donald Curley

Also Present: Robert A. Zienkowski, Township Manager; John Osborne, Treasurer; John Rice, Township Solicitor; William White, Finance Director; Kevin Kochanski, Director of Community Development; Steve Norcini, Director of Public Works; William Colarulo, Superintendent of Police; Tammy Cohen, Director of Recreation and Community Programming; Amy Kaminski, Traffic Engineer and Jennifer DeStefano, Executive Assistant to the Township Manager.

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

Commissioner Spingler commented that Resolution #2015-30 will be removed from the agenda this evening.

Public Participation

Dan Sherry, Wayne – He commented in regards to the ethics complaint against Commissioner Nagle and the recent ethics board meeting. He also requested the Commissioners to censure Commissioner Nagle this evening under new business.

Sara Pilling, Rosemont – She spoke in regards to her LST that is withdrawn by Villanova University.

Leslie Morgan, Farm Road – She spoke in regards to her opposition of resolution #2015-30 which was removed from the agenda this evening.

David Wood, S. Roberts Road – He spoke in regards to the ethics board meeting held last week.

Christina Perrone, Wayne – She spoke in regards to payment for Commissioner Nagle’s attorney who represented him in front of the ethics board.

Dan Sherry, Sr., Wayne – He commented in regards to the actions taken at the ethics board meeting which was held last week.

Annika Walsh, S. Roberts Rd – She commented in regards to the recent outbursts by Commissioners and her opposition to the proposed resolution limiting public comment.

Toni Bailey, Bryn Mawr – She commented in regards to Commissioner Nagle’s actions at past meetings.

Ken Rothweiler, Northwoods Rd. – He commented in regards to the actions of Commissioner Nagle in the past and asked for action to be taken.

Notice of Executive Session of the Board of Commissioners meeting of February 23, 2015

All commissioners were in attendance with the exception of Commissioner Nagle, where matters of personnel, real estate and litigation were discussed.

I. Consent Agenda

- a) Disbursement Review and Approval 2015-02A, 2015-02B & 2015-02C
- b) Acceptance of Department Monthly Reports
- c) Approval of minutes for the Board of Commissioners meeting of January 28, 2015
- d) ~~Resolution #2015-09 – Approval of Act 511 Auditor contract renewal~~
- e) Resolution #2015-12 - Authorization to Apply for the “Green Light Go Grant” for a Traffic Adaptive System for Lancaster Avenue (Sproul Road to Airdale Road)
- f) Resolution #2015-16 - Authorizing the Township to enter into an agreement for Recreation & Community Programming Department usage of Radnor School District Facilities for the 2015 Summer Camp Season
- g) Resolution #2015-17 - Authorizing the Township to enter into an agreement for Recreation & Community Programming Department usage of Radnor Township School District Transportation Services for Radnor Day Camp 2015
- h) Resolution #2015-18 - Authorizing the Township to enter into agreement with the Pennsylvania Recreation & Parks Society for Seasonal Discount Tickets
- i) Resolution #2015-19 - Authorizing the Township to enter into agreement with Soccer Shots, LLC for Seasonal Soccer Programming
- j) Resolution #2015-20 - Authorizing the Township to enter into agreement with Theatre Horizon, INC for Summer Theatre Camps
- k) Resolution #2015-21 - Authorizing the Township to enter into agreement with Jump Start Sports, LLC. for Seasonal Sports Programming
- l) Resolution #2015-22 - Authorizing the Township to enter into agreement with Shining Knights, LTD for Seasonal Chess Programming
- m) Resolution #2015-23 - Authorizing the Township to enter into agreement with World Cup Sports Academy for Seasonal Programming
- n) Resolution #2015-24 - Authorizing the Township to enter into agreement with Brandywine Learning Center, LLC for Seasonal Harry Potter Camps
- o) Resolution #2015-25 - Authorizing the Township to enter into agreement with David Broida for Seasonal Tennis Programming
- p) ~~Resolution #2015-31 – Approval for the Purchase of One New Vehicle for use by the Community Development Department~~
- q) Resolution #2015-26 – Penn DOT Master Casting Agreement
- r) Resolution #2015-27 – Gilmore Traffic Engineer Re-Appointment
- s) ~~Resolution #2015-28 – Amending the 2015 Wage & Salary Schedule to reflect a change in position in the Police Department~~

Commissioner Booker asked for item p & s to be removed from the consent agenda.

Commissioner Fisher made a motion to approve with items d, p & s removed, seconded by Commissioner Schaefer. Motion passed 6-0 with Commissioner Nagle absent.

p) Resolution #2015-31 – Approval for the Purchase of One New Vehicle for use by the Community Development Department

Commissioner Schaefer made a motion to approve, seconded by Commissioner Higgins.

Commissioner Booker inquired for clarification of the new vehicle and the purpose. Kevin Kochanski gave a brief explanation.

Commissioner Spingler called the vote, motion passed 5-1 with Commissioner Booker opposed and Commissioner Nagle absent.

s) Resolution #2015-28 – Amending the 2015 Wage & Salary Schedule to reflect a change in position in the Police Department

Commissioner Fisher made a motion to approve, seconded by Commissioner Schaefer.

Commissioner Booker inquired for clarification if this item is by contract. Mr. Zienkowski explained that it is by contract and the request is for the Board to approve the amending of the wage & salary schedule.

Commissioner Spingler called the vote, motion passed 5-0 with Commissioner Nagle absent and Commissioner Booker abstaining.

2. Pet Valu Certificate of Appreciation for supporting the Radnor Township K-9 Unit

Lieutenant Flanagan presented Pet Valu with a certificate of appreciation for their support of the Radnor Township K- Unit.

3. Letters of Commendation by Police Department

Superintendent Colarulo presented Officers J. Gallagher and Metzler with Letters of Commendation for their efforts with a multi-vehicle crash on Route 476 on January 18, 2015. He also presented Officer Piree, Derr and Bell with Letters of Commendations for their efforts in reviving 83 year old gentlemen who had suffered an asthma attack and was unresponsive and had no pulse when they arrived.

4. Appointments to Various Boards and Commissions

Commissioner Fisher made a motion to appoint the following to various Boards and Commissions, seconded by Commissioner Curley.

Linda Berman – Civil Service Commission, Alternate; James Doyle – Parks and Recreation Board; Martin Dwyer – CARFAC; Charles Falcone – Planning Commission and Janelle Snyder – HARB

Commissioner Spingler called the vote, motion passed 6-0 with Commissioner Nagle absent.

Commissioner Fisher announced there is a vacancy on the Radnor Haverford Marple Sewer Authority; those interested please forward your resume to the Township Manager, Robert Zienkowski, 301 Iven Avenue, Wayne, PA 19087.

5. Presentation of Township Building Rain Garden Project

Dan Meir, EAC gave a brief presentation on an upcoming rain garden project at the Township Building.

6. Recognition of the Radnor Hotel for the Daddy/Daughter Dance

Tammy Cohen, Director of Community Programming and Recreation along with Commissioner Booker recognized the Radnor Hotel for hosting and their support of the Daddy/Daughter dance which was a huge success.

7. Recreation & Community Programming Department Presentation on 2014 Department Highlights

Tammy Cohen, Director of Community Programming and Recreation gave a presentation of her departments highlights in 2014.

8. Committee Reports

PUBLIC SAFETY

A. Ordinance #2015-02 (Introduction) – Handicapped parking space on Eachus Avenue

Commissioner Schaefer made a motion to introduce, seconded by Commissioner Fisher. Motion passed 6-0 with Commissioner Nagle absent.

B. Update on 2014-2015 Deer Culling Program

William Gallagher made a brief presentation in regards to the success of the Deer Culling Program here in Radnor Township along with the USDA. There was a brief discussion following amongst the Commissioners and Staff.

C. Proposed new Staff Traffic Committee Protocol

Lieutenant Flanagan, Steve Norcini – Director of Public Works & Engineering, Officer Matus, Officer Stiansen and Officer Janoski made a brief presentation the proposed staff traffic protocols. There was a sense of the Board for staff to move forward with the creation of the policy and bring it back for approval.

PUBLIC WORKS & ENGINEERING

D. Resolution #2015-29 - Friends of Radnor Troop 284 License agreement

Commissioner Higgins made a motion to approve, seconded by Commissioner Schaefer.

Public Comment

Diane Edbril, Spruce Tree Rd. – She commented in regards to her concerns of the Boy Scouts of America discriminating against homosexuality.

Eric Jensen, Friends of Radnor Troop 284 – He commented in return that his organization does not discriminate.

Commissioner Spingler called the vote, motion passed 6-0 with Commissioner Nagle absent.

PERSONNEL & ADMINISTRATION

E. Discussion of Parameters of directing the Township Solicitor

There was an in depth discussion amongst the Commissioners, Solicitor Rice and Staff in regards to the parameters of directing the Township Solicitor. John Rice clarified that he forwarded samples of rules to Commissioner Higgins and that he was not directed to create legislation. Commissioner Higgins stated that he discussed a sample resolution with Solicitor Rice and asked if one were available and that he never directed Solicitor Rice to draft a resolution.

Public Comment

Diane Edbril, Spruce Tree Rd. – She commented in regards to her thoughts of removing the resolution that would limit public comment from the agenda.

Dan Sherry, Wayne – He commented about the process that was taken to create the resolution to establish rules and regulations for public meetings and his concerns of Commissioners directing the Solicitor.

Roberta Winter, President League of Women Voters – She read a prepared statement in regards to Resolution#2015-30 on behalf of the League of Women Voters.

Christina Perrone, Wayne – She commented in regards to her concerns that the Solicitor took direction from a Commissioner to create policy.

David Woods, S. Roberts Rd. – He commented that he is disappointed in difference that he heard under public comment versus commissioner comment and hopes to have clarification.

Phil Ahr, Rosemont – He thanked the Commissioners for tabling the resolution and discussed his concern of limiting public comment.

~~*F. Resolution #2015-30 – Establishing Rules and Regulations for the Conduct of Public Meetings Pursuant to the Sunshine Act*~~

This item was removed from the agenda for this evening.

PARKS & RECREATION

None

FINANCE & AUDIT

None

COMMUNITY DEVELOPMENT

None

LIBRARY

Commissioner Booker commented that there was a Library meeting last Thursday and there was an introduction of the new Executive Director Annie Lapel. There will also be a retirement party for Kathy Mulroy. They also discussed the new construction and the money that will be raised in addition to the grant and matching funds from the township.

PUBLIC HEALTH

Commissioner Schaefer commented that the Radnor Township Health & Safety Fair will be held on March 18, 2015 at the Township Building from 10:00 AM – 2 PM. This event is open to the public.

Old Business

Commissioner Fisher urged the rest of the Board to go paperless with their Board Packets.

New Business

There was an in depth discussion amongst the Commissioners in regards to Commissioner Nagle's past behavior at the December 8, 2014 Board of Commissioners meeting.

Commissioner Higgins made a motion to recess, seconded by Commissioner Spingler. Motion failed.

Commissioner Curley made a motion that the Board of Commissioners express its formal disapproval of the comments made to Dan Sherry by Commissioner John Nagle at the December 8, 2014 public meeting and to direct Mr. Nagle to apologize and refrain from similar conduct in the future, seconded by Commissioner Spingler.

Commissioner Booker made a motion to amend the original motion to read: *that the Board of Commissioners censures and expresses its formal disapproval of the comments made to Dan Sherry by Commissioner John Nagle at the December 8, 2014 public meeting and to direct Mr. Nagle to apologize and refrain from similar conduct in the future*, seconded by Commissioner Fisher. Motion failed 3-3 with Commissioners Schaefer, Spingler and Higgins opposed and Commissioner Nagle absent.

Public Comment

Ken Rothweiler, Northwoods Rd. – He commented in regards to his strong agreement that the word censure needs to be included in the motion and this conduct should not be tolerated.

Dan Sherry, Wayne – He commented in regards to the proposed motion and that the word censure needs to be included.

David Wood, S. Roberts Rd. – He commented in regards to the need of the word censure to be included in the motion.

Christina Perrone – She stressed the reason for the word censure to be included in the motion.

Parker Sherry, Wayne – He commented in regards to the comments made by Commissioner Nagle at the December 8th meeting and that censure needs to be included in the motion.

Maya van Rossum, S. Roberts Rd. – She commented that the word censure should be used in the motion and her disapproval of Commissioner Nagle’s actions. She also believes a sincere and earnest apology is needed to the individual and to the public and Board. She also commented about the reimbursement of the legal fees.

Jim Schneller, St. David’s – He commented that he would like the Board to return this item to the Ethics Board and his concerns of the comments that were made.

Commissioner Spingler called the vote, motion passed 6-0 with Commissioner Nagle absent.

Public Participation

None

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

Respectfully submitted,

Jennifer DeStefano

INTEROFFICE MEMORANDUM

TO: BOARD OF COMMISSIONERS
FROM: KEVIN KOCHANSKI, DIRECTOR
DEPARTMENT OF COMMUNITY DEVELOPMENT
SUBJECT: FEBRUARY MONTHLY REPORT
DATE: MARCH 3, 2015
CC: ROBERT A. ZIENKOWSKI, TOWNSHIP MANAGER



Community
Development

Attached for your review is the Community Development Monthly Report for the month of February 2015. Please note the following highlights:

- Building Permit Fee Revenue totaled \$29,846.00 with 45 permits issued
 - Electric Permit Fee Revenue totaled \$7,244.00 with 34 permits issued
 - Mechanical Permit Fee Revenue totaled \$3,334.00 with 14 permits issued
 - Plumbing Permit Fee Revenue totaled \$3,209.00 with 28 permits issued
 - Zoning Permit Fee Revenue totaled \$75.00 with 1 permit issued
 - Design Review Board Revenue totaled \$1,100.00 with 5 applications received
 - HARB Review Fee Revenue totaled \$50.00 with 1 application received
 - Zoning Hearing Board Fee Revenue totaled \$3,100.00 with 5 applications received
-
- Permit and application revenue for February 2015: \$ 47,958.00
 - Permit and application revenue year to date: \$ 180,090.00
-
- Permits and applications for February 2015: 133
 - Permits and applications year to date: 303
-
- Inspections conducted for February 2015: 911
 - Inspections conducted year to date: 1309

MEMORANDUM

To: Board of Commissioners
CC: Robert A. Zienkowski, Twp. Manager
Stephen F. Norcini, P.E.; Director of Public Works
From: Suzan Jones, Administrative Assistant Engineering Department
Re: January 2015 Monthly Summary Report

We hereby submit for your review the January 2015 Engineering and Public Works Departments Revenue, respectively \$ 12,255.00 and \$ 3,150.00 AS outlined below.

➤ 14	Grading Permit Applications - \$ 7,875.00	year-to-date - \$ 7,875.00
➤ 2	Clearing Permit Application - \$ 160.00	year-to-date - \$ 160.00
➤ 1	SALDO Application - \$ 300.00	year-to-date - \$ 300.00
➤ 1	Sidewalk Permit Applications - \$ 100.00	year-to-date - \$ 100.00
➤ 8	Sidewalk blocks replaced -	year-to-date - 8 blocks
➤ 0	Septic Permit Applications - \$ 0.00	year-to-date - \$ 0.00
➤ 8	Property inspections - \$ 520.00	year-to-date - \$ 520.00
➤ 18	Certificate of Occupancy Applications - \$ 3,300.00	year-to-date - \$ 3,300.00
➤ 15	Highway Permit Applications - \$ 3,150.00	year-to-date - \$ 3,150.00

Engineering income for 2015 year-to-date \$ 12,255.00

Public Works income for 2015 year-to-date \$ 3,150.00

Engineering Assistant Doug Meder, SEO, performed the following:

➤ 42	site visits	year-to-date - 42
➤ 19	mark outs for property resale (sidewalks)	year-to-date - 19
➤ 19	sewer inspections	year-to-date - 19
➤ 9	complaints investigated	year-to-date - 9
➤ 1	Grading Permit applications reviewed	year-to-date - 1
➤ 31	meetings attended	year-to-date - 31
➤ 0	Sewage Permit Review	year-to-date - 0
➤ 0	Sewage Permit Deep Holes	year-to-date - 0
➤ 0	Sewage Permit Pre-soaks	year-to-date - 0
➤ 0	Sewage Permit Percolation Tests	year-to-date - 0
➤ 1	Sewage Permit Septic Installations	year-to-date - 1
➤ 0	Storm percolation tests	year-to-date - 0
➤	Deliveries to Shade Tree and Planning Commission members	year-to-date - 15

Professional Service Fees Reimbursed for 2015 year-to-date \$ 4,301.96

MEMORANDUM

To: Board of Commissioners
CC: Robert A. Zienkowski, Twp. Manager
Stephen F. Norcini, P.E.; Director of Public Works
From: Suzan Jones, Administrative Assistant Engineering Department
Re: February 2015 Monthly Summary Report

We hereby submit for your review the February 2015 Engineering and Public Works Departments Revenue, respectively \$ 10,580.00 and \$ 6,900.00 as outlined below.

➤ 9	Grading Permit Applications - \$ 3,250.00	year-to-date - \$ 11,125.00
➤ 0	Clearing Permit Application - \$ 0.00	year-to-date - \$ 160.00
➤ 0	SALDO Application - \$ 0.00	year-to-date - \$ 300.00
➤ 2	Sidewalk Permit Applications - \$ 100.00	year-to-date - \$ 200.00
➤ 13	Sidewalk blocks replaced -	year-to-date - 21 blocks
➤ 0	Septic Permit Applications - \$ 0.00	year-to-date - 0.00
➤ 72	Property inspections - \$ 4,680.00	year-to-date - \$ 5,200.00
➤ 15	Certificate of Occupancy Applications - \$ 2,550.00	year-to-date - \$ 5,850.00
➤ 18	Highway Permit Applications - \$ 6,900.00	year-to-date - \$ 10,050.00

Engineering income for 2015 year-to-date \$ 22,835.00

Public Works income for 2015 year-to-date \$ 10,050.00

Engineering Assistant Doug Meder, SEO, performed the following:

➤ 42	site visits	year-to-date - 84
➤ 11	mark outs for property resale (sidewalks)	year-to-date - 30
➤ 11	sewer inspections	year-to-date - 30
➤ 4	complaints investigated	year-to-date - 13
➤ 4	Grading Permit applications reviewed	year-to-date - 5
➤ 37	meetings attended	year-to-date - 68
➤ 0	Sewage Permit Review	year-to-date - 0
➤ 0	Sewage Permit Deep Holes	year-to-date - 0
➤ 0	Sewage Permit Pre-soaks	year-to-date - 0
➤ 0	Sewage Permit Percolation Tests	year-to-date - 0
➤ 1	Sewage Permit Septic Installations	year-to-date - 1
➤ 0	Storm percolation tests	year-to-date - 0
➤	Deliveries to Shade Tree and Planning Commission members	year-to-date - 31

Professional Service Fees Reimbursed for 2015 year-to-date \$ 29,946.28

RADNOR TOWNSHIP RECREATION & COMMUNITY PROGRAMMING DEPARTMENT MONTHLY REPORT – FEBRUARY 2015



Programs/Excursions/Events

- Programming consisted of:
 - Pre-School Little Hoop Stars with Jump Start Sports (31 participants)
 - Pre-School Indoor Soccer with World Cup Sports Academy (16 participants)
 - Pre-School Indoor Soccer with Soccer Shots/Session 2 (10 participants)
 - School's Out Who's In February 13th In-Service Day Program with Jump Start Sports (31 participants)
 - Radnor Youth Basketball Program (1,055 participants)
 - Youth Wrestling (19 participants)
 - After-School Science at Ithan (11 participants)
 - After-School Chess at Ithan (20 participants)
 - Gryphon Volleyball (19 participants)
 - Women's Boot Camp/Session 2 (11 participants)
 - Indoor Tennis with David Broida (30 participants)
 - Men's Basketball (19 participants)
 - Regal Movie Discount Ticket Program (37 movie tickets sold to date 2015)
 - PRPS Discount Ticket Program (100 ski tickets sold to date 2015 – Bear Creek, Big Boulder/Jack Frost, Blue Mountain, Elk Mountain)
 - Manager's Challenge Lecture Series - Raw Can Roll Café Cooking Demo & Tasting (Sold Out with 17 participants)
 - Summer Day Camp/Preschool Camp Saturday Exclusive Hours Registration (15 families/23 campers)
 - Daddy-Daughter Valentine's Dance Event at the Radnor Hotel (sold out with 210 participants, 113 daughters/97 daddys)
- Met with winter programming and event vendors/instructors and aligned contractual agreements and coordinated facility schedules with venues.
- Distributed Winter & Spring 2015 Recreational Activities Brochure; began development of the Summer 2015 Recreational Activities Brochure.
- Winter 2014-2015 Radnor Youth Basketball Program – worked with Basketball Program Coordinator, Referee Coordinator, League Representatives and Coaches through the practice/game scheduling process and program assessment process; over 200 coaches and representatives have been involved with the program this season; coordinated facility usage with RTSD and various local private schools such as Agnes Irwin School, Hill Top Preparatory School, Woodylynde School, and Villanova University, particularly inclement weather cancellations and communications; worked through online registration and coaches/background check registration processes; developed goals and objectives for next season and continued working through the process of evaluating transition of the program to a contractual partnership for the 2015-2016 season.

Radnor Youth Basketball Participation Summary

	2009/2010	2010/2011	2011/2012	2012/2013	2013/2014*	2014/2015**
Hoops Clinic	296	225	204	185	192	169
League	969	878	862	813	907	886
Total:	1265	1103	1066	998	1099	1055

*2014 program includes Kindergartners/2nd Grade League options

**2015 program registration is still underway

- Developed Manager's Challenge Program along with Employee Wellness Incentive Program that includes free health and wellness workshops at the Wayne Art Center.
- Developed spring adult co-ed volleyball, soccer, and pickleball leagues; spring break camps, spring preschool t-ball and soccer programs; developed summer specialty camps including new baseball, field hockey, and science camps.
- Developed various components of Radnor Day Camp and Summer Preschool Camp – including

facility usage details with Radnor Elementary School and met with staff/toured the facility; early bird/paper-only registration (temporarily due website re-development) through February 28th (RDC has 103 full-day camp registrants/7 half-day registrants; PKC has 13 registrants); camp trip and visitor schedules; restructuring of the swimming program at Radnor Day Camp due camp relocation (will take place at RHS); the hiring process for all open summer positions; the planning process with camp Directors and Coordinators; evaluated offering extended day camp.

- Upcoming Community Events coordinated consisted of:
 - Spring Eggstravaganza & Community Event – coordinated venue, sponsorships, supplies, and mini camp fair to be held at the event.
 - Wheels of Wayne Car & Motorcycle Show – coordinated sponsorships and vehicle/vendor registration processes
 - Arbor Day Celebration – coordinated partnerships and event logistics.
 - Bike Rodeo – coordinated logistics at Wayne Senior Center.
 - Great American Backyard Campout – met with Radnor Scouts to discuss new activities for this year's event.
 - Summer Concert Series – prepared three concert nights July to August at Veterans Park, Clem Macrone Park, and Bo Connor Park.
 - Night at the Ball Park – planned activities and fireworks.
 - Wayne Magazine Music Festival – met with WBA and Wayne Magazine owner to discuss preliminary event development.
- Continued sponsorship development by working with local businesses and organizations for current events and programs; conducted meetings and discussions with several potential sponsors to secure monetary and in-kind sponsorships for 2015 events; monetary sponsorship contributions are at \$10,000; updated areas of the website to include continual updates on event information and sponsorship opportunities.
- Continued/developed event and programming collaborations with Radnor Township School District, Villanova University, Radnor Memorial Library, Wayne Senior Center, the Wayne Business Association; the American Lung Association, Radnor Hotel, La Maison, PSSC, and with other prospective businesses and organizations within the community.
- Received notification of award for the PRPS (PA Recreation & Parks Society) Excellence in Programming Award for the 2014 Great American Backyard Campout – this is the Department's second award in this category.
- Prepared financial reporting and evaluation for seasonal programming, events, discount ticket program, picnic, park, athletic field, and facility rentals; continued review and development of the Department's Goals and Objectives/Projects and Status for 2015.

Administrative

- Processed daily phone and email communications in order to provide information on community sports, recreational activities, and events; set up online registration for applicable programs and events through egov Strategies/handled registrations for programs; prepared purchase orders/invoices, deposited income; conducted ongoing program wrap-ups as needed including the reconciling of participation numbers, finalizing instructor payments, performing program financial analyses, and sending out program evaluations; coordinated locations and logistics for programming, scheduled facility reservations/submitted applications, maintained Outlook event calendars, met with instructors and vendors to develop program agreements and process background checks; continued utilization of PEN (Programmer's Exchange Network) listserv to obtain and share information to evaluate and advance; updated all Department areas of the Township website and social media page and distributed monthly/weekly e-newsletters; filmed our monthly segment for the *Radnor 411* television show, *30 Minutes with the Manager* television show, and prepared slides for the Radnor Cable Channel; coordinated ongoing marketing efforts; managed inventories and distributed supplies to programs; worked with Township solicitor on various pieces of Department legislation and matters.
- Continued to work with Program Supervisor and Program Coordinator through continued planning, programming, and procedures; visited facilities in the Township; met with organizations; discussed daily/seasonal operations, services, and Township/Department procedures; conducted programmatic planning and developed short-term goals and objectives for 2015.

- Attended and prepared reports and documentation for monthly Board of Commissioners Meetings and monthly Parks Board Meeting.
- Attended weekly staff meetings with Township Manager and Department Directors/Supervisors.
- Attended meeting to discuss planning for Staff Diversity Training.
- Met to discuss staff performance evaluations.
- Program Supervisor attended monthly Township Safety Committee meeting.
- Met with Finance staff and potential parks and recreation software demo representatives.
- Acclimated new internship student from Temple University who will be with us through April; interviewed summer internship candidate.
- Established and distributed job advertisements for part-time leadership positions for programs, birthday party program at Radnor Activity Center, summer camp positions, and internships.
- Attended new Township website training; set up Department pages.
- Met with risk advisors and attorneys regarding related Township areas.
- Monitored budgetary line items; developed budgetary analyses outline and management of vendor expense data along with budgetary composition analyses; continued to build on our Department's reporting and time allocation; developed cost assumptions and cost recovery illustrations relative to our Department's financial overview; continued review of Department operating budget and parks capital and improvement planning.
- Administrative Projects underway: Passport to Parks Program Initiative; Department Strategic Plan; Online registration solution for programs.

Parks/Facilities

- All park bathrooms are winterized for the season.
- **Athletic Fields:** Began coordination of spring field scheduling for spring 2015 with the community sports organizations, local schools, and programs.
- **Park Areas:** Began taking reservations for the 2015 season.
- **Trails:** continued working with the Delaware Valley Planning and Recreation Commission on a project that will entail pedestrian and cycle counts along the Radnor Trail utilizing equipment and technology that was funded by the DVPRC's grant receipt from the William Penn Foundation – we are currently working through the details of a letter of understanding for the project; noteworthy is that the Radnor Trail will be celebrating 10 years in 2015.
- **Radnor Activity Center:** Coordinated usage and rentals – 7 rentals took place in February, most were for multiple dates, along with the Department's seasonal recreational usage including the Radnor Youth Basketball Winter Program, men's hoops, futsal, soccer; RMS basketball, SKS basketball, PSSC volleyball league (6 teams); staff in-service day programs; and other Department-related programming; we have continued to work on new rental opportunities, the birthday party program and general program growth at the facility; we installed two multipurpose netting systems for volleyball and tennis and along with volleyball and pickleball taped lines, which are currently ready for use.
- **The Willows:** Working with the Willows, LLC. on their timeline for building entry and construction which will be beginning soon in 2015 (firm that has been authorized by the Board of Commissioners in September 2014 through the development of a lease agreement to operate the Willows Mansion as a wedding/event facility with improvements to the Willows Mansion and the addition of a pre-fabricated event structure/terrace to accommodate 200+). Staff will be meeting with representatives from the Willows LLC. including the anticipated new catering/chef in mid-March; Replacement of the Willows entryway bridge will remain underway through 2015 - new bids were received an award is anticipated at the March 23rd Board of Commissioners Meeting.
- **Cell Towers in Township Parks:** Evaluation is currently underway for cellular towers in Township Parks – parks include Fenimore Woods, the Willows, and Ithan Valley Park; the Parks & Recreation Board reviewed presentations by the proposed cell tower companies in a special meeting in September 2014; a recommendation has been made in support of cell towers by the Parks & Recreation Board (with qualifiers) to the Board of Commissioners; it is anticipated that BOC will discuss the topic of cell towers at the March 23rd Meeting.
- **Encke Park:** We are working with members of Radnor Wayne Little League on park improvements that will include a combination comfort station/concession stand, repairs to driveway access off of Iven Avenue and potential electronic scoreboards and ball field conversion

completion – we anticipate having more details in March; a rain garden project is also being coordinated for the site near the streambank and parking area (see February 23rd BOC Meeting presentation by Dan Meier of the EAC); additional parking is also being planned for the Township Building/Encke Park complex along with resurfacing and improvements to Radnor Skatepark.

- **Radnor Skatepark Improvements:** Continued working with Skatewave representative/local skaters to review changes/improvements to Radnor Skatepark; input and ideas have been incorporated into plan; upcoming changes/improvements will be funded by the park improvement funding that was received as part of the Township Building cell tower contract renegotiation.
- **Emlen Tunnell Park:** Met with RWLL softball coordinator to discuss the placement of a shed at Emlen Tunnell Park along with skinning Tunnell B field that is planned for spring.
- **Park Signage Replacement:** Approved in the 2015 Township Capital Plan, the process of replacing park signage is currently underway for Cowan, Encke, and Warren Filipone Parks and we anticipate having more details and possible renderings of the recommended signage in April.
- **Clem Macrone Park Master Planning:** A master plan was developed that reviewed the existing site and provided a conceptual plan of how the park should be developed to maximize its footprint and best serve the passive and active recreational needs of the community (presented to Parks & Recreation Board and to the Board of Commissioners in April 2014); authorization to proceed with Kimmel-Bogrette to prepare the construction/design documentation was approved at the Monday, January 12th BOC Meeting and is underway; we are evaluating whether we will be applying for the DCNR grant again this year and have met with our DCNR representative to discuss the project (last year's grant application to the DCNR C2P2 Program for \$500K was denied); the grant application that was submitted to the DCED Greenways, Trails, and Recreation Program (GTRP) for \$250K was approved with notification that \$224K has been awarded as part of this program with a required match of \$39,500; funding has been requested from the State Capital Budget Program (no notification has been given to date); \$5,000 has been received from a PECO grant application.
- **Veterans Park Planning:** (formerly St. Davids Community Park): Planning project underway to honor Veterans, educate visitors, and improve various features of the site; The Parks and Recreation Board (on March 13th) and the Board of Commissioners (on March 24th) reviewed the Conceptual Plan as presented by Simone Collins Landscape Architecture who have been engaged to develop the plan; we met with the neighbors of the park in late April to discuss and review the plan; Simone Collins has incorporated the changes to the plan that were recommended and the updates were shared with the Parks & Recreation Board the park neighbors in July; fundraising is underway by the Township Manager to fund the park changes.
- **North Wayne Park Stormwater Plan:** Development of a plan is underway and has been ongoing since 2010 to install a stormwater retention system at the site of North Wayne Park while retaining the recreational amenities of the site; public meetings took place with residents in June 2014 and at the September 22nd Board of Commissioners Meeting; the voted stormwater plan, that retains the current recreational features of the park, is currently under development.
- **Greenways & Open Space Network Plan:** The Greenways and Open Space Network Plan has been completed. The plan examines opportunities for new pedestrian and bicycle routes throughout the Township that will link open space, natural areas, parks, existing trails, schools, residential developments, places of business, regional transportation, other prominent Township destinations, and provide links to trails in adjoining municipalities. The final plan was presented and approved by the Board of Commissioners in December 2014.

Respectfully Submitted,



Tammy S. Cohen
Director of Recreation & Community Programming

RADNOR TOWNSHIP POLICE DEPARTMENT

MONTHLY REPORT



FEBRUARY 2015

**William A. Colarulo
Police Superintendent**



RADNOR TOWNSHIP POLICE DEPARTMENT

**301 IVEN AVENUE
WAYNE, PENNSYLVANIA 19087-5297
OFFICE: (610) 688-0503
FAX: (610) 688-1238**

**WILLIAM A. COLARULO
POLICE SUPERINTENDENT**

Executive Summary

February 2015

The Radnor Police Department responded to 1,605 calls for service for the month of February 2015. Radnor Officers issued 391 traffic citations for motor vehicle violations. 29 non-traffic citations were issued for various summary offenses such as Disorderly Conduct, Underage Drinking and Public Drunkenness. A total of 1,723 parking tickets were issued for expired meter violations. Radnor Police Officers made 12 misdemeanor/felony arrests during February 2015.

Radnor Township Police Department

February 2015 Accidents / Violations / Investigations / Juvenile Report

Accidents	Feb-15	YTD 2015	Feb-14	YTD 2014	YTD from 15 to 14
Accidents - Fatal	1	1	0	0	1
Accidents - Reportable- With Injuries	3	14	4	13	1
Accidents - Reportable - No Injuries	16	28	10	25	3
Accidents - Non Reportable	54	97	72	136	-39
Accidents - Hit & Run	6	8	14	26	-18
Accidents - No Report	10	16	10	18	-2
Pedestrian Accidents - With Injuries	0	0	0	0	0
Pedestrian Accidents - Fatal	0	0	0	0	0
Total Accidents	90	164	110	218	-54
Violations					
Arrests - Felony & Misdemeanor	12	29	21	37	-8
Traffic Violations	391	661	211	452	209
Non-Traffic Violations	29	61	59	115	-54
Parking Meter Violations	1723	3522	1478	3927	-405
Abandoned Vehicles	2	2	1	1	1
Total Violations	2157	4275	1770	4532	-257
Complaints					
Complaints	1185	2308	1342	2678	-370
Unlocked Businesses	2	8	4	7	1
Alarms	143	246	173	361	-115
Animal Complaints	11	23	9	34	-11
					0
Total Complaints	1341	2585	1528	3080	-495

March 16, 2015

Calls for Service - by UCR Code

Incidents Reported Between 02/01/2015 and 02/28/2015



RADNOR TOWNSHIP

Code	Description	Primary Count	Secondary UCR Count		
			Code 2	Code 3	Code 4
0410	AGGRAVATED ASSAULT	1			
0490	ASSAULT - REPORTS	1			
0511	BURGLARY-FORCED ENTRY-RESIDENCE-NIGHT	3			
0617	THEFT-\$200 & OVER-FROM BUILDINGS	5			
0619	THEFT-\$200 & OVER-ALL OTHER	1			
0629	THEFT-\$50 TO \$200-ALL OTHER	2			
0633	THEFT-UNDER \$50-RETAIL THEFT	1			
0637	THEFT - UNDER \$50 - FROM BUILDINGS	1			
0639	THEFT-UNDER \$50-ALL OTHER	2			
0643	THEFT-ATTEMPTED-RETAIL THEFT	1			
0690	THEFT - REPORTS	0	2		
0810	SIMPLE PHYSICAL ASSAULTS	1			
1100	FRAUD	2			
1130	FRAUD - ALL OTHERS (FLIM-FLAM, ETC.)	1			
1140	UNAUTHORIZED USE OF A MV	1			
1150	FRAUD - CREDIT CARDS	14			
1190	FRAUD-ALL OTHER(FLIM FLAM,CONFIDENCE	1			
1191	FRAUD - REPORTS	10			
1410	CRIMINAL MISCHIEF TO AUTOMOBILES	3			
1440	CRIMINAL MISCHIEF - ALL OTHER	1			
1832	NARCOTICS-POSSESSION-MARIJUANA,ETC.	5			
2211	LIQUOR LAW-UNDERAGE-PURCH,CONSM,POSSES	2	2	1	
2300	PUBLIC DRUNKENESS	2			
2400	DISORDERLY CONDUCT	1			
2410	HARASSMENT BY COMMUNICATION	4			
2420	DISORDERLY CONDUCT-PUBLIC PLACES	1			
2450	HARASSMENT	5			
2460	DISORDERLY CONDUCT-OBSCENE LANGUAGE	0	1		
2600	ALL OTHER CRIMES CODE VIOLATIONS	1			
2640	ALL OTHER ORDINANCE VIOLATIONS	3			
2900	JUVENILE RUNAWAYS	4			
2910	LOST/MISSING PROPERTY	2			
3200	CHECK ON WELFARE	3			
3300	CIVIL DISPUTES	5			
3310	ATTEMPTED SUICIDES	1			
3500	DISTURBANCE - DISORDERLY PERSONS	7			
3501	DISTURBANCE-COMPLAINT OF NOISE,MUSIC,ETC	4			
3520	DOMESTIC PROBLEM (NO ARREST)	14			
3620	DISTURBANCES-OTHER (FIGHTS,DISPUTES,ETC)	3			
3650	ELECTRIC COMPANY-POWER OUTAGES,ETC	1			
3700	FIRE - RESIDENTIAL	1			
3701	FIRE-COMMERCIAL	1			
3703	FIRE-ALL OTHERS	11	1		
3840	FIRES (INCLUDING ALARMS-FOUNDED/UNFOUND)	2			
3850	HAZARDOUS CONDITIONS	4	1		
3880	OPEN DOORS/WINDOWS - DISCOVERED	6			
3900	GAS LEAKS (NATURAL GAS)	4			
4000	JUVENILE PROBLEMS (NO ARREST)	2			

Calls for Service - by UCR Code

Incidents Reported Between 02/01/2015 and 02/28/2015

RADNOR TOWNSHIP



Code	Description	Primary Count	Secondary UCR Count		
			Code 2	Code 3	Code 4
4018	NON-CRIMINAL-ST. LIGHT OUT, ST. REPAIRS.	3			
4200	MISSING PERSONS(EXCEPT JUVENILES)	4			
4300	MENTAL HEALTH-EMERG.302/SUICIDE ATTEMPTS	1			
4301	MENTAL HEALTH-ALL OTHERS	3			
4400	OFFICER INJURED ON DUTY	1			
4500	OPEN DOORS/WINDOWS	2			
4506	DEATHS - SUICIDES	1			
4600	ORDINANCE VIOL.-EXCEPT BURNING/SOLICIT	11			
4650	POLICE INFORMATION	38			
4660	911 HANG UP CALL	31			
4700	ADDED PATROL-REQUEST FOR	12	2		
4701	ADDED PATROL - BUSINESS CHECKS	75			
4702	ADDED PATROL - SCHOOL CHECKS	48			
4800	SOLICITING-WITHOUT PERMIT	0	1		
4900	SUSPICIOUS PERSON	21			
4901	SUSPICIOUS CIRCUMSTANCE	32			
4902	SUSPICIOUS VEHICLES	19			
5000	TELEPHONE CALLS-HARASSING/SUSPICIOUS	5			
5008	LOST & FOUND - LOST ARTICLES	2			
5100	TRAFFIC SIGNALS-DAMAGED/NEED REPAIR	17			
5200	TRAFFIC HAZARD-POTHOLES/OBSTRUCTIONS/ICE	5			
5300	TREES DOWN AND/OR BLOCKING ROADWAY,ETC	3			
5400	VEHICLES-ABANDONED	3			
5401	VEHICLES-ASSIST MOTORIST(INCL LOCKOUTS)	19			
5402	VEHICLES-DISABLED	25			
5403	VEHICLES-MV VIOLATIONS & MVV COMPLAINTS	23			
5404	VEHICLES-PARKING COMPLAINTS	10			
5405	VEHICLES-TOWED	7			
5500	WATER MAIN BREAK/WATER CO. PROBLEMS	9			
5502	ANIMAL COMPLAINTS - BARKING DOGS	1			
5506	ANIMAL COMPLAINTS - STRAY ANIMALS	5			
5510	ANIMAL COMPLAINTS - OTHER	3			
5590	ANIMAL COMPLAINTS - REPORTS	3			
6000	ACCIDENT - FATAL	1	1		
6001	ACCIDENT - WITH INJURIES	3			
6002	ACCIDENT - NO INJURIES (REPORTABLE)	16			
6003	ACCIDENT - NON REPORTABLE	54			
6004	ACCIDENT - HIT & RUN	6			
6005	ACCIDENT - NO REPORT DONE	10			
6612	TRAFFIC RELATED - SIGNALS-SIGNS OUT	2			
7002	NOTIFICATION - COMMUNITY DEVELOPMENT	2	1		
7006	NOTIFICATION - HIGHWAY DEPT.	2	1		
7008	NOTIFICATION - SEWER DEPT.	5			
7012	NOTIFICATION - HEALTH DEPT.	1			
7014	PUBLIC SERVICE - OTHERS (OFFICER ASSIST)	2			
7090	PUBLIC SERVICES - REPORTS	2			
7504	ASSIST OTHER AGENCIES - OTHER POLICE	1			
7506	ASSISTING OTHER AGENCIES - ALL OTHERS	1			

March 16, 2015

Calls for Service - by UCR Code

Incidents Reported Between 02/01/2015 and 02/28/2015

RADNOR TOWNSHIP



Code	Description	Primary Count	Secondary UCR Count		
			Code 2	Code 3	Code 4
8000	BURG/HOLDUP/PANIC ALARM - CIT ISSUED	4			
8001	BURG/HOLDUP/PANIC ALARM - NO CITATION	95			
8002	FIRE/MEDICAL ALARM - CITATION ISSUED	1			
8003	FIRE/MEDICAL ALARM - NO CITATION	27			
8004	ANY ALARM- SEVERE WEATHER- NO CITATION	16			
9000	ANIMALS - DOG COMPLAINTS	3			
9003	ANIMALS-BITES	1			
9005	ANIMALS - ALL INVOLVING DEER	7			
9038	K-9 ASSIST	3	4		
9040	ASSIST LOWER MERION PD	5			
9041	ASSIST HAVERFORD PD	3			
9045	ASSIST TREDYFFRIN PD	2			
9050	ASSIST SICK/INJURED	98	2		
9051	ASSIST AMBULANCE	34	1		
9055	ASSIST SICK/INJURED ALCOHOL/DRUG RELATED	5			
9966	SELECTIVE ENFORCEMENT-CITATION ISSUED	122	1		
9968	SELECTIVE ENFORCEMENT-WARNING ISSUED	13			
9970	SELECTIVE ENFORCEMENT-NO ISSUANCE	45			
9972	MOTOR OFFICER ACTIVITY	0	5		
CITN	NON-TRAFFIC CITATION	29			
CITT	TRAFFIC CITATION	391			
	Total Calls	1,605			

Radnor Township Police Department
February 2015 Property Stolen Recovered Report

Type of Property	Feb-15 Stolen	2015 YTD Stolen	Feb-15 Recovered	2015 Y-T-D Recovered
Currency, Notes, Stocks Etc.	\$2,516.00	\$3,695.00	\$0.00	\$0.00
Clothing & Furs	\$4,338.00	\$10,128.00	\$0.00	\$60.00
Locally Stolen Motor Vehicles	\$0.00	\$500.00	\$0.00	\$0.00
Office Equipment	\$4,555.00	\$11,845.00	\$0.00	\$1,300.00
Televisions, Radios, Cameras	\$485.00	\$1,325.00	\$0.00	\$0.00
Firearms	\$0.00	\$0.00	\$160.00	\$160.00
Household Goods	\$260.00	\$4,775.00	\$0.00	\$895.00
Consumable Goods	\$6.00	\$326.00	\$0.00	\$0.00
Jewelery & Precious Metals	\$0.00	\$24,237.00	\$0.00	\$0.00
Livestock	\$0.00	\$0.00	\$0.00	\$0.00
Miscellaneous	\$2,220.00	\$3,300.00	\$300.00	\$300.00
Total Property Value	\$14,380.00	\$60,131.00	\$460.00	\$2,715.00

Radnor Township Police Department
February 2015 Burglary Report

<i>Time of Day</i>	Res-Forced	Res-No Force	Res-Attempt	Non Res-Forced	Non Res-No Force	Non Res-Attempt
Day (6 AM to 6 PM)	0	0	0	0	0	0
Night (6 PM to 6 AM)	3	0	0	0	0	0
Time Unknown	0	0	0	0	0	0
Total Burgs - 2/15	3	0	0	0	0	0
Total Burgs - YTD	5	0	1	0	0	0
Burglaries by Area						
Patrol Area	District	Burgs 2/15	Burgs YTD 15			
Northeast Beat	0	0	0			
Northwest Beat	0	0	2			
Southwest Beat	0	3	3			
Southeast Beat	0	0	1			
Villanova University	0	0	0			
Total Burglaries	0	3	6			

Radnor Township Police Department
February 2015 Crime Report

CLASS 1 Offenses							
Offense	Inc 2/15	Inc YTD 15	Clr'd 2/15	Clr'd YTD 15	Inc YTD 14	Clr'd YTD 14	Inc YTD 15 to 14
Criminal Homicide	0	0	0	0	1	0	-1
Forcible Rape	0	0	0	0	0	0	0
Robbery	0	0	0	0	0	0	0
Assault	2	4	0	1	3	8	1
Burglary	3	6	0	0	9	1	-3
Larceny	13	32	1	5	31	3	1
Auto Theft	0	0	0	0	1	0	-1
Arson	0	0	0	0	0	0	0
Total Class 1 Off.	18	42	1	6	45	12	-3
CLASS 2 Offenses							
Vandalism	4	11	0	0	9	3	2
Illegal Drugs	5	17	9	12	8	6	9
DUI	0	7	5	9	18	10	-11
Disorderly Conduct	11	15	1	2	16	3	-1
Fraud Related	29	44	0	0	20	0	24
Underage Drinking	2	4	2	3	11	7	-7
All Other Class 2	4	13	5	7	26	7	-13
Total Class 2 Off.	55	111	22	33	108	36	3
Grand Total	73	153	23	39	153	48	0

Radnor Township
Public Works Department
Monthly Report for February 2015

Building Maintenance *1 man*

Maintains & cleans facilities including trash and recycling removal – Administration and Police Building, Public Works Buildings, Radnor Activity Center, and Willows Mansion (as needed)

Fleet *3 men*

Serviced and maintained 112 pieces of equipment and vehicles

Highway *12 men*

- Attended All Staff meetings
- Installed new traffic signs
- Replaced bulbs as needed on traffic signals
- Ran the Tub Grinder at Skunk Hollow
- Installed speed boards for police dept.
- Cleaned inlets throughout the Township
- Delivered Barricades for various events
- Assisted Refuse Department
- Assisted Sewer Department
- 150 storm drains cleaned
- 75 pot holes filled
- Repaired meters for parking authority
- Numerous salting and plowing events
- Ordered road salt as needed
- Turned compost piles at Skunk Hollow
- Replaced and repaired signs as needed
- Called Higgins Electric for Traffic Signal Concerns
- Cleaned Storm Sewer Lines with the Sewer Department
- Moved Speed Boxes for Police Department
- Cleaned business district
- Cleared snow from inlets for drainage purposes
- Called in water main breaks
- Marked out W. Beechtreee for new sign installation
- Installed crosswalk signs on S. Devon at Moscia Ln.
- Called Higgins for school flasher timing issues
- Assisted with trash and recycling
- Called in to clean up after water heater breakdown at the Twp bldg.

Parks *13 men*

- Attended all staff meetings
- Cleaned all Park Restrooms, 3 times per week
- Picked up trash at parks and bike trail, 3 times per week
- Checked the Radnor Bike Trail after all storms
- Repaired small equipment
- Serviced all mowers and tractors
- Washed all Vehicles
- Repaired all fences in the parks
- Checked all park playground equipment
- Raised low limbs on trees in parks
- Cleaned garages
- Cleaned Public Works Buildings & bathrooms
- Cleared all wood lines in parks
- Cleared 2 trees from waterway
- Removed 5 trees in township right of way
- Pruned 12 trees in right of way
- Removed 6 trees in parks
- Cleared all fences of debris
- Assist trash department – Monday and Tuesday
- Removed 1 fallen trees from roads at night
- Repaired swings at tot-lots
- Set up and cleaned up after all Recreation Dept. events
- Assisted Highway Dept with salting & plowing of roads
- Shoveled and salted all Township sidewalks

Sewer *3 men*

- Pumping Stations (5) check and maintain 5 times per week – 100 times per month
- PA One Call markouts – 175 for the month of February
- Repaired 2 manholes
- Generators (4) - check and maintain 5 times per week – 80 times per month
- Jet Truck – cleaned 2,820 feet of sewer and storm lines
- Located 1 buried manholes

- Fueled generators at pumping stations
- 17 stoppages for the month of February
- Cleaned 12 manholes
- Cameraed sewer lines
- Washed all vehicles

- Repaired 2 pumping stations
- Assist trash department Monday and Tuesday
- Cleaned garages
- Assisted highway department with salting and plowing of roads

Solid Waste *20 full time and 1 part time men*

- Solid Waste and Recycling collections -7,500 collections 2 times per week
- 54 Open truck collections
- Picked up paint at 38 residences as needed

- Curbside Yard Waste Collection – Every Wednesday
- Cleaned road side on State Roads
- Assisted highway department with salting and plowing of roads

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 February 18, 2015 and was attended by Commissioner Jim Higgins; Stephen F. Norcini, Director of Public Works; Lieutenant Chris Flanagan; Officers Raymond Matus, Mark Stiansen, and Alex Janoski, Highway Patrol; William Gallagher, Supervisor of Parking; Vera DiMaio, Administrative Assistant.

RE: STAFF TRAFFIC COMMITTEE MEETING HELD IN THE POLICE ROLL CALL ROOM, WEDNESDAY, FEBRUARY 18, 2015, 10:00 AM.

NEW BUSINESS:

1. Michael Falvey has several traffic safety concerns on West Beechtree Lane.

Staff Traffic conducted a 3-year study at this location. There were 5 crashes in the past 3 years at the intersection of Eagle Road and West Beechtree Lane. This intersection does not meet Penn Dot criteria for a 4-way stop sign. Public Works Director, Steve Norcini, proposes steps to be taken in the near future. He proposes a stop sign warrant analysis to be conducted by Gilmore and Associates, which would need to be approved by the Board of Commissioners; chevrons, no parking signs, no parking here to corner signs, curve sign, paint double yellow center line on curve and foliage trimming by residents for immediate action. Michael Falvey was given a petition for turning West Beechtree Lane into a one-way street, eastbound, from Eagle Road to the entrance to Eagle Crossing.

2. Commissioner Higgins reports an unsafe road condition on St. Davids Road at Darby Paoli Road.

Public Works director, Steve Norcini, will address Penn Dot regarding this matter.

3. Michael Wilson requests permission to hold the Annual Eastern University 5K on April 18, 2015.

Staff Traffic approves the 3rd Annual Eastern University 5K on April 18, 2015 at 0830 hours. An extra duty police officer will be required for this event. All necessary paperwork has been submitted.

4. Heather Godley requests permission to hold the Academy of Notre Dame 5K on April 25, 2015.

Staff Traffic approves the Academy of Notre Dame 5K (Sunflower Run) on April 25, 2015 beginning at 9 AM (after Mass). Two extra duty police officers will be required for this event. The fire company will be notified by the petitioners. All necessary paperwork was submitted. One lane on Godfrey Road will be closed during this event. Traffic will be controlled by Radnor Police Department.

OLD BUSINESS:

1. Review of Pine Tree Road traffic calming.

Staff Traffic recommends that 4 speed humps be placed at this location. Two will be placed on Pine Tree Road between King of Prussia Road and Cricket Lane and the other two humps between Rock Rose Lane and Spruce Tree Lane. Eight speed humps were recommended by Gilmore and Associates. Gilmore and Associates recommended three different plans for traffic calming; however, Staff Traffic suggests that we start with 4 at the area where speed is a concern. A petition from the neighbors at this location was received by Staff Traffic and met all the requirements. Lieutenant Flanagan stated that the Radnor Fire Company is not in support of installing any more speed humps in Radnor Township, which would affect response time and for wear and tear on the fire truck.

2. Safety evaluation of intersection of Arbordale Road and Oakford Road.

Staff Traffic stated at a previous meeting that there is no crash history for the past 3 years. The intersection does not meet Penn Dot requirements for a multi way stop sign. Staff Traffic recommended no parking here to corner signs be posted to enhance sight distance at intersection for motorists and pedestrians. Evaluation will be done during spring time activities at Filipone Park.

RESOLUTION NO. 2015-11

**A RESOLUTION OF RADNOR TOWNSHIP, DELAWARE
COUNTY, PENNSYLVANIA, AWARDING CONTRACT #B-
15-001A, WILLOWS BRIDGE REPLACEMENT
CONTRACT**

WHEREAS, the timber bridge at the Willows is no longer able to accommodate vehicular and pedestrian traffic and is in need of replacement

WHEREAS, sealed bids were solicited, and subsequently received, on Penn BID e-bidding system

WHEREAS, said sealed bids were opened and read aloud publicly, in accordance with Radnor Township requirements

WHEREAS, Out of Site Infrastructure provided the lowest qualified bid in the amount of \$536,820

NOW, THEREFORE, be it **RESOLVED** by the Board of Commissioners of Radnor Township does hereby Award the Willows Bridge Replacement Contract to Out of Site Infrastructure in the amount of \$536,820.

SO RESOLVED this 23rd day of March, A.D., 2015

RADNOR TOWNSHIP

By: _____
Name: William A. Spingler
Title: President

ATTEST: _____
Robert A. Zienkowski
Manager/Secretary

Radnor Township
PROPOSED LEGISLATION

DATE: March 17, 2015
TO: Radnor Township Board of Commissioners
CC: Robert A. Zienkowski, Township Manager
FROM: Stephen F. Norcini, P.E., Director of Public Works *SFN*
LEGISLATION: Resolution #2015-11, Award of the Willows Bridge Replacement Contract

LEGISLATIVE HISTORY: The Board of Commissioners previously authorized Gannett Fleming, Incorporated to provide professional design services and bidding documents for the Willows Timber Bridge Replacement. The bridge was bid, but the contract was not let due to irregularities in the bids received. The Board of Commissioners authorized the re-bidding of the project, which is what you have before you.

PURPOSE AND EXPLANATION: Sealed bids for this project were received for this project on Penn BID, opened and read aloud in accordance with Township requirements. The bid tabulation is below, with Out of Site Infrastructure the lowest qualified bidder at \$536,820.

Out of Site Infrastructure	Donato Spaventa & Sons, Inc.	Land Tech Enterprises	Fidelity Contracting LLC
\$536,820.00	\$654,438.00	\$787,000.00	\$815,000.00

IMPLEMENTATION SCHEDULE: 1.) Authorization by Board of Commissioners 2.) Notice of Award Sent 3.) Upon receipt of bonds and insurance certificates, a Notice to Proceed will be sent 4.) Contractor begins submittal process and subsequently starts construction. The construction schedule will be impacted by State requirements, with a tentative completion date of late August. *(LITTLE DARBY CREEK, A COLD WATER FISHERY (CWF) AND MIGRATORY FISHES (MF) WATERWAY ACCORDING TO CHAPTER 93 (WATER QUALITY STANDARDS) OF 25 PENNSYLVANIA CODE. LITTLE DARBY CREEK IS AN APPROVED TROUT STOCKED STREAM AND AMERICAN EEL HABITAT PER THE PENNSYLVANIA FISH AND BOAT COMMISSION. NO IN STREAM CONSTRUCTION CAN OCCUR FROM MARCH 1ST THROUGH JUNE 15TH. NO FULL WIDTH STREAM DAMMING/PUMPING IS PERMITTED BETWEEN SEPTEMBER 1 AND OCTOBER 31.)*

FISCAL IMPACT: Funding for this project, \$536,820, is provided in Fund 18, 450-48802

RECOMMENDED ACTION: *I respectfully request the Board of Commissioners Award the Willows Bridge Replacement Contract to Out of Site Infrastructure in the amount of \$536,820.*

MOVEMENT OF LEGISLATION: It is being requested that the Board approve the legislation for this project to provide for safe vehicular passage in the Willows Park.

Radnor Township
PROPOSED LEGISLATION

DATE: March 17, 2015

TO: Radnor Township Board of Commissioners

CC: Robert A. Zienkowski, Township Manager

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

LEGISLATION: Authorization to Receive Bids for the Installation of a Traffic Signal at Radnor Chester and Raider Roads

LEGISLATIVE HISTORY: The Board of Commissioners previously authorized Amy Kaminski, PE, PTOE, of Gilmore and Associates, the Township's appointed traffic engineer to provide engineering services for the design of a traffic signal at the intersection of Radnor Chester and Raider Roads.

PURPOSE AND EXPLANATION: The Township has long considered the installation of a traffic signal at this intersection. During the Land Development process for Brandywine Realty Trust's 200 Radnor Chester Road project, it was determined that for pedestrian and vehicular traffic safety, a traffic signal with pedestrian crosswalks would be prudent. Brandywine Realty Trust provided \$100,000 towards this endeavor as part of the Land Development agreement. This project actually is being completed by three entities; the Radnor Township School District, Radnor Township, and 240 Radnor Chester Road (Sheldon Gross). The Township is paying solely for the design and installation of the traffic signal (mast arms -see Resolution #2015-41, poles, controller, vehicle detection, etc.). The Radnor Township School District and 240 Radnor Chester Road (Sheldon Gross) are funding the ADA curb ramps, sidewalks, curbing, etc. The estimated cost of the Township's portion of the intersection is \$200,000, less the poles and mast arms purchased separately (Resolution #2015-41), for a net cost of \$155,000.

IMPLEMENTATION SCHEDULE: 1.) Authorization by Board of Commissioners 2.) Notice of Award Sent 3.) Upon receipt of bonds and insurance certificates, a Notice to Proceed will be sent 4.) Contractor begins submittal process and subsequently starts construction. The intent is to complete the project in conjunction with the School District, by the start of the 2015-2016 school year.

FISCAL IMPACT: Funding for this project, \$155,000 (net the mast arms and poles) is from the Township's Capital Traffic Signal Account, as approved in the 2015 Radnor Township Budget.

RECOMMENDED ACTION: *I respectfully request the Board of Commissioners provide Authorization to Receive Bids for the Installation of a Traffic Signal at Radnor Chester and Raider Roads*

MOVEMENT OF LEGISLATION: It is being requested that the Board approve the legislation for this project to provide for safe vehicular passage in the Willows Park.

RESOLUTION NO. 2015-41

**A RESOLUTION OF RADNOR TOWNSHIP, DELAWARE
COUNTY, PENNSYLVANIA, AUTHORIZING THE
PURCHASE OF POLES AND MAST ARMS, VIA COSTARS,
FOR POLES AND MAST ARMS FOR THE RADNOR
CHESTER AND RAIDER ROAD TRAFFIC SIGNAL
INSTALLATION PROJECT**

WHEREAS, the engineering department has requested to receive bids for the installation of a traffic signal at Radnor Chester and Raider Roads

WHEREAS, the purchase of poles and mast arms would be prudent to keep the project on schedule due to the back log of orders

WHEREAS, the estimated purchase price of these items through Costars is \$45,000

NOW, THEREFORE, be it *RESOLVED* by the Board of Commissioners of Radnor Township does hereby authorize the purchase of poles and mast arms, via Costars, for poles and mast arms for the Radnor Chester and Raider Road traffic signal installation project, in the amount of \$45,000

SO RESOLVED this 23rd day of March, AD, 2015

RADNOR TOWNSHIP

By: _____

Name: William A. Spingler
Title: President

ATTEST: _____

Robert A. Zienkowski
Manager/Secretary

Radnor Township
PROPOSED LEGISLATION

DATE: March 17, 2015

TO: Radnor Township Board of Commissioners

CC: Robert A. Zienkowski, Township Manager

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

LEGISLATION: Resolution #2015-41 Authorization to Purchase Poles and Mast Arms, via Costars, for the Radnor Chester and Raider Road Traffic Signal Installation.

LEGISLATIVE HISTORY: The Board of Commissioners previously authorized Amy Kaminski, PE, PTOE, of Gilmore and Associates, the Township's appointed traffic engineer to provide engineering services for the design of a traffic signal at the intersection of Radnor Chester and Raider Roads, and Authorization to Receive Bids for this project is before you tonight.

PURPOSE AND EXPLANATION: The Board has before them an Authorization to Receive Bids for the Radnor Chester and Raider Roads Traffic Signal. The poles and mast arms needed for this intersection are backordered up to 16 weeks. In order to keep the project on schedule to be completed by the end of the summer for Radnor Senior High School's start to the new school year, we wish to order these items prior to the bidding. The contractor will supply all necessary labor, material, and equipment, except for the poles and mast arms. The estimated cost, through Costars, for the purchase of the six poles/mast arms is \$45,000.

IMPLEMENTATION SCHEDULE: 1.) Authorization by Board of Commissioners 2.) Purchase order processed 3.) Poles and Mast Arms Ordered

FISCAL IMPACT: Funding for this purchase, \$45,000, is from the Township's Traffic Signal Capital Account, as approved in the 2015 Radnor Township Budget.

RECOMMENDED ACTION: *I respectfully request the Board of Commissioners provide Authorization to Purchase Poles and Mast Arms, via Costars, for the Radnor Chester and Raider Road Traffic Signal Installation*

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

RESOLUTION NO. 2015-42

**A RESOLUTION OF RADNOR TOWNSHIP, DELAWARE
COUNTY, PENNSYLVANIA, AUTHORIZING THE
PURCHASE OF GRASS SEED**

WHEREAS, the Public Works Department annually places grass seed on the Township's athletic fields

WHEREAS, the Public Works Department wishes to purchase 130 bags of grass seed for the aforementioned task from Shemins Nurseries in the amount of \$9,880

NOW, THEREFORE, be it *RESOLVED* by the Board of Commissioners of Radnor Township does hereby authorize the purchase of grass seed from Shemins Nurseries in the amount of \$9,880.

SO RESOLVED this 23rd day of March, AD, 2015

RADNOR TOWNSHIP

By:

Name: William A. Spingler
Title: President

ATTEST:

Robert A. Zienkowski
Manager/Secretary

Radnor Township
PROPOSED LEGISLATION

DATE: March 18, 2015
TO: Radnor Township Board of Commissioners
FROM: Stephen F. Norcini, P.E, Director of Public Works 
CC: Robert A. Zienkowski, Township Manager
LEGISLATION: Resolution 2015-42: Purchase of Grass Seed

LEGISLATIVE HISTORY: The purchase of grass seed is brought before the Board of Commissioners annually.

PURPOSE AND EXPLANATION: The Public Works Department annually applies seed to the Township's athletic fields, each spring and fall. The Department wishes to purchase grass seed from Shemin's Nurseries the following for the spring application. The cost of 130 (50#) bags at \$76/bag is \$9,880.

IMPLEMENTATION SCHEDULE: Upon Board of Commissioners approval, the seed and fertilizer will be purchased and used immediately.

FISCAL IMPACT: Funding for the seed is in account 01-451-4250.

RECOMMENDED ACTION: *I respectfully request that the Board of Commissioners authorize the purchase of seed and fertilizer from Shemins Nurseries in the amount of \$9,880.*

MOVEMENT OF LEGISLATION: It is being requested that the Board of Commissioners approve the legislation for the purchase of seed and fertilizer.

**RESOLUTION NO. 2015-43
RADNOR TOWNSHIP**

**A RESOLUTION OF RADNOR TOWNSHIP, DELAWARE COUNTY,
PENNSYLVANIA. AUTHORIZING THE TOWNSHIP TO ENTER INTO AN
AGREEMENT WITH MAIN LINE BASEBALL ACADEMY FOR SUMMER
BASEBALL CAMPS.**

WHEREAS, the Radnor Township Recreation & Community Programming Department offers various programming to improve the quality of life throughout the year; and

WHEREAS, in many cases, the Township contracts with outside organizations and individuals who then run the program; and

WHEREAS, the Home Rule Charter Chapter 7.11(D) requires that any contract in excess of \$7,500 be formally approved by the Board of Commissioners; and

WHEREAS, the Township anticipates that the summer baseball camps will result in a contractual payment to Main Line Baseball Academy that will exceed the \$7,500 threshold stipulated by the Home Rule Charter and therefore will require Board approval; and

WHEREAS, the Township collects fee based revenue from program participants that are aligned to cover the full cost of the proposed contract included in this Resolution.

NOW, THEREFORE, it is hereby **RESOLVED** that the Board of Commissioners of Radnor Township hereby authorizes the Township to enter into an agreement with Main Line Baseball Academy for their portion of the proceeds of the summer baseball camps that is estimated to be \$10,000.00.

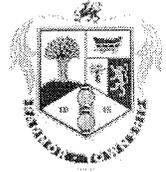
SO RESOLVED, at a duly convened meeting of the Board of Commissioners of Radnor Township conducted on this 23rd day of March, 2015.

RADNOR TOWNSHIP

By: _____
Name: William A. Spingler
Title: President

ATTEST: _____
Name: Robert A. Zienkowski
Title: Township Manager/Secretary

Radnor Township



PROPOSED LEGISLATION

DATE: March 17, 2015

TO: Board of Commissioners

FROM: Tammy Cohen, Director of Recreation & Community Programming

A small, handwritten signature or initials in the right margin.

LEGISLATION: Resolution 2015-43 authorizing the Township to enter into an agreement with Main Line Baseball Academy for their portion of the proceeds generated through the summer baseball camps.

LEGISLATIVE HISTORY: This is a one-time resolution that is specific to the summer baseball camps. Since the program enrollment is anticipated to be high enough to cause Main Line Baseball Academy's portion to exceed \$7,500, the Charter requires that the Board formally approve the agreement.

PURPOSE AND EXPLANATION: The Recreation & Community Programming Department would like to work with Main Line Baseball Academy to run the summer baseball camps. It is anticipated that the enrollment for the summer baseball camps will be high enough to cause Main Line Baseball Academy's portion of the proceeds to exceed \$7,500. The purpose for the resolution is to satisfy the Charter requirement that any contract that exceeds \$7,500 must be formally approved by the Board of Commissioners.

FISCAL IMPACT: The impact of the summer baseball camps is that it is anticipated that the Township will generate 30% of the total programming sales (plus 100% of the non-resident fees) and that 70% of the proceeds is contractually owed to Main Line Baseball Academy. The Township collects fee-based revenue from program participants that are aligned to cover the full cost of the proposed contract included in this resolution. The anticipated cost for the summer baseball camps with Main Line Baseball Academy has been budgeted under the *Recreation Programming – Programs* area of the Township 2015 Budget under *Contractual Services*.

RECOMMENDED ACTION: The Administration respectfully recommends that the Board adopt this resolution at the March 23rd, 2015 Board of Commissioner's Meeting.

**RESOLUTION NO. 2015-44
RADNOR TOWNSHIP**

**A RESOLUTION OF RADNOR TOWNSHIP, DELAWARE COUNTY,
PENNSYLVANIA, AUTHORIZING THE TOWNSHIP TO ENTER INTO AN
AGREEMENT WITH ASHLEE BAILEY FOR SUMMER FIELD HOCKEY
CAMPS.**

WHEREAS, the Radnor Township Parks & Recreation Department offers various programming to improve the quality of life throughout the year; and

WHEREAS, in many cases, the Township contracts with outside organizations who then run the program; and

WHEREAS, the Home Rule Charter Chapter 7.11(D) requires that any contract in excess of \$7,500 be formally approved by the Board of Commissioners; and

WHEREAS, the Township anticipates that the summer field hockey camps will result in a contractual payment to Ashlee Bailey that will exceed the \$7,500 threshold stipulated by the Home Rule Charter and therefore will require Board approval.

NOW, THEREFORE, it is hereby **RESOLVED** that the Board of Commissioners of Radnor Township hereby authorizes the Township to enter into an agreement with Ashlee Bailey for her portion of the proceeds of the summer field hockey camps that are estimated to be \$8,000.00.

SO RESOLVED, at a duly convened meeting of the Board of Commissioners of Radnor Township conducted on this 23rd day of March, 2015.

RADNOR TOWNSHIP

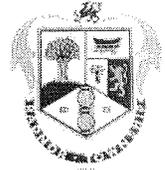
By: _____

Name: William A. Spingler
Title: President

ATTEST: _____

Name: Robert A. Zienkowski
Title: Township Manager/Secretary

Radnor Township



PROPOSED LEGISLATION

DATE: March 17, 2015

TO: Board of Commissioners

FROM: Tammy Cohen, Director of Recreation & Community Programming

A handwritten signature in blue ink, appearing to be 'TC' or similar initials.

LEGISLATION: Resolution 2015-44 authorizing the Township to enter into an agreement with Ashlee Bailey for her portion of the proceeds generated through the summer field hockey camps.

LEGISLATIVE HISTORY: This is a one-time resolution that is specific to the summer field hockey camps. Since the program enrollment is anticipated to be high enough to cause Ashlee Bailey's portion to exceed \$7,500, the Charter requires that the Board formally approves the agreement.

PURPOSE AND EXPLANATION: The Recreation & Community Programming Department would like to work with Ashlee Bailey to run summer field hockey camps. It is anticipated that the enrollment for the summer field hockey camps will be high enough to cause Ashlee Bailey's portion of the proceeds to exceed \$7,500. The purpose for the resolution is to satisfy the Charter requirement that any contract that exceeds \$7,500 must be formally approved by the Board of Commissioners.

FISCAL IMPACT: The impact of the summer field hockey camps is that it is anticipated that the Township will generate 30% of the total programming sales (plus 100% of the non-resident fees) and that 70% of the total programming sales is contractually owed to Ashley Bailey. The Township collects fee-based revenue from program participants that are aligned to cover the full cost of the proposed contract included in this resolution. The anticipated cost for the summer field hockey camps with Ashley Bailey has been budgeted under the *Recreation Programming – Programs* area of the Township 2015 Budget under *Contractual Services*.

RECOMMENDED ACTION: The Administration respectfully recommends that the Board adopt this resolution at the March 23rd, 2015 Board of Commissioner meeting.

**RESOLUTION 2015-45
RADNOR TOWNSHIP**

**A RESOLUTION OF RADNOR TOWNSHIP, DELAWARE COUNTY,
PENNSYLVANIA, AUTHORIZING APPROVAL FOR THE PURCHASE OF
SKATEPARK EQUIPMENT AND REMOVAL/INSTALLATION FOR THE
RADNOR SKATEPARK IMPROVEMENT PROJECT.**

WHEREAS, Radnor Township strives to maintain and improve its parks and recreational facilities at the highest standard for a positive impact to the quality of life for its residents; and

WHEREAS, Radnor Township desires to improve and replace structures within Radnor Skatepark and has been working relative to this project over the last 18 months; and

WHEREAS, Radnor Township has designated funding from the Radnor Township Building cell tower negotiation that was identified specific to park improvements; and

WHEREAS, The Radnor Township Parks & Recreation Board has reviewed and recommended this project with a unanimous 6-0 vote at their March 2015 meeting; and

WHEREAS, the proposed project includes skatepark equipment and removal/installation and this resolution reflects the portion of the project specific to the Radnor skatepark equipment and removal/installation; and

WHEREAS, the Board of Commissioners desires to approve the proposed contract for purchase from the Pennsylvania State Purchasing Contract (COSTARS) in accordance with the Home Rule Charter of Radnor Township.

NOW THEREFORE, BE IT RESOLVED that the Board of Commissioners of Radnor Township does hereby approve the purchase of skatepark equipment and removal/installation for the Radnor Skatepark Improvement Project from General Recreation, Inc. through the Pennsylvania State Contract COSTARS as outlined below:

Vendor: General Recreation, Inc. - Vendor #122659
Contract #: Costars – 14 Recreational & Fitness Equipment
Amount: Total Cost Equipment and Removal/Installation: \$67,850.00
(In accordance with the attached proposal and documentation)

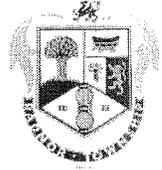
SO RESOLVED this 23rd day of March, 2015.

RADNOR TOWNSHIP

By: _____
Name: William A. Spingler
Title: President

ATTEST: _____
Name: Robert A. Zienkowski
Title: Township Manager/Secretary

Radnor Township



PROPOSED LEGISLATION

DATE: March 17, 2015

TO: Board of Commissioners

FROM: Tammy Cohen, Recreation & Community Programming Director

TC

LEGISLATION: Resolution #2015-45 Authorizing Approval for the Purchase of Skatepark Equipment and Removal/Installation for the Radnor Skatepark Improvement Project.

LEGISLATIVE HISTORY: This is the first legislative action on this topic.

PURPOSE AND EXPLANATION: Request is being made to authorize the approval for the purchase of skatepark equipment (in accordance with the attached proposal and documentation) and removal/installation for the proposed Radnor Skatepark Improvement Project from General Recreation, Inc. through the Pennsylvania State Purchasing Contract (COSTARS). This project will entail corrections to various structures that require replacement and are missing; will provide replacement structures to those that have been deemed undesirable and unsafe to a younger/beginner population of skaters who wish to use the park; and will provide an additional structure to the park that will enable a balance to the skating flow and safety where currently no structure or balance exists. The Radnor Skatepark Improvement Project will continue to provide a highly utilized, safe, and accessible asset for the community in a key location of Radnor Township. It will continue to promote healthy, active lifestyles for users who frequently visit Radnor Skatepark and utilize it as a highly regarded recreational amenity in Radnor Township.

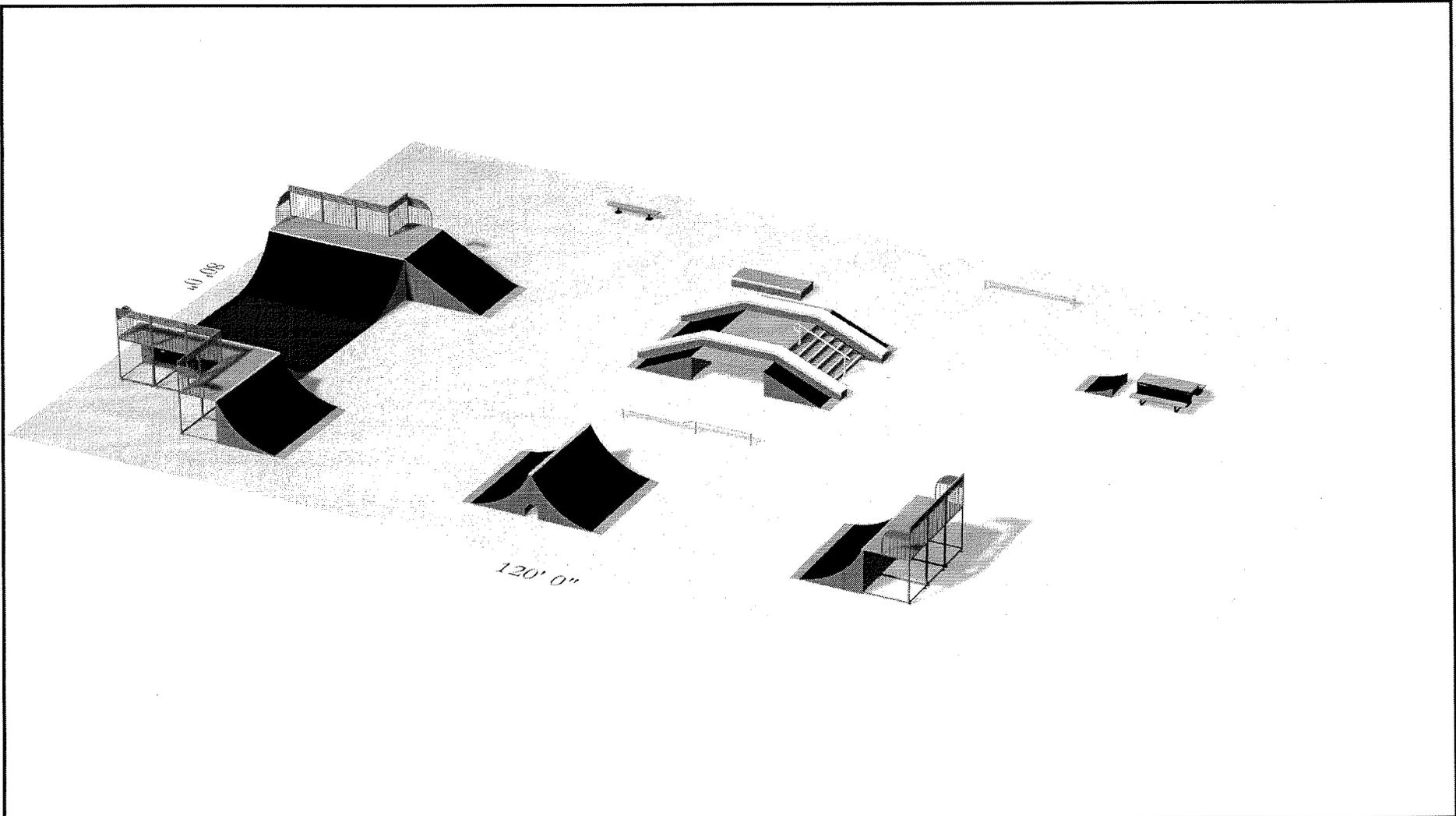
IMPLEMENTATION SCHEDULE: Upon approval of Resolution 2015-45, the project schedule will run parallel to or as close to the completion of the Radnor Township Building Parking Lot Expansion Project that includes resurfacing to Radnor Skatepark. It will also be contingent upon the delivery time for the skatepark equipment.

FISCAL IMPACT: The cost of the Radnor Skatepark Improvement relative to this resolution has received designated funding from the Radnor Township building cell tower negotiation, where funds have been identified specific to park improvements. Costs relative to this resolution are as follows:

Vendor: General Recreation, Inc. - Vendor #122659
Contract #: Costars – 14 Recreational & Fitness Equipment
Amount: Total Cost Equipment and Removal/Installation: \$67,850.00
(In accordance with the attached proposal and documentation)

RECOMMENDED ACTION: I would like to respectfully request that the Board to approve Resolution #2015-45 authorizing approval of the purchase of skatepark equipment and removal/installation for the proposed Radnor Skatepark Improvement Project from General Recreation, Inc. in the amount of \$67,850.00.

RADNOR SKATEPARK - EXISTING PLAN



**RADNOR TOWNSHIP SKATE PARK
WAYNE, PENNSYLVANIA**

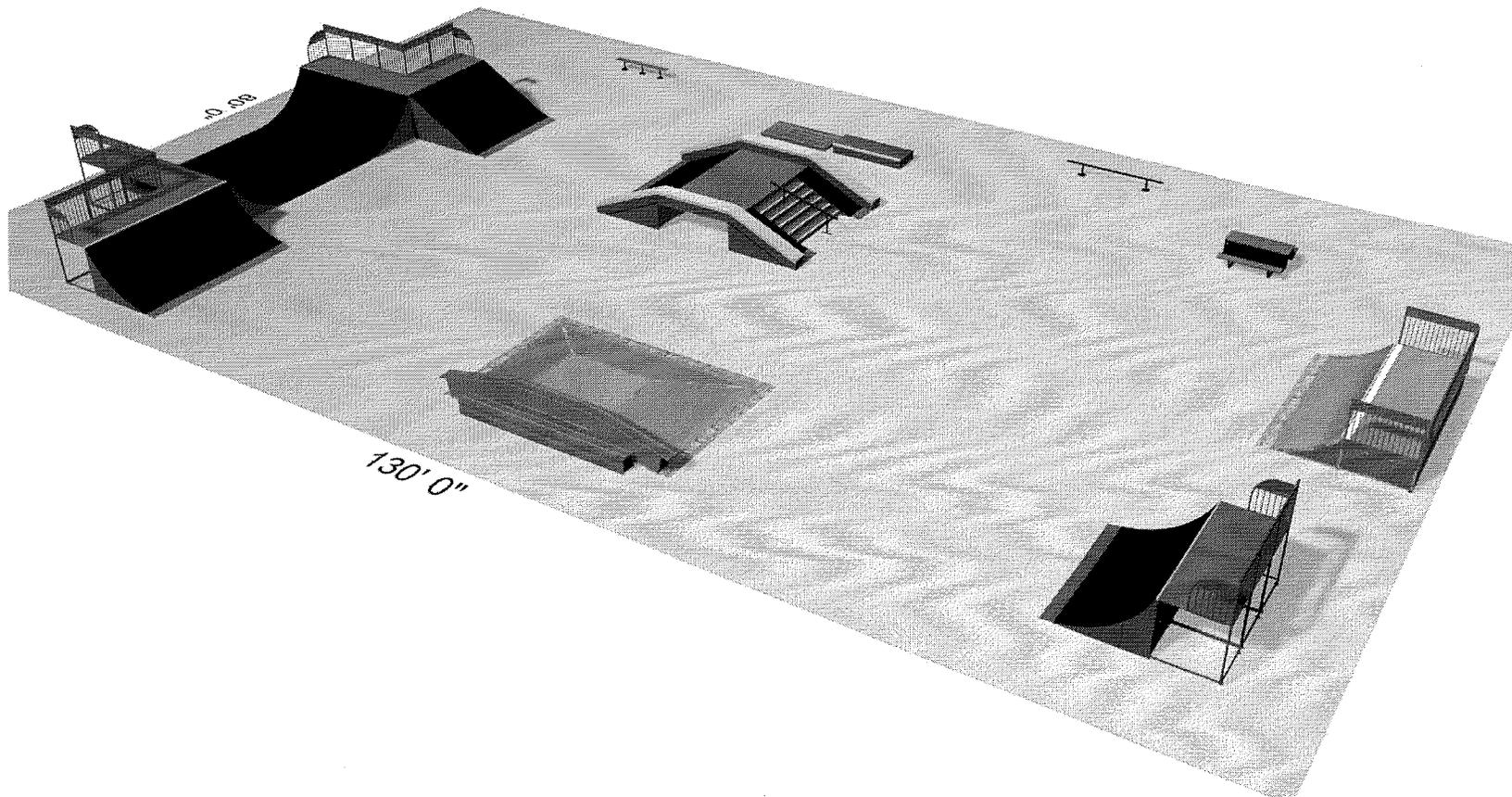
12/14/2003

SW2_171_5147

General Recreation, Inc.

1-800-726-4298

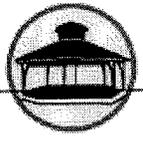
PROPOSED IMPROVEMENTS



Radnor Skate Park

SW3_171_79804-1-3 3/17/2015





GENERAL RECREATION, INC.

FROM CONCEPT THROUGH COMPLETION, WE DELIVER QUALITY

March 12, 2015

Proposal for: Radnor Township
301 Iven Ave
Wayne PA 19087

Re: Radnor Skate Park, Phase 2

Removal/Installation Services		
	Removal of existing equipment: Includes the manufacturer certified breakdown and proper transport of existing equipment to a Township selected area on site.	\$7,100.00
	Reinstallation and Installation of New Equipment listed below per Manufacturer Specifications	\$7,100.00
Qty	Equipment	
1	Obstacle # 1 - 148394-00-000 3-SIDED PYRAMID 8X8	\$23,760.00
1	Obstacle #2 - 149209-00-000 2FT LEDGE UP/ACROSS/DOWN	\$3,990.00
1	Obstacle #3 - 145889-00-000 STR ROUND GRIND RAIL	\$560.00
1	Obstacle #4 - 146668-00-000 STREET LEDGE 17x19xX16	\$2,480.00
1	Obstacle #5 - CL172669 - 2.0 railing for 3ft stairs to match hubba ledge angle (2015) - 139773 ref.	\$725.00
1	Obstacle #6 - 148240 QUARTER PIPE 3X16, 48" square decks	\$17,870.00
1	Obstacle #7 - 146023-00-0000 STREET GRINDBOX 6x48x96	\$1,370.00
4	Recycled Plastic Slats for Skate Table	\$0.00
	Freight	\$2,895.00
	Grand Total	\$67,850.00

- ❖ Terms: Net 30 Days.
- ❖ Proposal does not include storage.
- ❖ Lead Time: 4-6 weeks for equipment to arrive.
- ❖ Quote is valid 90 Days.
- ❖ Equipment is available on COSTARS 14 Contract

To confirm order, please sign and return to our office.

Signature _____ Date: _____

For Questions Regarding This Proposal, Please Call Will Hemler 610.304.1973
P.O. Box 440 Newtown Square, Pennsylvania 19073
Office: 800.726.4793 **Fax:** 610.353.5161
Email: will@gen-rec.com

**RESOLUTION NO. 2015-15
RADNOR TOWNSHIP**

**A RESOLUTION OF RADNOR TOWNSHIP, DELAWARE COUNTY,
PENNSYLVANIA. AUTHORIZING THE PURCHASE OF GREEN
RENEWABLE ENERGY FROM CONSTELLATION PURSUANT TO
THE TOWNSHIP'S GREENHOUSE GAS REDUCTION ACTION PLAN**

WHEREAS, the Board of Commissioners directed the Environmental Advisory Committee ("EAC") to prepare an inventory of Radnor's greenhouse gas ("GHG") emissions and to propose an action plan to reduce Radnor's GHG emissions; and

WHEREAS, the EAC presented their "Greenhouse Gas Reduction Action Plan" to the Board of Commissioners in April 2012; and

WHEREAS, the Board of Commissioners adopted Resolution 2012-90 on August 20, 2012 supporting the EAC's Greenhouse Gas Reduction Action Plan and establishing a "Green Team" to implement the Action Plan; and

WHEREAS, the Green Team is made up of members from the EAC and the Township Administration; and

WHEREAS, the Green Team has worked with the Pennsylvania Municipal League, which awarded the green renewable energy contract to Constellation, to provide the Township with quotes for green renewable (100% wind) energy pricing for all twenty-eight of the Township's electric accounts; and

WHEREAS, Constellation quoted a price of \$0.06539 per kilowatt, effective April 1, 2015 for a two year period which will provide the Township with 100% green renewable wind energy consistent with the EAC's recommendation.

NOW, THEREFORE, it is hereby *RESOLVED* that the Board of Commissioners of Radnor Township hereby authorizes the execution of the Constellation electric pricing quote dated March 18, 2015 for a 24 month period at a fixed price of \$0.06539 for all of the Township's electric accounts over the term period.

SO RESOLVED, at a duly convened meeting of the Board of Commissioners of Radnor Township conducted on this 23rd day of March, 2015.

RADNOR TOWNSHIP

By: _____
Name: William A. Spingler
Title: President

ATTEST: _____
Name: Robert Zienkowski
Title: Township Manager / Secretary

Radnor Township



PROPOSED LEGISLATION

DATE: March 17, 2015

TO: Board of Commissioners

FROM: William M. White, Director of Finance

LEGISLATION: Resolution 2015-15 Authorizing the purchase of 100% green renewable (wind) electric from Constellation for a two year period, pursuant to the Township's approved Greenhouse Gas Reduction Action Plan.

LEGISLATIVE HISTORY: The Board of Commissioners adopted Resolution 2012-90 on August 20, 2012 supporting the EAC's Greenhouse Gas Reduction Action Plan, and establishing the Green Team which was charged with evaluating and making recommendations to reduce greenhouse gases by the Township.

PURPOSE AND EXPLANATION: Pursuant to the Greenhouse Gas Reduction Action Plan, the EAC recommended that the Township evaluate the purchase of green renewable energy for our electric accounts. In the Action Plan, the EAC states that:

"The biggest-single step that Radnor Township can take to reduce the carbon emissions from its electricity use is to exercise its opportunity to purchase electricity generated from renewable, carbon-free sources."

The adoption of this Resolution satisfies this recommendation as 100% of the Township's electricity will come from wind power.

FISCAL IMPACT: This recommendation was prepared under the assumption that the Board has prioritized the need with buying renewable energy. However, at the February 9th meeting, several of the Board members wanted to also see a comparison to non-renewable energy. The table below reflects the two year pricing for both alternatives:

	100% Wind	Non-Wind	Difference
Two Year Fixed Price / kWh	0.06539 / kWh	0.06407 / kWh	0.00132 / kWh
As applied to Projected 2,489,476 kWh	\$162,787	\$159,500	\$3,287
	(recommended)		

Attached are two spreadsheets that compare PECO's current "price to compare" against the quoted Constellation Energy: One for 100% renewable wind energy and one for non-renewable wind energy. Noting that PECO changes their price to compare on a quarterly basis, the Township stands to save a projected amount of \$37,000 with wind energy or \$40,300 by locking into non-renewable energy.

RECOMMENDED ACTION: Given the prior priority given by the Board to the Greenhouse Gas Reduction Action Plan, the Administration respectfully recommends adopting Res#2015-15 to lock in pricing on 100% renewable wind energy for a two year period.

March 23,2015 2 year 100% wind

Accounts	Rate Class	Constellation Price	PECO Price To Compare	Difference	Projected Annual Usage	Projected Annual Savings
0292300206	GS	\$ 0.06539	\$ 0.09050	\$ 0.02511	11,104	\$ 278.82
0632901705	GS	\$ 0.06539	\$ 0.13520	\$ 0.06981	511	\$ 35.67
0788200801	GS	\$ 0.06539	\$ 0.10390	\$ 0.03851	2,183	\$ 84.07
1527032025	GS	\$ 0.06539	\$ 0.08410	\$ 0.01871	942,460	\$ 17,633.43
1866000708	GS	\$ 0.06539	\$ 0.09550	\$ 0.03011	3,297	\$ 99.27
2799500108	GS	\$ 0.06539	\$ 0.09110	\$ 0.02571	11,485	\$ 295.28
3107800306	GS	\$ 0.06539	\$ 0.10480	\$ 0.03941	888	\$ 35.00
3417201304	R	\$ 0.06539	\$ 0.08250	\$ 0.01711	23,577	\$ 403.40
3726600403	GS	\$ 0.06539	\$ 0.08940	\$ 0.02401	16,106	\$ 386.71
3843150035	GS	\$ 0.06539	\$ 0.13010	\$ 0.06471	14,522	\$ 939.72
3915056042	GS	\$ 0.06539	\$ 0.09790	\$ 0.03251	108,555	\$ 3,529.12
4009701009	GS	\$ 0.06539	\$ 0.09290	\$ 0.02751	6,283	\$ 172.85
4036401602	GS	\$ 0.06539	\$ 0.09060	\$ 0.02521	12,029	\$ 303.25
4650501707	GS	\$ 0.06539	\$ 0.08960	\$ 0.02421	12,019	\$ 290.98
5579027012	GS	\$ 0.06539	\$ 0.11043	\$ 0.04504	1,567	\$ 70.58
5888001903	GS	\$ 0.06539	Zero Usage	N/A	209	N/A
5888101608	GS	\$ 0.06539	\$ 0.08860	\$ 0.02321	10,151	\$ 235.60
6195300401	GS	\$ 0.06539	Zero Usage	N/A	-	N/A
6201000204	GS	\$ 0.06539	\$ 0.09290	\$ 0.02751	447	\$ 12.30
6507101514	GS	\$ 0.06539	\$ 0.11891	\$ 0.05352	880	\$ 47.10
6820700204	SLS	\$ 0.06539	\$ 0.06900	\$ 0.00361	934,817	\$ 3,374.69
7410500704	SLS	\$ 0.06539	\$ 0.07800	\$ 0.01261	120	\$ 1.51
7411101509	GS	\$ 0.06539	\$ 0.30730	\$ 0.24191	51	\$ 12.34
7438100102	GS	\$ 0.06539	\$ 0.11320	\$ 0.04781	1,006	\$ 48.10
7719700207	SLS	\$ 0.06539	\$ 0.07800	\$ 0.01261	120	\$ 1.51
8053101009	GS	\$ 0.06539	\$ 0.14390	\$ 0.07851	693	\$ 54.41
8360101008	SLS	\$ 0.06539	\$ 0.08520	\$ 0.01981	115,270	\$ 2,283.50
9287100209	GS	\$ 0.06539	\$ 0.08980	\$ 0.02441	162,145	\$ 3,957.96
9287100600	GS	\$ 0.06539	\$ 0.17500	\$ 0.10961	325	\$ 35.62
9602100101	GS	\$ 0.06539	\$ 0.09010	\$ 0.02471	96,656	\$ 2,388.37
						\$ 37,011.15

Pricing is based on the PECO price to compare numbers from bills provided by Ben
PECO PTC numbers will change quarterly based on PECO's Procurement costs
PECO PTC numbers will change monthly based on usage

March 23,2015 2 year No wind

Accounts	Rate Class	Constellation Price	PECO Price To Compare	Difference	Projected Annual Usage	Projected Annual Savings
0292300206	GS	\$ 0.06407	\$ 0.09050	\$ 0.02643	11,104	\$ 293.48
0632901705	GS	\$ 0.06407	\$ 0.13520	\$ 0.07113	511	\$ 36.35
0788200801	GS	\$ 0.06407	\$ 0.10390	\$ 0.03983	2,183	\$ 86.95
1527032025	GS	\$ 0.06407	\$ 0.08410	\$ 0.02003	942,460	\$ 18,877.47
1866000708	GS	\$ 0.06407	\$ 0.09550	\$ 0.03143	3,297	\$ 103.62
2799500108	GS	\$ 0.06407	\$ 0.09110	\$ 0.02703	11,485	\$ 310.44
3107800306	GS	\$ 0.06407	\$ 0.10480	\$ 0.04073	888	\$ 36.17
3417201304	R	\$ 0.06407	\$ 0.08250	\$ 0.01843	23,577	\$ 434.52
3726600403	GS	\$ 0.06407	\$ 0.08940	\$ 0.02533	16,106	\$ 407.96
3843150035	GS	\$ 0.06407	\$ 0.13010	\$ 0.06603	14,522	\$ 958.89
3915056042	GS	\$ 0.06407	\$ 0.09790	\$ 0.03383	108,555	\$ 3,672.42
4009701009	GS	\$ 0.06407	\$ 0.09290	\$ 0.02883	6,283	\$ 181.14
4036401602	GS	\$ 0.06407	\$ 0.09060	\$ 0.02653	12,029	\$ 319.13
4650501707	GS	\$ 0.06407	\$ 0.08960	\$ 0.02553	12,019	\$ 306.85
5579027012	GS	\$ 0.06407	\$ 0.11043	\$ 0.04636	1,567	\$ 72.65
5888001903	GS	\$ 0.06407	Zero Usage	N/A	209	N/A
5888101608	GS	\$ 0.06407	\$ 0.08860	\$ 0.02453	10,151	\$ 249.00
6195300401	GS	\$ 0.06407	Zero Usage	N/A	-	N/A
6201000204	GS	\$ 0.06407	\$ 0.09290	\$ 0.02883	447	\$ 12.89
6507101514	GS	\$ 0.06407	\$ 0.11891	\$ 0.05484	880	\$ 48.26
6820700204	SLS	\$ 0.06407	\$ 0.06900	\$ 0.00493	934,817	\$ 4,608.65
7410500704	SLS	\$ 0.06407	\$ 0.07800	\$ 0.01393	120	\$ 1.67
7411101509	GS	\$ 0.06407	\$ 0.30730	\$ 0.24323	51	\$ 12.40
7438100102	GS	\$ 0.06407	\$ 0.11320	\$ 0.04913	1,006	\$ 49.42
7719700207	SLS	\$ 0.06407	\$ 0.07800	\$ 0.01393	120	\$ 1.67
8053101009	GS	\$ 0.06407	\$ 0.14390	\$ 0.07983	693	\$ 55.32
8360101008	SLS	\$ 0.06407	\$ 0.08520	\$ 0.02113	115,270	\$ 2,435.66
9287100209	GS	\$ 0.06407	\$ 0.08980	\$ 0.02573	162,145	\$ 4,171.99
9287100600	GS	\$ 0.06407	\$ 0.17500	\$ 0.11093	325	\$ 36.05
9602100101	GS	\$ 0.06407	\$ 0.09010	\$ 0.02603	96,656	\$ 2,515.96
						\$ 40,296.98

Pricing is based on the PECO price to compare numbers from bills provided by Ben
PECO PTC numbers will change quarterly based on PECO's Procurement costs
PECO PTC numbers will change monthly based on usage

**RESOLUTION 2015-49
RADNOR TOWNSHIP**

A RESOLUTION OF RADNOR TOWNSHIP, DELAWARE COUNTY, PENNSYLVANIA, AUTHORIZING THE EXECUTION OF A GRANT APPLICATION TO THE DEPARTMENT OF CONSERVATION AND NATURAL RESOURCES FOR THE CLEM MACRONE PARK MASTER PLAN DEVELOPMENT PROJECT.

WHEREAS, Radnor Township anticipates the development of the Clem Macrone Park Master Plan Project; and

WHEREAS, Radnor Township desires to apply to the Department of Conservation and Natural Resources ("Department) for a grant for the purposes of carrying out this project; and

WHEREAS, the application package includes a document entitled "Terms and Conditions of Grant" and a document entitled "Grant Agreement Signature Page"; and

WHEREAS, Radnor Township understands that the contents of the document entitled "Terms and Conditions of Grant," including appendices referred to therein, will become the terms and conditions of a Grant Agreement between Radnor Township and the Department if the applicant is awarded the grant; and

WHEREAS, Radnor Township understands, that by signing the "Grant Agreement Signature Page" and submitting it to the Department as part of the grant application, the applicant agrees to the terms and conditions of the grant and will be bound by the Grant Agreement if the Department awards a grant and the Township accepts.

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

1. The "Grant Agreement Signature Page" may be signed on behalf of the applicant by the official who, at the time of signing, has the title of "Township Manager".
2. If this official signed the "Grant Agreement Signature Page" prior to the passage of this Resolution, this grant of authority applies retroactively to the date of the signing.
3. If Radnor Township is awarded a grant and the Township accepts, the "Grant Agreement Signature Page," signed by the above official, will become the applicant/grantee's executed signature page for the Grant Agreement, and the applicant/grantee will be bound by the Grant Agreement.
4. Any Amendment to the Grant Agreement may be signed on behalf of the grantee by the official who, at the time of the signing of the amendment, has the title specified in paragraph 1 and the grantee will be bound by the amendment.

SO RESOLVED this 23rd day of March, 2015.

RADNOR TOWNSHIP

By: _____

Name: William A. Spingler

Title: President

ATTEST: _____

Name: Robert A. Zienkowski

Title: Township Manager/Secretary

Radnor Township



PROPOSED LEGISLATION

DATE: March 17, 2015

TO: Board of Commissioners

FROM: Tammy Cohen, Recreation & Community Programming Director ②

LEGISLATION: Resolution #2015-49 Authorizing the Execution of a Grant Application to the Pennsylvania Department of Conservation and Natural Resources Community Conservation Partnerships Program (DCNR C2P2) for the Clem Macrone Park Master Plan Development Project. Township Staff will administer and prepare the necessary grant documentation in cooperation with Kimmel-Bogrette (the Architectural Firm that is currently in the process of developing the concept plan) and will coordinate the project if approved by the Board of Commissioners and subsequent granting authorities.

LEGISLATIVE HISTORY: This is the first legislative action on this topic.

PURPOSE AND EXPLANATION: Radnor Township has the opportunity to execute the grant application through the DCNR C2P2 Program due to the scope and nature of the anticipated Clem Macrone Park Master Plan Development Project fitting within DCNR's local conservation and recreation vision that strategically emphasizes the areas of *Sustainable and Green Park Projects* as well as *Rehabilitation and Universal Access*. The anticipated Clem Macrone Park Master Plan Development Project entails key components such as planning and improvement that incorporates green features and sustainability; park rehabilitation; modernization of the recreational facilities and bringing them into compliance with current standards for safety, ADA, and Universal Construction Code; enhancement of existing recreational opportunities; and providing great benefits to the community. The Clem Macrone Park Master Plan Development Project will focus on each of these critical areas along with providing a highly utilized and accessible asset for many generations of the community in a key location within Radnor Township.

FISCAL IMPACT: There is no direct fiscal impact or financial obligation to authorizing the execution of a grant application to DCNR for the Clem Macrone Park Master Plan Development Project. The Township will only accept the terms of the proposed DCNR C2P2 Grant, in the event that it is awarded, upon approval by the Board of Commissioners at a future meeting. It is anticipated that the Township will be requesting approximately \$350,000 from DCNR; if awarded, it is anticipated that the DCNR C2P2 grant would require a 50% match in the approximate amount of \$350,000.

RECOMMENDED ACTION: The Administration respectfully requests the Board to approve Resolution #2015-49 authorizing the execution of a grant application to DCNR for the Clem Macrone Master Plan Development Project.

MEMORANDUM

TO: BOARD OF COMMISSIONERS
FROM: KEVIN W. KOCHANSKI, DIRECTOR
SUBJECT: HARB 2014-25
DATE: MARCH 17, 2015
CC: ROBERT A. ZIENKOWSKI, MANAGER



Community
Development
Department

The Radnor Township Historical Architectural Review Board at their regularly scheduled meeting on March 4, 2015 recommended **denial** of HARB #2014-25 in a unanimous vote of 5-0. Their recommendation was based on the following:

120 & 124 Bloomingdale Avenue did not meet the criteria for Section 178-7 "Design Guidelines" in the opinion of the Board. Specifically, Section 178-7.C.3 (Character-defining development patterns) with respect to maintaining a single family scale and street facing homes. Furthermore, the Board felt that Section 178-7.F.2 was not met with regard to "Preserving the overall relationship amongst the buildings within each district's (South Wayne's) development pattern." Applicant's proposal was for (2) two clusters of 2 and 3 connected home combinations with inward facing entrances. Street facing elevations were false fronted to appear as entrances when, in fact, they were garage sides. Further, the Board felt the presentation had some inaccuracies as well with regard to the coordination of information shown between the site plan and the renderings. The elevations provided were incomplete in their representation of the proposed construction as well.

In accordance with Chapter 178-8.G, the Board of Commissioners shall either:

1. Approve or deny the certificate of appropriateness consistent with action taken by the HARB in connection with building and/or demolition.
2. Approve the application and authorize a certificate of appropriateness with modifications to the HARB recommendation.
3. Reverse the recommendation of the HARB.

**TOWNSHIP OF RADNOR
HISTORICAL AND ARCHITECTURAL REVIEW BOARD**

General Information: Meetings of the Historical and Architectural Review Board (HARB) are currently held on the first Wednesday of the month at 6:00 p.m., in the Radnor Township Administration Building located at 301 Iven Avenue, Wayne, PA. *All applicants or their authorized representatives must attend this meeting. Formal application must be filed with the Department of Community Development fifteen (15) calendar days prior to the meeting.* Incomplete or late applications will not be accepted. Copies of the Historic Preservation Ordinance and application are available in the Community Development Department, or online at www.radnor.com.

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

PERMIT APPLICATION TO OBTAIN A CERTIFICATE OF APPROPRIATENESS

TOWNSHIP USE ONLY

APPLICATION NUMBER: HARB 2014-25 DATE: _____ FEE PAID: _____

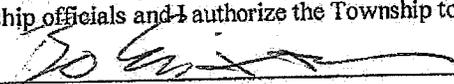
Applicant Information:

Bo Erixson
Name: 115 Strafford Avenue, LLC Phone: (610) 296-8175
Address: 110 N. Phoenixville Pike, Malvern, PA Zip Code: 19355
Cell Phone: (610) 721-1495 Email: berixxon@bbhomes.us

Property Information (If different from above):

120 Bloomingdale Associates, L.P.
Name of Owner: Salvador Barbera & Gina Zancanaro Phone: _____
Property Location: 120 & 124 Bloomingdale Avenue

I, the applicant, understand that any and all documents and plans submitted with this application are subject to the Pennsylvania Right to Know Law (RTK) and may be provided or copies to other parties in response to a request under the RTK Law or to township officials and I authorize the Township to do so.

Applicant Signature:  Date: 10/20/14

Description of Proposed Work: See attached supplement

Application must be accompanied by the following information:

- Seven (7) copies of a site plan drawn to scale prepared by an engineer or surveyor registered in the Commonwealth of Pennsylvania.
- Seven (7) copies of architectural elevation plans drawn to scale, prepared by a registered architect or engineer, of the proposed exterior construction, and such other information which the HARB may require to review the application consistent with the terms of Ordinance 2005-27, as amended.
- Photographs of building under review, adjacent buildings, structures across street, and any other buildings to show context of building within neighborhood. Photos must be labeled according to plan.

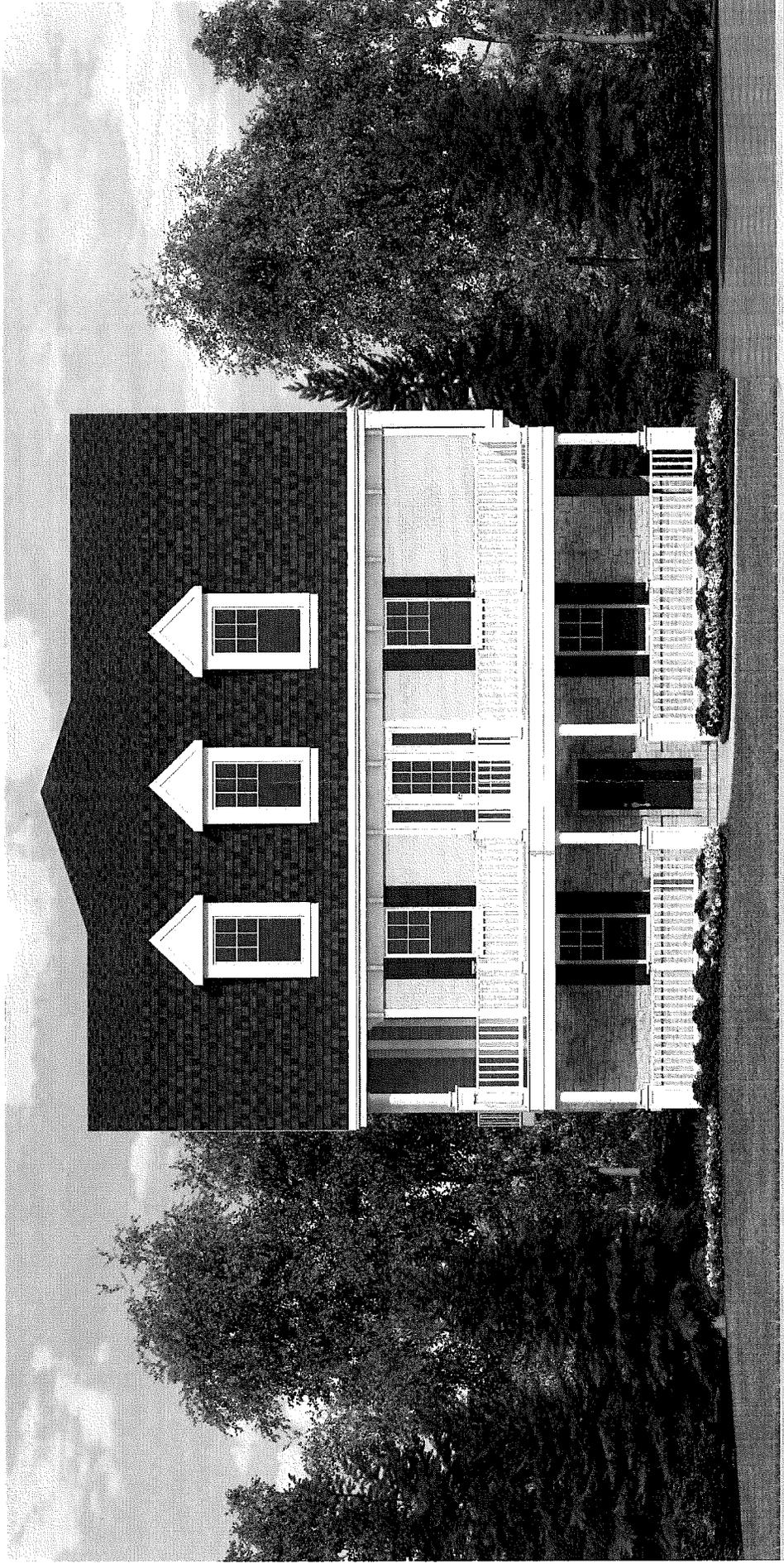
Note: All information must be separated into 7 individual packets. The plans shall not exceed 24" X 36", and must be neatly folded to no greater dimension than 8 1/2" x 11" at filing.

Supplement to Addendum

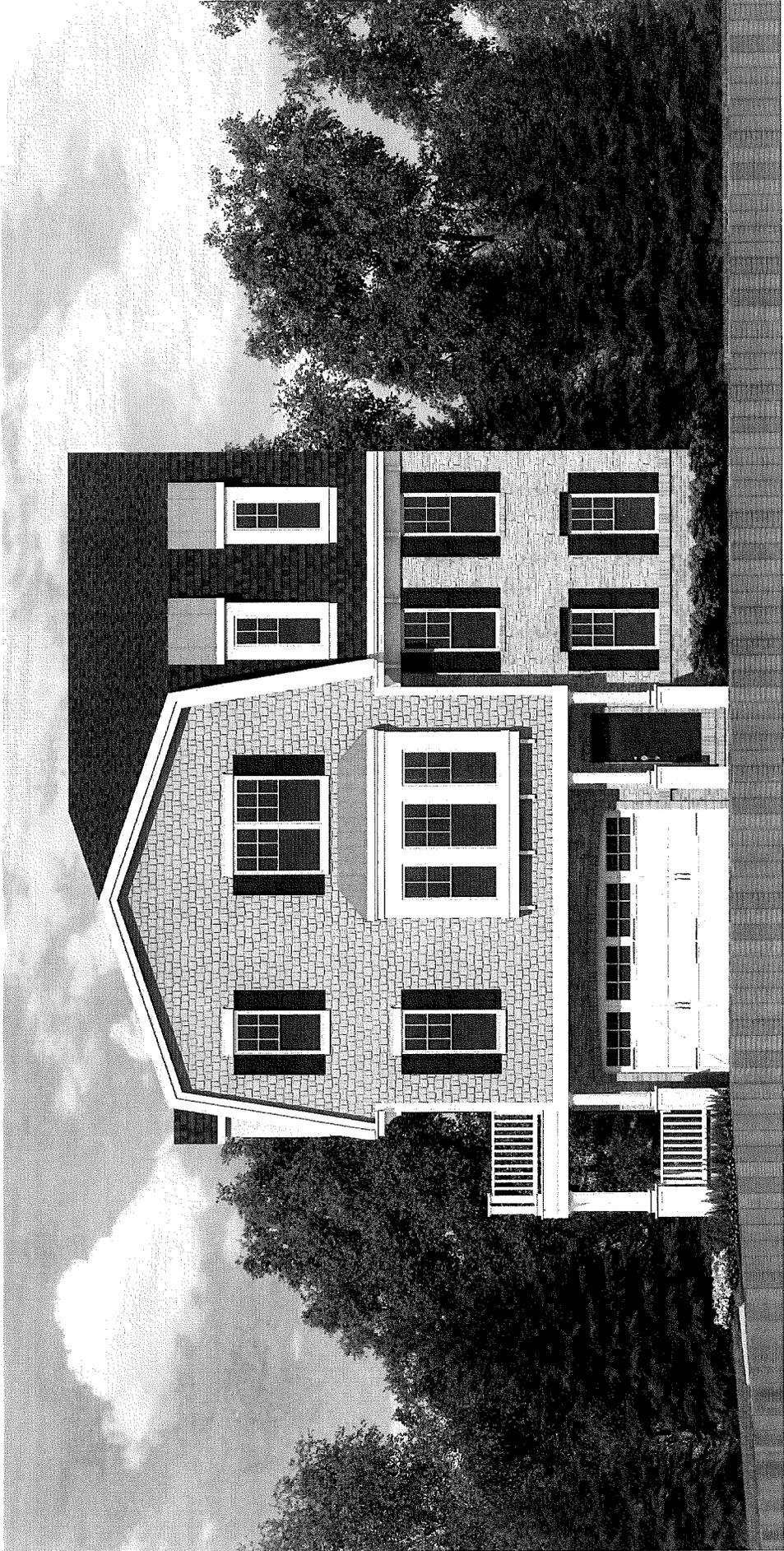
The project has been revised from the prior submission to consist of a conversion of a non-conforming commercial building back to a single family detached dwelling and construct a multiple dwelling group to consist of five (5) townhomes and related improvements at 120-124 Bloomingdale Avenue.



BLOOMINGDALE AVENUE



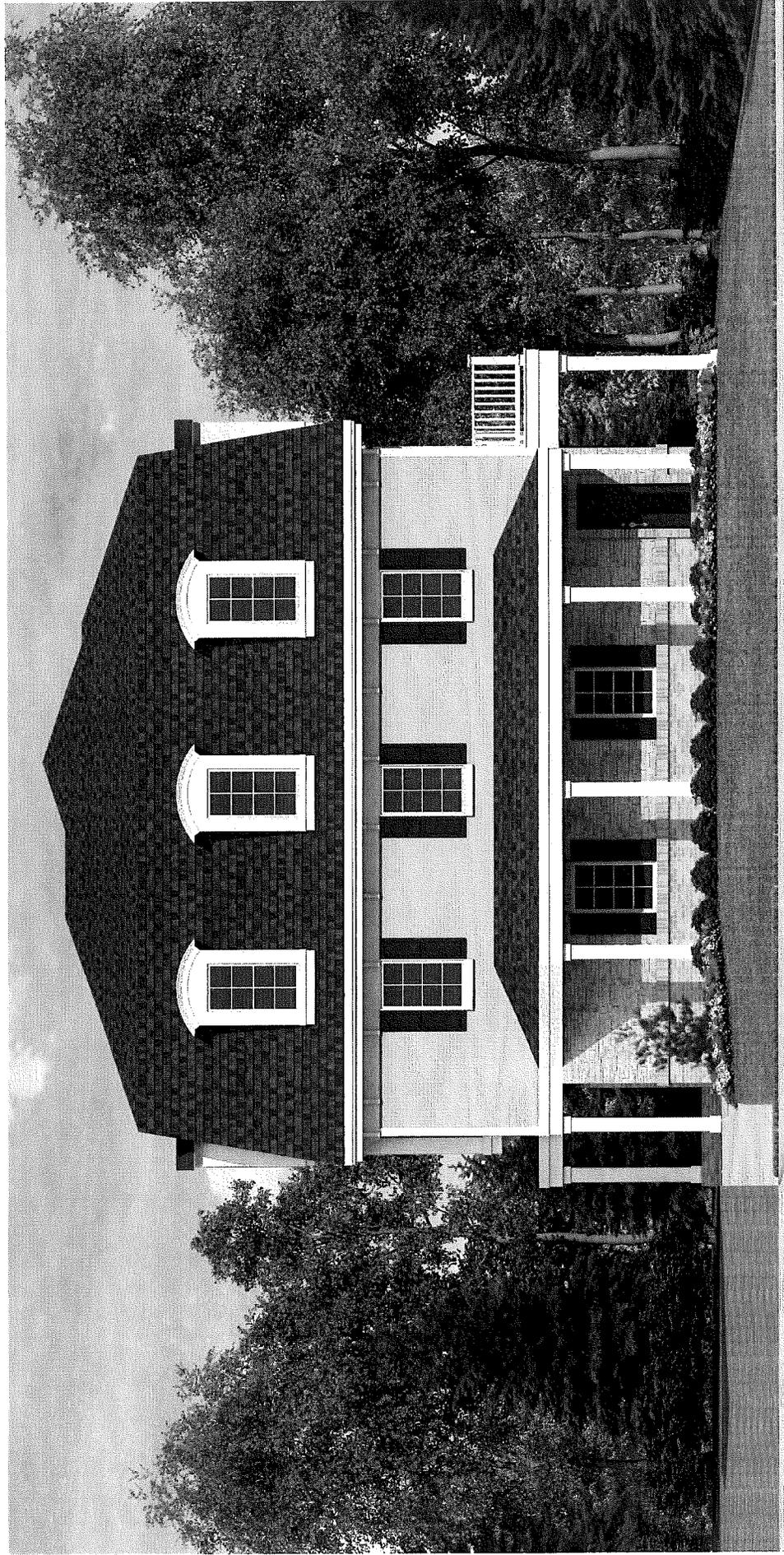
LOT 1 FRONT ELEVATION FACING BLOOMINGDALE AVE



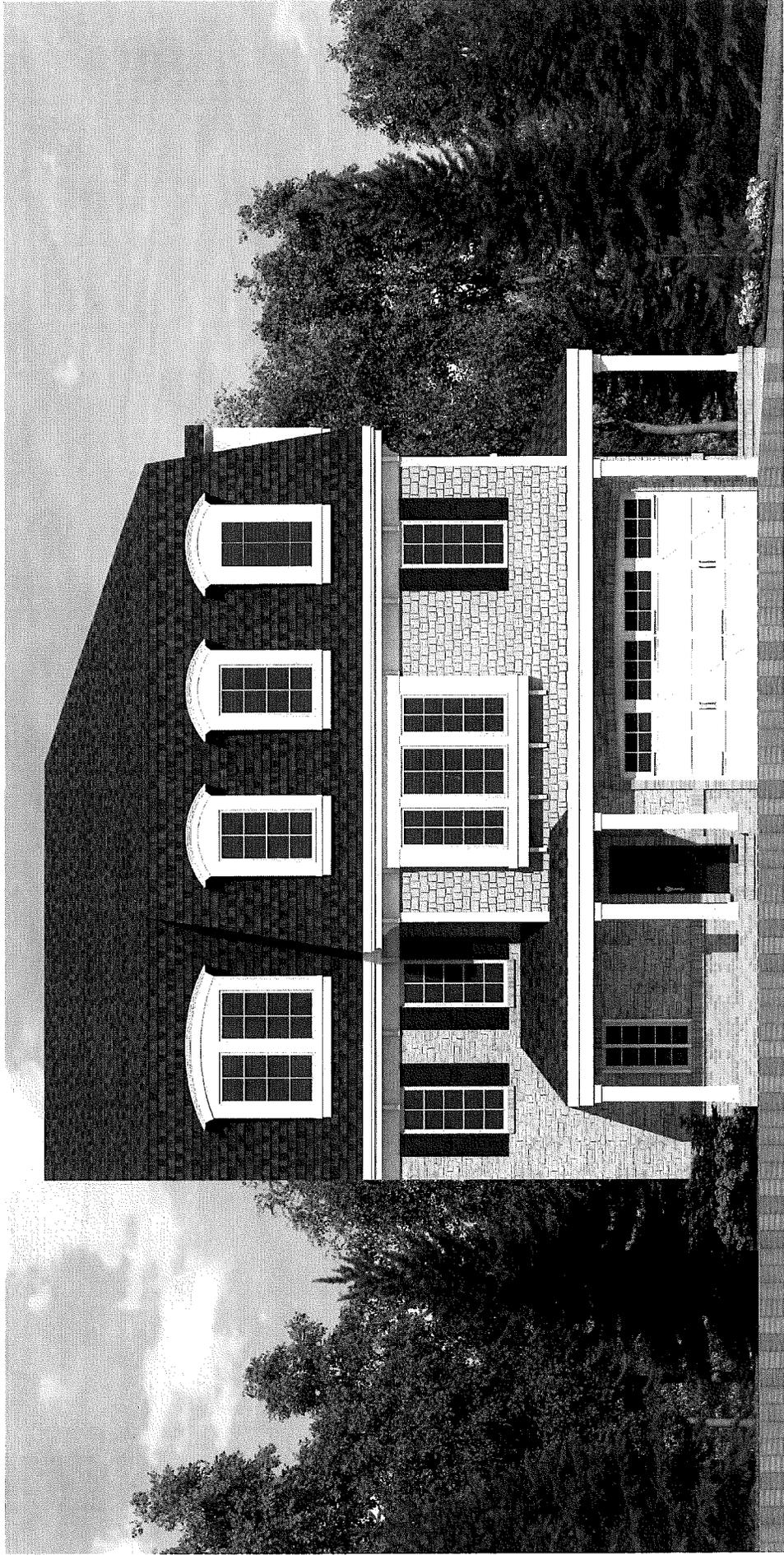
LOT 1 COURTYARD ELEVATION



LOT 1 REAR ELEVATION



LOT 3 FRONT ELEVATION FACING BLOOMINGDALE AVE



LOT 3 COURTYARD ELEVATION



LOT 3 REAR ELEVATION

WILLIAM A. SPINGLER
President

JAMES C. HIGGINS
Vice-President

ELAINE P. SCHAEFER

DONALD E. CURLEY

JOHN FISHER

JOHN NAGLE

RICHARD F. BOOKER



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ROBERT A. ZIENKOWSKI
Township Manager
Township Secretary

JOHN B. RICE, ESQ.
Solicitor

JOHN E. OSBORNE
Treasurer

March 13, 2015

Bo Erixxon
115 Strafford Avenue, LLC
110 N. Phoenixville Pike
Malvern, PA 19355

RE: HARB 2014-25
120-124 BLOOMINGDALE AVENUE

Mr. Erixxon:

In accordance with Chapter 178-8.E, this letter serves as notice of the decision by the Radnor Township Historical Architectural Review Board at their regularly scheduled meeting on March 4, 2015 related to your application, HARB #2014-25.

The Board recommended denial in a unanimous vote of 5-0. Their recommendation was based on the following:

120 & 124 Bloomingdale Avenue did not meet the criteria for Section 178-7 "Design Guidelines" in the opinion of the Board. Specifically, Section 178-7.C.3 (Character-defining development patterns) with respect to maintaining a single family scale and street facing homes. Furthermore, the Board felt that Section 178-7.F.2 was not met with regard to "Preserving the overall relationship amongst the buildings within each district's (South Wayne's) development pattern." Applicant's proposal was for (2) two clusters of 2 and 3 connected home combinations with inward facing entrances. Street facing elevations were false fronted to appear as entrances when, in fact, they were garage sides. Further, the Board felt the presentation had some inaccuracies as well with regard to the coordination of information shown between the site plan and the renderings. The elevations provided were incomplete in their representation of the proposed construction as well.

Please note that your application is being scheduled for the March 23, 2015 Radnor Township Board of Commissioners' meeting. This meeting will be held at 6:30 pm in the Radnorshire Room in the Township Building.

Sincerely,

Kevin W. Kochanski, RLA, CZO
Director of Community Development

CC: Property File
HARB Members

Appointments to Various
Boards and Commissions

Letters of
Commendation
and
Recognition

Discussion in regards to
Cell Towers
in Township Parks

**RESOLUTION NO. 2015-51
RADNOR TOWNSHIP**

**A RESOLUTION OF RADNOR TOWNSHIP, DELAWARE COUNTY,
PENNSYLVANIA, APPROVING A LICENSE AGREEMENT WITH FERN
VALLEY FARM TO FARM PORTIONS OF THE ARDROSSAN PROPERTY**

WHEREAS, Richard Billheim d/b/a Fern Valley Farm (“Fern Valley”) has been farming the Ardrossan Farm for over 25 years; and

WHEREAS, Fern Valley desires to continue to farm those portions of the Ardrossan Farm acquired by Radnor Township; and

WHEREAS, the Township desires to keep the land in active farming operation and maintenance.

NOW, THEREFORE, it is hereby **RESOLVED** that the Radnor Township Board of Commissioners does hereby approve an agreement with Fern Valley for a term of one year in accordance with the License Agreement attached hereto and incorporated herein as Exhibit “A”.

SO RESOLVED, at a duly convened meeting of the Board of Commissioners of Radnor Township conducted on this _____ day of _____, 2015.

RADNOR TOWNSHIP
BOARD OF COMMISSIONERS

By: _____
Name: William A. Spingler
Title: President

ATTEST: _____

3.18.15

LICENSE AGREEMENT

THIS LICENSE AGREEMENT, made by and between ***RADNOR TOWNSHIP***, a Home Rule municipality, with offices located at 301 Iven Avenue, Wayne, PA 19087 (hereinafter referred to as "Township") and ***RICHARD BILLHEIM d/b/a FERN VALLEY FARM***, 567 Darby Paoli Road, Villanova, PA 19085 (hereinafter referred to as "Fern Valley").

WHEREAS, the Township acquired a portion of a certain property known as the Ardrossan Farm, consisting of 71 acres including three tracts, the Rye Field tract, the Quarry tract, and the Wheeler tract located near the intersection of Newtown Road and Darby Paoli Road in Radnor Township (hereinafter referred to as the "Property"); and

WHEREAS, Fern Valley has been farming a portion of the Property for over 25 years and has requested the Township that he be permitted to continue to farm a portion of the Property as described hereafter; and

WHEREAS, the parties agree that the continuation of farming activities will benefit the Township Property.

NOW THEREFORE, in consideration of the mutual covenants set forth herein and intending to be legally bound hereby, the parties hereto agree as follows:

1. Fern Valley shall continue to farm the Property as follows:
 - a. Rye Field – hay and cattle grazing
 - b. Quarry Field – field corn
 - c. Wheeler Tract – cattle grazing

Fern Valley agrees in covenants to cultivate the property during the term of the license in an efficient and economic manner and to employ all modern methods of farming as are customarily practiced in the area.

2. Fern Valley shall obtain all necessary permits for any proposed farming activities upon the Township's Property in accordance with Township, State and Federal Rules and Regulations and Legislation. Fern Valley shall at all times be in compliance with its soil conservation plan approved by the NCRS.
3. Neither Fern Valley nor his agents shall perform any land clearing, tree removal, or other disturbance to the Property except as necessary to perform the farming activities described in this Agreement. Fern Valley shall

continue to perform roadside mowing along the Property and will maintain and repair all fences on the Property.

4. The term of this license shall be from March 1, 2015 to February 29, 2016 unless terminated sooner as provided herein.
5. Rent/License Fee – Fern Valley shall pay an annual license fee of \$1.00 upon approval of this license by the Radnor Township Board of Commissioners. Fern Valley may not assign this license or encumber any portion of the Property without the prior written consent of the Township.
6. Fern Valley will at all times utilize best management practices in conducting its farming operations and prior to any spraying, Fern Valley shall supply the Township with a copy of all licenses to use herbicides and pesticides. Fern Valley shall only spray such herbicides and pesticides as they are licensed to spray and all spraying shall be conducted by a person who is licensed to spray the herbicides and/or pesticides. Annually, Fern Valley shall provide a schedule of proposed herbicides and pesticides to the Radnor Township Director of Public Works. No chemicals, fertilizers or equipment may be stored upon the property except for equipment and vehicles used to farm the property. No spraying of herbicides or pesticides shall occur within 100 feet of a stream.
7. This license shall be renewed from year to year unless terminated by either party. Either party may terminate this license by giving sixty (60) days written notice.
8. Fern Valley agrees to pay all taxes levied and assessed against the premises as a result of its farming activities. Fern Valley may not make any alterations, additions, or improvements to the Property without the prior written consent of the Township.
9. In consideration of being permitted to farm the property, Fern Valley shall indemnify, release, and hold harmless the Township, its elected and appointed officials, and its employees from any and all losses, damages, claims, demands, actions or causes of action, including attorney's fees, for any damage to Property or injuries occurring on the Property arising out of Fern Valley's use of the subject Property under this License Agreement.
10. Fern Valley shall obtain a Certificate of Liability Insurance specifically naming the Township and its elected and appointed officials as additional insureds prior to use of the Property for the above purposes.

- 11. The terms and conditions set forth in this Agreement constitute the entire Agreement between the parties concerning its subject matter. This Agreement may not be amended except in writing signed by the parties to this Agreement.
- 12. Fern Valley is an independent contractor and is not an employee of the Township.

IN WITNESS WHEREOF, the parties hereto, by and through their duly authorized officers, intending to be legally bound hereby, have caused this Agreement to be executed the day and year first above written.

TOWNSHIP:

**RADNOR TOWNSHIP
BOARD OF COMMISSIONERS**

By: _____
Name: William Spingler
Title: Chairman

Date: _____

FERN VALLEY:

By: _____
Name: Richard Billheim
d/b/a Fern Valley Farm

Date: _____

WILLIAM A. SPINGLER
President

JAMES C. HIGGINS
Vice-President

ELAINE P. SCHAEFER

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RADNOR TOWNSHIP
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ROBERT A. ZIENKOWSKI
Township Manager
Township Secretary

JOHN B. RICE, ESQ.
Solicitor

JOHN E. OSBORNE
Treasurer

To: Board of Commissioners
From: CARFAC and the Administration
Date: March 16, 2015
Re: **Motion to Begin Process to Monetize Certain Township Assets**

CARFAC and the Administration are requesting that the Board of Commissioners pass a motion providing the Township Manager with the necessary direction and support to begin discussions, reviews, and negotiations in an effort to monetize certain Township owned assets. The assets include the Township Building, the Public Works Facility and the North Wayne / Senior Center facility. The motion is necessary to ensure that the Board will support the actions needed to produce monetization recommendations. To be clear, this motion does not bind the Board into approving any of the recommendations presented when that time comes. Instead, the Township Manager, with the passage of the motion, can immediately begin work with CARFAC to develop specific recommendations on how to monetize these three assets.

The identification of these three assets dates back to discussions that have been ongoing for several years, to include the Board meeting in 2014 where the Board and Administration discussed this topic. Further, this project will include these three assets now, but that doesn't preclude future requests of the Board for direction on other assets.

The specific motion language: "A motion authorizing the Township Manager to engage in the necessary discussion, reviews, and negotiations in an effort to produce recommendations to the Board of Commissioners to monetize all or any one of the following Township owned assets: The Township Building, the Public Works Facility, and/or the North Wayne Parking Lot and Senior Center."

If the Board should have any questions prior to the March 23rd meeting, please contact the Township Manager or the Finance Director.

120/124 Bloomingdale
Avenue - Discussion of
steep slopes and zoning
with the Board of
Commissioners

**RESOLUTION NO. 2015-47
RADNOR TOWNSHIP**

**A RESOLUTION OF RADNOR TOWNSHIP, DELAWARE COUNTY,
PENNSYLVANIA, APPROVING THE FINAL PLAN OF VILLANOVA
UNIVERSITY, BUTLER ANNEX FOR A PROPERTY LOCATED AT
800 E. LANCASTER AVENUE**

WHEREAS, Villanova University (“Applicant”) submitted a Preliminary/Final Land Development Plan to demolish the existing 9,000 square foot Butler Annex building and to construct a 5,000 square foot addition on the east side of the existing Jake Nevin Fieldhouse located at 800 E. Lancaster Avenue within the Township’s PI Zoning District (“Property”); and

WHEREAS, the Radnor Township Planning Commission and the Delaware County Planning Commission has reviewed the Final Plan submissions of Villanova University; and

WHEREAS, the Board of Commissioners approved the Preliminary Plan of land development pursuant to Resolution No. 2015-08 on January 28, 2015 and now intends to approve a set of final plans.

NOW, THEREFORE, be it hereby *RESOLVED* that the Radnor Township Board of Commissioners does hereby approve the Final Land Development Plans of Associated Engineering Consultants, Inc. consisting of thirteen (13) sheets, dated October 29, 2014, and last revised March 2, 2015, subject to the following Final Plan approval conditions:

1. Compliance with Preliminary Plan Approval Resolution No. 2015-08 adopted by the Board of Commissioners on January 28, 2015.
2. Compliance with correspondence of Gannett Fleming dated March 3, 2015 attached hereto and incorporated herein as *Exhibit “A”* except that the park and recreation fee shall be \$13,287 based upon total building area of 16,072 sq. ft.
3. Compliance with correspondence of the Building Code Official dated February 28, 2015 attached hereto and incorporated herein as *Exhibit “B”*.
4. The Applicant shall comply with all other applicable ordinances with respect to sewage, stormwater management, zoning and building code, and all county, state, and federal rules, regulations and statutes.
5. The Applicant shall execute Development and Financial Security Agreements in a form and manner to be approved by the Township Engineer and Township Solicitor.

SO RESOLVED, at a duly convened meeting of the Board of Commissioners of Radnor Township conducted on this _____ day of _____, 2015.

RADNOR TOWNSHIP

By: _____
Name: William A. Spingler
Title: President

ATTEST: _____



MEMORANDUM

Date: March 3, 2015

To: Radnor Township Board of Commissioners

From: Roger Phillips, P.E.

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: Villanova University – Proposed West End Zone Building
Villanova University – Applicant

Date Accepted: February 2, 2015
90 Day Review: May 3, 2015

Gannett Fleming, Inc. has completed a review of the Villanova University – Proposed West End Zone Building Final Plans for compliance with the Radnor Township Code. This Plan was reviewed for conformance with Zoning, Subdivision and Land Development, Stormwater Management, and other applicable codes of the Township of Radnor.

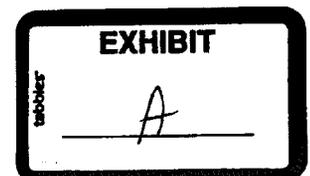
The applicant is proposing to change the existing building footprint of the Butler Annex. The existing building area of 10,773 SF is to be removed and replaced with a new building area of 16,072 SF. The total impervious coverage will increase by 3,284 SF. This project is located in the PI district of the Township.

The applicant has indicated that the following waivers will be requested from the Subdivision and Land Development Code:

- §255-20.B(5)– The applicant requests that the requirement to provide a transportation impact study be waived since neither the student or staff populations will increase as a result of this project.
- §245-22.A.2.C – The applicant requests that the requirement to infiltrate runoff from the impervious areas be waived since the infiltration rate at the site is zero.

Plans Prepared By: Associated Engineering Consultants Incorporated
Dated: 10/29/2014 and last revised 03/02/2015

Gannett Fleming, Inc.
Valley Forge Corporate Center • 1010 Adams Avenue • Audubon, PA 19403-2402
t: 610.650.8101 • 610.650.8190
www.gannettfleming.com



I. Zoning

1. §280-69.D – No building or permanent structure, other than a guardhouse or facility which provides controlled access to a property, shall be located less than 120 feet from the street right-of-way line. The existing building setback is 99 feet and the proposed building setback is 99 feet. It is the intent of the applicant to preserve the existing nonforming set back by maintaining the existing foundation wall. This has been shown on the plans.
2. §280-103 – The applicant shall provide confirmation that sufficient parking exists to provide for the net increase of building area in conformance with this section. This has been provided on Sheet CO.1 of the revised plan set.

II. Subdivision and Land Development

1. §255-20.B(5) – A transportation study must be provided. The applicant received a waiver of this requirement on January 28, 2015, during preliminary plan approval.
2. §255-43.1.B(2) – For all nonresidential subdivision and/or land developments, the amount of land to be dedicated for park and recreation area shall be 2,500 square feet per 4,000 square feet of building area.
3. §255-43.1.E(2) – The fee for nonresidential subdivisions or land developments shall be \$3,307 per 4,000 square feet of building area. Since the additional square footage of building area is 5,339 square feet, the fee is lieu of would be \$4,414. Villanova has agreed to pay the \$4,414 fee in lieu of dedicating the land to the Township.

III. Stormwater

1. §245-22.A.2.C – In accordance with the groundwater recharge section of the ordinance, the applicant cannot achieve the minimum 0.50 inch infiltration requirement based on the results of the provided infiltration testing (0.0 in/hr.) The applicant is providing volume storage within a proposed raingarden (204.75 CF), and within the stone bed beneath the storm tank (232.4 CF). The total storage volume provided (437.15 CF) will meet the water quality requirement volume (435.6 CF). The applicant received a waiver of this requirement on January 28, 2015 during preliminary plan approval.
2. §245-25.A – With regards to the “Drainage Area to Existing Inlet in Driveway”, the “Drainage Area to New System” meets the rate control requirements; however, the overall proposed improvements (Bypass Area and New System Area) do not meet the rate control requirements for Stormwater Management District B-2.

Gannett Fleming

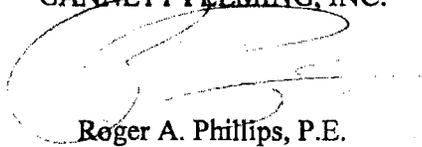
3. Final approval of the stormwater management plan will be required as part of the Grading Permit process. Any revisions to the size or location of the individual structures or other features will be addressed at that time.

We have attached and included by reference is a letter from Ray Daly, Building Codes Official/Fire Codes Official. We suggest that consideration of final approval be conditioned upon adequately addressing the comments referenced above and in the attached letter.

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**



RADNOR TOWNSHIP

MEMORANDUM

TO: MR. STEVE NORCINI
FROM: RAY DALY
SUBJECT: 800 EAST LANCASTER AVENUE, BUTLER ANNEX
DATE: FEBRUARY 28, 2015
CC: MR. PHILLIPS

Mr. Norcini,

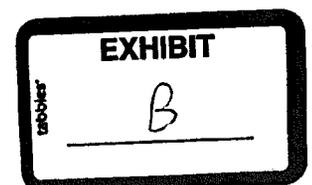
From an Emergency response perspective we are requesting that a section of fence, located on Lancaster Avenue, in front of the Butler building be replaced with two swinging gates to better service the building. Since the Fire apparatus will likely stage on Lancaster Avenue, access to the building should be in front. There is a section of screening wall in front of the building that also should be modified to mirror the new front gates. This works in conjunction with the new location of the Fire Department Connection on the face of the building.

There is a Fire hydrant located on the corner of Lancaster and North Ithan Avenue. This will cover the front of the new building. Villanova should consider adding an additional hydrant somewhere on the Ithan Avenue side or in the rear of the sports complex near the stadium.

Respectfully,

Ray Daly

Building Codes Official/Fire Codes Official





MEMORANDUM

Date: March 3, 2015

To: Radnor Township Board of Commissioners

From: Roger Phillips, P.E.

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: Villanova University – Proposed West End Zone Building
Villanova University – Applicant

Date Accepted: February 2, 2015
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The applicant is proposing to change the existing building footprint of the Butler Annex. The existing building area of 10,773 SF is to be removed and replaced with a new building area of 16,072 SF. The total impervious coverage will increase by 3,284 SF. This project is located in the PI district of the Township.

The applicant has indicated that the following waivers will be requested from the Subdivision and Land Development Code:

- §255-20.B(5)– The applicant requests that the requirement to provide a transportation impact study be waived since neither the student or staff populations will increase as a result of this project.
- §245-22.A.2.C – The applicant requests that the requirement to infiltrate runoff from the impervious areas be waived since the infiltration rate at the site is zero.

Plans Prepared By: Associated Engineering Consultants Incorporated
Dated: 10/29/2014 and last revised 03/02/2015

I. Zoning

1. §280-69.D – No building or permanent structure, other than a guardhouse or facility which provides controlled access to a property, shall be located less than 120 feet from the street right-of-way line. The existing building setback is 99 feet and the proposed building setback is 99 feet. It is the intent of the applicant to preserve the existing nonforming set back by maintaining the existing foundation wall. This has been shown on the plans.
2. §280-103 – The applicant shall provide confirmation that sufficient parking exists to provide for the net increase of building area in conformance with this section. This has been provided on Sheet CO.1 of the revised plan set.

II. Subdivision and Land Development

1. §255-20.B(5) – A transportation study must be provided. The applicant received a waiver of this requirement on January 28, 2015, during preliminary plan approval.
2. §255-43.1.B(2) – For all nonresidential subdivision and/or land developments, the amount of land to be dedicated for park and recreation area shall be 2,500 square feet per 4,000 square feet of building area.
3. §255-43.1.E(2) – The fee for nonresidential subdivisions or land developments shall be \$3,307 per 4,000 square feet of building area. Since the additional square footage of building area is 5,339 square feet, the fee is lieu of would be \$4,414. Villanova has agreed to pay the \$4,414 fee in lieu of dedicating the land to the Township.

III. Stormwater

1. §245-22.A.2.C – In accordance with the groundwater recharge section of the ordinance, the applicant cannot achieve the minimum 0.50 inch infiltration requirement based on the results of the provided infiltration testing (0.0 in/hr.) The applicant is providing volume storage within a proposed rain garden (204.75 CF), and within the stone bed beneath the storm tank (232.4 CF). The total storage volume provided (437.15 CF) will meet the water quality requirement volume (435.6 CF). The applicant received a waiver of this requirement on January 28, 2015 during preliminary plan approval.
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Gannett Fleming

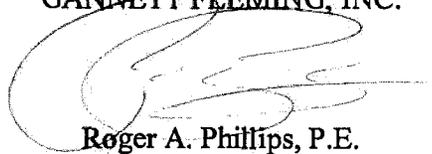
3. Final approval of the stormwater management plan will be required as part of the Grading Permit process. Any revisions to the size or location of the individual structures or other features will be addressed at that time.

We have attached and included by reference is a letter from Ray Daly, Building Codes Official/Fire Codes Official. We suggest that consideration of final approval be conditioned upon adequately addressing the comments referenced above and in the attached letter.

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



RADNOR TOWNSHIP

MEMORANDUM

TO: MR. STEVE NORCINI
FROM: RAY DALY
SUBJECT: 800 EAST LANCASTER AVENUE, BUTLER ANNEX
DATE: FEBRUARY 28, 2015
CC: MR. PHILLIPS

Mr. Norcini,

From an Emergency response perspective we are requesting that a section of fence, located on Lancaster Avenue, in front of the Butler building be replaced with two swinging gates to better service the building. Since the Fire apparatus will likely stage on Lancaster Avenue, access to the building should be in front. There is a section of screening wall in front of the building that also should be modified to mirror the new front gates. This works in conjunction with the new location of the Fire Department Connection on the face of the building.

There is a Fire hydrant located on the corner of Lancaster and North Ithan Avenue. This will cover the front of the new building. Villanova should consider adding an additional hydrant somewhere on the Ithan Avenue side or in the rear of the sports complex near the stadium.

Respectfully,

Ray Daly

Building Codes Official/Fire Codes Official



Associated ~~Engineers~~ Consultants Incorporated

485 Devon Park Drive Suite 113 Wayne Pennsylvania 19087 tel 610 688 3980 fax 610 688 4566

March 2, 2015

Mr. Roger Phillips
Township Engineer
c/o Radnor Township
301 Iven Avenue
Wayne, PA 19087

**Re: Villanova University
West End Zone Building Project
Land Development Resubmission
AEC Project No.: 0300.014**

Dear Mr. Phillips:

For the re-submission of the Final Land Development Submission for the Villanova University West End Zone Building project, the following responses were compiled in response to your review memorandum to the Radnor Township Planning Commission dated February 23, 2015.

Zoning:

1. 280-69.D – No building or permanent structure, other than a guardhouse or facility which provides controlled access to a property, shall be located less than 120 feet from the street right-of-way line. The existing building setback is 99 feet and the proposed building setback is 99 feet. It is the intent of the applicant to preserve the existing nonconforming setback by maintaining the existing foundation wall. This must be shown on the plans.

The Butler Annex building demolition note on Sheet C1.1 has been updated, indicating that a portion of the existing foundation wall is to be preserved. Sheet A5.1 has been added for this resubmission, illustrating the extent of the preservation of the foundation wall.

2. 280-103 – The applicant shall provide confirmation that sufficient parking exists to provide for the net increase of building area in conformance with this section. This has been provided on Sheet C0.1 of the revised plan set.

Subdivision and Land Development:

1. 255-20.B(5) – A transportation study must be provided. The applicant received a waiver of this requirement on January 28, 2015, during preliminary plan approval.
2. 255-43.1.B(2) – For all nonresidential subdivision and/or land developments, the amount of land to be dedicated for park and recreation area shall be 2,500 square feet per 4,000 square feet of building area.

See next response.

3. 255-43.1.E(2) – The fee for nonresidential subdivisions or land developments shall be \$3,307 per 4,000 square feet of building area. Since the additional square footage of building area is 5,339 square feet, the fee in lieu of would be \$4,414.

Villanova has agreed to pay the \$4,414 fee in lieu of dedicating land to the township.

Stormwater:

1. 245-22.A.2.C – In accordance with the groundwater recharge section of the ordinance, the applicant cannot achieve the minimum 0.50 inch infiltration requirement based on the results of the provided infiltration testing (0.0 in/hr). The applicant is providing volume storage within a proposed rain garden (204.75 CF) and within the stone bed beneath the storm tank (232.4 CF). The total storage volume provided (437.15 CF) will meet the water quality requirement volume (435.6 CF). The applicant received a waiver of this requirement on January 28, 2015 during preliminary plan approval.
2. 245-25.A – With regards to the “Drainage Area to Existing Inlet in Driveway,” the “Drainage Area to New System” meets the rate control requirements; however, the overall proposed improvements (Bypass Area and New System Area) do not meet the rate control requirements for Stormwater Management District B-2.

The summary table on page 15 of the Stormwater Calculations shows the overall existing and proposed drainage calculations to the existing inlet in the driveway. The proposed drainage calculations include the proposed detention basin area and the unimpacted bypass area. This table is meant to illustrate that, for all design storms, the net peak runoff to the existing inlet is less after development. According to Section 245-25.A.6, unimpacted areas bypassing the stormwater management facilities are not subject to the management district criteria. The code is met within the project area (summary table on page 30) and is not required to be met when the bypass area is considered.

3. A stormwater structure (i.e., manhole, inlet, etc.) should be provided when storm sewer pipe runs change direction.

Area drains #3 and #4 have been added to the plans, profile and detail sheet at the changes in direction of the detention basin outlet pipe.

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.

General:

1. There is less than 5 feet of horizontal separation between the sanitary sewer extension and the proposed underground detention basin. A minimum of 10 feet of horizontal separation must be provided.

While the sanitary sewer is less than 5 feet of horizontal distance from the proposed underground detention basin, it is approximately 11 feet deeper. The elevation of the bottom of the proposed detention basin is 424.5 while the invert elevation of the sanitary sewer is approximately 413.8. The two systems should not impact each other.

2. The construction sequence located on Sheet C3.0 indicates the Butler Building will be removed. The plans should clearly indicate the existing condition of the Butler Building Wall, and the location and timing of demolition.

Note #4 in the construction sequence has been revised to include the preservation of the existing foundation wall. The building demolition note on Sheet C1.1 has also been updated.

3. The date on the Civil Drawing Schedule on Sheet C0.0 should be revised to 1/30/2015 For Final Approval to be consistent with the dates on the plan sheets.

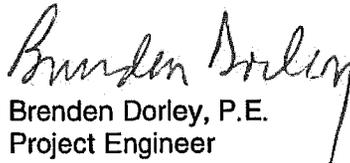
The date in the schedule has been revised to match the date on the plan sheets.

Since the last township submission, additional plan sheets have been added to the project. Enlarged Site Development Plan Sheets C2.1A and C2.1B and Enlarged Site Utilities Plan Sheets C2.2A and C2.2B have been added. These plans have been added to provide additional clarity to the very congested project area.

If you have any questions or need more information, please do not hesitate to call.

Sincerely,

Associated Engineering Consultants, Inc.


Brenden Dorley, P.E.
Project Engineer

Enclosures



MEMORANDUM

Date: February 23, 2015

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: Villanova University – Proposed West End Zone Building
Villanova University – Applicant

Date Accepted: February 2, 2015
90 Day Review: March 3, 2015

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The applicant is proposing to change the existing building footprint of the Butler Annex. The existing building area of 10,773 SF is to be removed and replaced with a new building area of 16,072 SF. The total impervious coverage will increase by 5,339 SF. This project is located in the PI district of the Township.

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Gannett Fleming, Inc.

Valley Forge Corporate Center • 1010 Adams Avenue • Audubon, PA 19403-2402

t: 610.650.8101 • f: 610.650.8190

www.gannettfleming.com

Plans Prepared By: Associated Engineering Consultants Incorporated
Dated: 10/29/2014 and last revised 01/30/2015

I. Zoning

1. §280-69.D – No building or permanent structure, other than a guardhouse or facility which provides controlled access to a property, shall be located less than 120 feet from the street right-of-way line. The existing building setback is 99 feet and the proposed building setback is 99 feet. It is the intent of the applicant to preserve the existing nonforming set back by maintaining the existing foundation wall. This must be shown on the plans.
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Gannett Fleming

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3. A stormwater structure (i.e. manholes, inlet, etc.) should be provided when storm sewer pipe runs change direction.
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.

IV. General

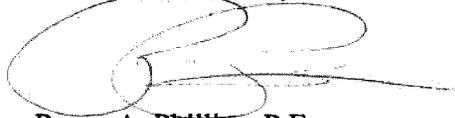
1. There is less than 5 feet of horizontal separation between the sanitary sewer extension and the proposed underground detention basin. A minimum of 10 feet of horizontal separation must be provided.
2. The construction sequence located on sheet C3.0 indicates the Butler Building will be removed. The plans should clearly indicate the existing condition of the Butler Building Wall, and the location and timing of demolition.
3. The date on the civil drawing schedule on Sheet C0.0 should be revised to 1/30/2015 for final approval to be consistent with the dates on the plan sheets.

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

WILLIAM A. SPINGLER
President

JAMES C. HIGGINS
Vice-President

ELAINE P. SCHAEFER

DONALD E. CURLEY

JOHN FISHER

JOHN NAGLE

RICHARD F. BOOKER



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

February 4, 2015

Steven Hildebrand
Villanova University
800 Lancaster Avenue
Villanova, PA 19085

**RE: Land Development Application #2014-D-09 Final Plan Submission
West End Zone Building – Villanova University**

Dear Mr. Hildebrand:

In accordance with Section 255-18 of the Subdivision of Land Code of the Township of Radnor, we have reviewed your final plan application to application to demolish and construct the West End Zone Building at the abovementioned location, and have found it complete. Therefore, I have accepted the application for final plan for review by the Township Staff, Shade Tree Commission, Planning Commission, and Board of Commissioners.

These plans are available for public viewing in the Engineering Department. These plans will be reviewed by the Planning Commission at their meeting on **Monday, March 2, 2014**. Subsequent to the Planning Commission meeting, your plan will be reviewed by the Board of Commissioners. You or your representative should plan to attend all scheduled meetings.

If the Planning Commission takes action, your plan will then be reviewed by the Board of Commissioners at a future meeting. These dates will be provided to you once it is placed on the agenda.

Sincerely,

Roger Phillips, P.E.
Township Engineer

Cc: Associated Engineering Consultants, Inc.



Associated Engineering Consultants Incorporated

485 Devon Park Drive Suite 113 Wayne Pennsylvania 19087 tel 610 688 3980 fax 610 688 4566

January 30, 2015

Mr. Roger Phillips
Township Engineer
c/o Radnor Township
301 Iven Avenue
Wayne, PA 19087

**Re: Villanova University
West End Zone Building Project
Final Land Development Submission
AEC Project No.: 0300.014**

Dear Mr. Phillips:

On behalf of the Applicant, Villanova University, Associated Engineering Consultants, Inc., is hereby submitting the following documents for final land development approval:

- 24"x36" Final Land Development Plans, consisting of 14 sheets, dated January 30, 2015 (25 total copies, including 8 copies signed and notarized)
- 11"x17" Final Land Development Plans, consisting of 14 sheets, dated January 30, 2015 (15 total copies)
- Stormwater Management Report, dated January 30, 2015 (2 copies)
- Radnor Township Land Development Application
- \$1,550 Radnor Township Application Fee
- \$10,000 Radnor Township Escrow Fee
- Delaware County Planning Commission Application for Act 247 Review
- \$1,375 Delaware County Planning Commission Application Fee
- CD containing PDFs of all submission items

The applicant is requesting the following two waivers from the SALDO and Stormwater Ordinance regarding transportation impact studies and groundwater recharge requirements:

1. From Section 255-20.B(5) of the SALDO Code regarding transportation impact studies. The applicant requests that the requirement to provide a transportation impact study be waived since neither the student nor staff populations will increase as a result of this project.
2. From Section 245-22.A.2.C of the Stormwater Ordinance regarding groundwater recharge requirements. The applicant requests that the requirement to infiltrate runoff from the impervious areas be waived since the infiltration rate at the site is zero.

These Final Land Development Submission plans include a newly added 600 square foot planting strip in front of the proposed building, which was not on the previously submitted plans. The Zoning Schedule on Sheet C0.1 has been updated to reflect the reduced impervious.

Mr. Roger Phillips
Re: Villanova University West End Zone Building
Final Land Development Submission
January 30, 2015
Page 2 of 2

If you have any questions or need more information, please do not hesitate to contact me.

Sincerely,

Associated Engineering Consultants, Inc.



Brenden Dorley, PE
Project Engineer

Enclosures

cc: File

F:\AEC_Projects\0300\01400\Corres\Ltr Radnor 2015-01-30 Final Land Dev Sub.doc

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 800 Lancaster Avenue, Villanova

Zoning District Pi Application No. _____
(Twp. Use)

Fee \$1,550 Ward No. 7-1 Is property in HARB District No

Applicant: (Choose one) Owner _____ Equitable Owner X

Name Villanova University

Address 800 Lancaster Avenue, Villanova, PA 19085

Telephone (610) 519-4589 Fax (610) 519-6903 Cell (610) 348-5349

Email steven.hildebrand@villanova.edu

Designer: (Choose one) Engineer X Surveyor _____

Name Associated Engineering Consultants, Inc.

Address 485 Devon Park Drive, Suite 113, Wayne, PA 19087

Telephone (610) 688-3980 Fax (610) 688-4566

Email kmcmanuels@aeceng.net

Area of property 225 acres Area of disturbance 0.7 acres

Number of proposed buildings 1 Proposed use of property Institutional

Number of proposed lots 0

Plan Status: Sketch Plan _____ Preliminary _____ 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.

No.

Are there any infringements of Chapter 280 (Zoning), and if so what and why?

No.

Individual/Corporation/Partnership Name
Villanova University

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

Robert H Morro

Print Name

Robert H. Morro, PE

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.

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 Villanova University E-mail steven.hildebrand@villanova.edu

Address 800 Lancaster Avenue, Villanova, PA 19085 Phone (610) 519-4589

Name of Development West End Zone Building

Municipality Radnor Township

ARCHITECT, ENGINEER, OR SURVEYOR

Name of Firm Associated Engineering Consultants, Inc. Phone (610) 688-3980

Address 485 Devon Park Drive, Suite 113, Wayne, PA 19087

Contact Karen McManuels E-mail kmcmanuels@aeceng.net

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 type="checkbox"/> Private Sewerage	<input type="checkbox"/> Private Sewerage	<input type="checkbox"/> Wetlands
<input type="checkbox"/> Subdivision	<input checked="" 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 type="checkbox"/> Private Water	<input type="checkbox"/> Private Water	<input type="checkbox"/> Steep Slopes

Zoning District PI - Planned Institutional

Tax Map # 36 / 24 / 033

Tax Folio # 36 / 04 / 02400 / 10

STATEMENT OF INTENT
WRITING "SEE ATTACHED PLAN" IS NOT ACCEPTABLE.

Existing and/or Proposed Use of Site/Buildings:

The proposed West End Zone Building will expand the facilities for Villanova University's athletics programs.

Neither the student nor staff populations will increase as a result of this project

Total Site Area	<u>225</u>	Acres
Size of All Existing Buildings	<u>1,274,565</u>	Square Feet
Size of All Proposed Buildings	<u>16,072</u>	Square Feet
Size of Buildings to be Demolished	<u>10,733</u>	Square Feet

Robert Morro
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 _____

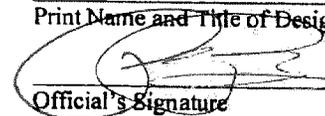
Municipal request for DCPD staff comments prior to DCPC meeting, to meet municipal meeting date:

Actual Date Needed _____

IMPORTANT: If previously submitted, show assigned DCPD File # _____

ROGER PHILIPS PE TRP LMG
Print Name and Title of Designated Municipal Official

610-650-8101
Phone Number


Official's Signature

2-5-15
Date

FOR DCPD USE ONLY

Review Fee: Check # _____ Amount \$ _____ Date Received _____

Applications with original signatures must be submitted to DCPD.

VILLANOVA UNIVERSITY

PROPOSED WEST END ZONE BUILDING

FINAL LAND DEVELOPMENT RESUBMISSION

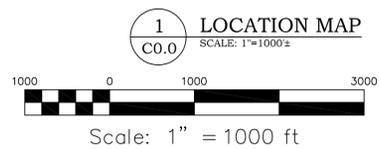
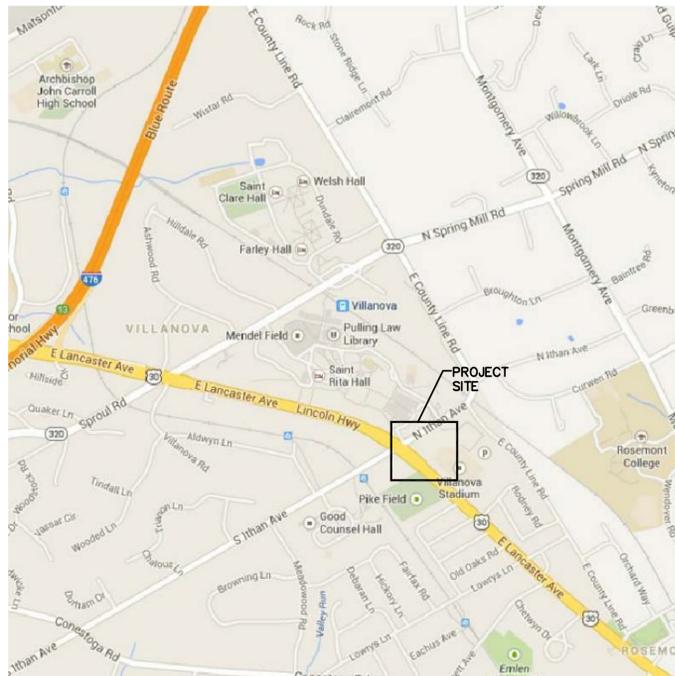
800 LANCASTER AVENUE
 VILLANOVA, PENNSYLVANIA 19085
 RADNOR TOWNSHIP, DELAWARE COUNTY



PROJECT

VILLANOVA UNIVERSITY
 PROPOSED WEST END ZONE BUILDING
 800 EAST LANCASTER AVENUE
 VILLANOVA, PENNSYLVANIA 19085
 RADNOR TOWNSHIP, DELAWARE COUNTY

DATE	REVISION
10/29/14	PRELIM/FINAL APPROVAL
12/05/14	RESUBMISSION
01/30/15	FINAL APPROVAL
03/02/15	RESUBMISSION



DRAWING NUMBER	DRAWING TITLE	DATE	ISSUE							
			10/29/14	12/05/14	01/30/15	03/02/15				
C0.0	COVER SHEET									
C0.1	OVERALL CAMPUS PLAN									
C0.2	ATHLETICS CAMPUS PLAN									
C1.1	EXISTING CONDITIONS & DEMOLITION PLAN									
C1.2	EXISTING UTILITIES DEMOLITION PLAN									
C1.3	SOIL EROSION CONTROL PLAN									
C2.1	SITE DEVELOPMENT PLAN									
C2.1A	ENLARGED SITE DEVELOPMENT PLAN									
C2.1B	ENLARGED SITE DEVELOPMENT PLAN									
C2.2	SITE UTILITIES PLAN									
C2.2A	ENLARGED SITE UTILITIES PLAN									
C2.2B	ENLARGED SITE UTILITIES PLAN									
C3.0	SOIL EROSION CONTROL NOTES AND GENERAL NOTES									
C3.1	SOIL EROSION CONTROL SECTIONS AND DETAILS									
C3.2	SITE SECTIONS AND DETAILS									
C3.3	STORMWATER SECTIONS AND DETAILS									
C3.4	SANITARY SECTIONS AND DETAILS									
C3.5	SITE UTILITIES SECTIONS AND DETAILS									
AS.1	BUTLER ANNEX WALL SECTIONS									

WAIVER REQUESTED:
 THE FOLLOWING WAIVERS ARE BEING REQUESTED BY THE APPLICANT:
 1. SECTION 255-20.B(5) OF THE SALDO CODE REGARDING TRANSPORTATION IMPACT STUDIES. THE APPLICANT REQUESTS THAT THE REQUIREMENT TO PROVIDE A TRANSPORTATION IMPACT STUDY BE WAIVED SINCE NEITHER THE STUDENT NOR STAFF POPULATIONS WILL INCREASE AS A RESULT OF THIS PROJECT.
 2. SECTION 245-22.A.2.C OF THE STORMWATER ORDINANCE REGARDING GROUNDWATER RECHARGE REQUIREMENTS. THE APPLICANT REQUESTS THAT THE REQUIREMENT TO INFILTRATE RUNOFF FROM THE IMPERVIOUS AREAS BE WAIVED SINCE THE INFILTRATION RATE AT THE SITE IS ZERO.

- PROPERTY NOTES:**
- SITE OWNER: VILLANOVA UNIVERSITY
 - SITE ADDRESS: 800 LANCASTER AVENUE VILLANOVA, PA 19085
 - CONTACT INFORMATION: JIM MATTHEWS, PROJECT MANAGER (610) 519-4425
 - SITE TAX MAP INFORMATION: PORTION OF TAX MAP #36-24-033 PORTION OF PARCEL #36-04-02400-10

Commonwealth of Pennsylvania SS
 County of _____
 On this, the ____ day of _____, 20____, before me, the undersigned officer, personally appeared _____ who being duly sworn according to law, deposes and says that he is the owner or equitable owner of the property shown on this plan, that the land development plan thereof was made at his direction and that he acknowledges the same to be his act and plan and desires the same to be recorded as such according to law.
 Witness my hand and seal the day and date above written.

 (Signature of Individual)

 Notary Public or other Officer
 My Commission expires _____

SHEET TITLE

COVER SHEET

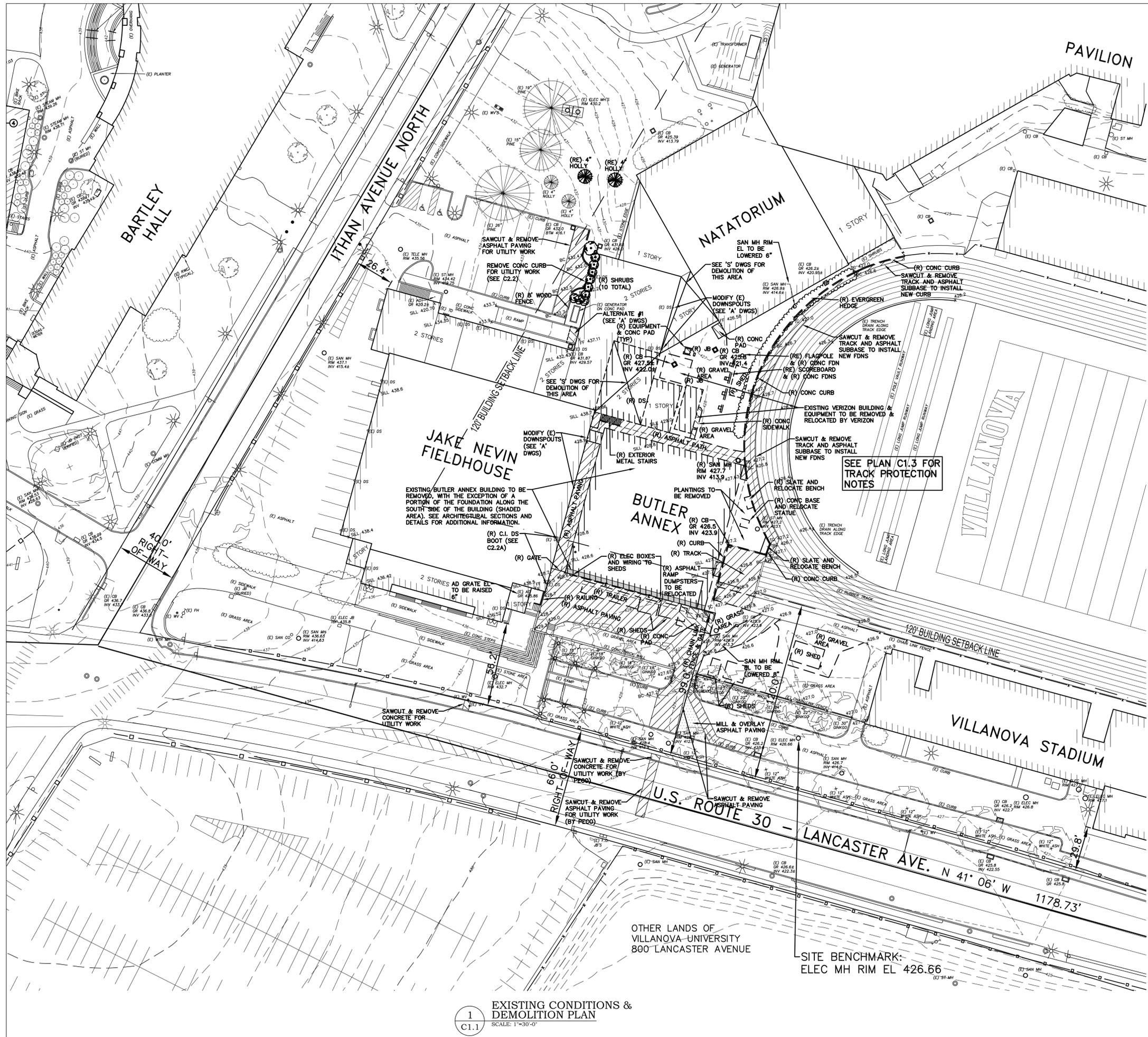
DRAWN BY: BJD
 CHECKED BY: KRM

SHEET NO.

C0.0

SHEET NO. 1 OF 18

PROJECT NO. 0300.014
 DATE: OCTOBER 29, 2014



LEGEND
EXISTING TO REMAIN
EXISTING TO BE DEMOLISHED

- GRADE LINE - - - - -
- SPOT ELEVATION x 142.0
- CATCH BASIN & INLET
- MANHOLE
- CLEAN OUT OR VALVE
- UTILITY POLE
- LIGHT POLES:
 - GOTHIC
 - SHOEBOX
- FIRE HYDRANT
- SIGNAGE
- BUILDING FOOTPRINT
- ASPHALT PAVING & CURBING
- CONCRETE
- SCARIFY
- TREES AND SHRUBS

ABBREVIATIONS

- (E) EXISTING TO REMAIN
- (R) EXISTING TO BE RELOCATED
- (R) REMOVE EXISTING
- (RE) RELOCATE EXISTING
- (N) NEW
- (NL) NEW LOCATION OF EXISTING

TREE AND SHRUB REMOVAL NOTES:

1. TWO 4" HOLLY TREES LOCATED ALONG THE ITHAN AVENUE SIDE OF THE BUILDING ARE PROPOSED TO BE REMOVED AND REPLANTED.
2. TEN SHRUBS ALONG THE ITHAN AVENUE SIDE OF THE BUILDING AND AN EVERGREEN HEDGE ALONG THE TRACK ARE PROPOSED TO BE REMOVED.
3. NO TREES GREATER THAN 6" CALIPER ARE PROPOSED TO BE REMOVED FOR THIS PROJECT.

Associated Engineering Consultants Incorporated
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www.aecinc.com

SEAL
DAVID C. BRANDT
REGISTERED PROFESSIONAL ENGINEER
27452-E
PENNSYLVANIA

PROJECT
VILLANOVA UNIVERSITY
PROPOSED WEST END ZONE BUILDING
800 EAST LANCASTER AVENUE
VILLANOVA, PENNSYLVANIA 19085
RADNOR TOWNSHIP, DELAWARE COUNTY

DATE	REVISION
10/29/14	PRELIM/FINAL APPROVAL
12/05/14	PER SHADE TREE COMMENTS
12/05/14	RESUBMISSION
01/30/15	FINAL APPROVAL
03/02/15	RESUBMISSION

SHEET TITLE
EXISTING CONDITIONS & DEMOLITION PLAN

DRAWN BY: BJD
CHECKED BY: KRM

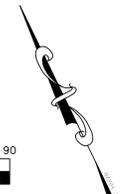
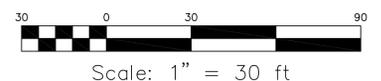
SHEET NO.

C1.1

SHEET NO. 4 OF 18

PROJECT NO. 0300.014
DATE: OCTOBER 29, 2014

1 EXISTING CONDITIONS & DEMOLITION PLAN
SCALE: 1"=30'-0"





LEGEND

	EXISTING TO REMAIN	EXISTING TO BE DEMOLISHED
STORM SEWER	ST	ST
SANITARY SEWER	SAN	SAN
WATER SERVICE	WS	WS
STEAM	S	S
COMMUNICATIONS	COMM	COMM
ELECTRIC SERVICE	E	E
GAS SERVICE	G	G
CHILLED WATER SUPPLY	CHWS	CHWS
CHILLED WATER RETURN	CHWR	CHWR
CATCH BASIN & INLET	□	□
MANHOLE	○	○
CLEAN OUT OR VALVE	○	○
UTILITY POLE	○	○
LIGHT POLE	⊗	⊗
FIRE HYDRANT	⊕	⊕

ABBREVIATIONS

(E)	EXISTING TO REMAIN
(ER)	EXISTING TO BE RELOCATED
(R)	REMOVE EXISTING
(RE)	RELOCATE EXISTING
(N)	NEW
(NL)	NEW LOCATION OF EXISTING

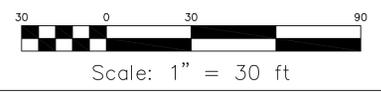
NOTE:
THE EXACT SIZE AND DEPTH OF THE EXISTING SANITARY SEWER THAT RUNS ALONG THE NORTHEAST WALL OF THE BUTLER ANNEX HAS NOT BEEN VERIFIED IN THE LOCATION OF NEW SANITARY MANHOLE #1. SEE PLANS C2.2 AND C2.2A FOR ADDITIONAL INFORMATION.

NOTE:
THE LOCATIONS OF EXISTING UNDERGROUND UTILITIES ARE SHOWN IN AN APPROXIMATE WAY ONLY AND HAVE NOT BEEN INDEPENDENTLY VERIFIED BY THE OWNER OR ITS REPRESENTATIVES. THE CONTRACTOR SHALL DETERMINE THE EXACT LOCATIONS OF ALL EXISTING UTILITIES BEFORE COMMENCING WORK AND AGREES TO BE FULLY RESPONSIBLE FOR ANY AND ALL DAMAGES WHICH MAY OCCUR BY THE CONTRACTOR'S FAILURE TO EXACTLY LOCATE AND PRESERVE ANY AND ALL UNDERGROUND UTILITIES.

Serial Number: 20141320513

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

NOTE:
AT LEAST 3 DAYS BEFORE STARTING ANY EARTH DISTURBANCE ACTIVITY, ALL CONTRACTORS INVOLVED SHALL NOTIFY THE PA ONE CALL SYSTEM INC. AT 1-800-242-1776 FOR BURIED UTILITIES LOCATIONS.



1 EXISTING UTILITIES DEMOLITION PLAN
SCALE: 1"=30'-0"

ec
Associated Engineering Consultants Incorporated
488 Devon Park Drive Suite 113 Wayne Pennsylvania 19387 Tel: 610 688 3880 Fax: 610 688 4566
www.aecinc.net

Civil Structural HVAC Plumbing Electrical Fire Protection

SEAL

PROJECT

VILLANOVA UNIVERSITY
PROPOSED WEST END ZONE BUILDING
800 EAST LANCASTER AVENUE
VILLANOVA, PENNSYLVANIA 19085
RADNOR TOWNSHIP, DELAWARE COUNTY

DATE	REVISION
10/29/14	PRELIM/FINAL APPROVAL
12/05/14	RESUBMISSION
01/30/15	FINAL APPROVAL
03/02/15	RESUBMISSION

SHEET TITLE

EXISTING UTILITIES DEMOLITION PLAN

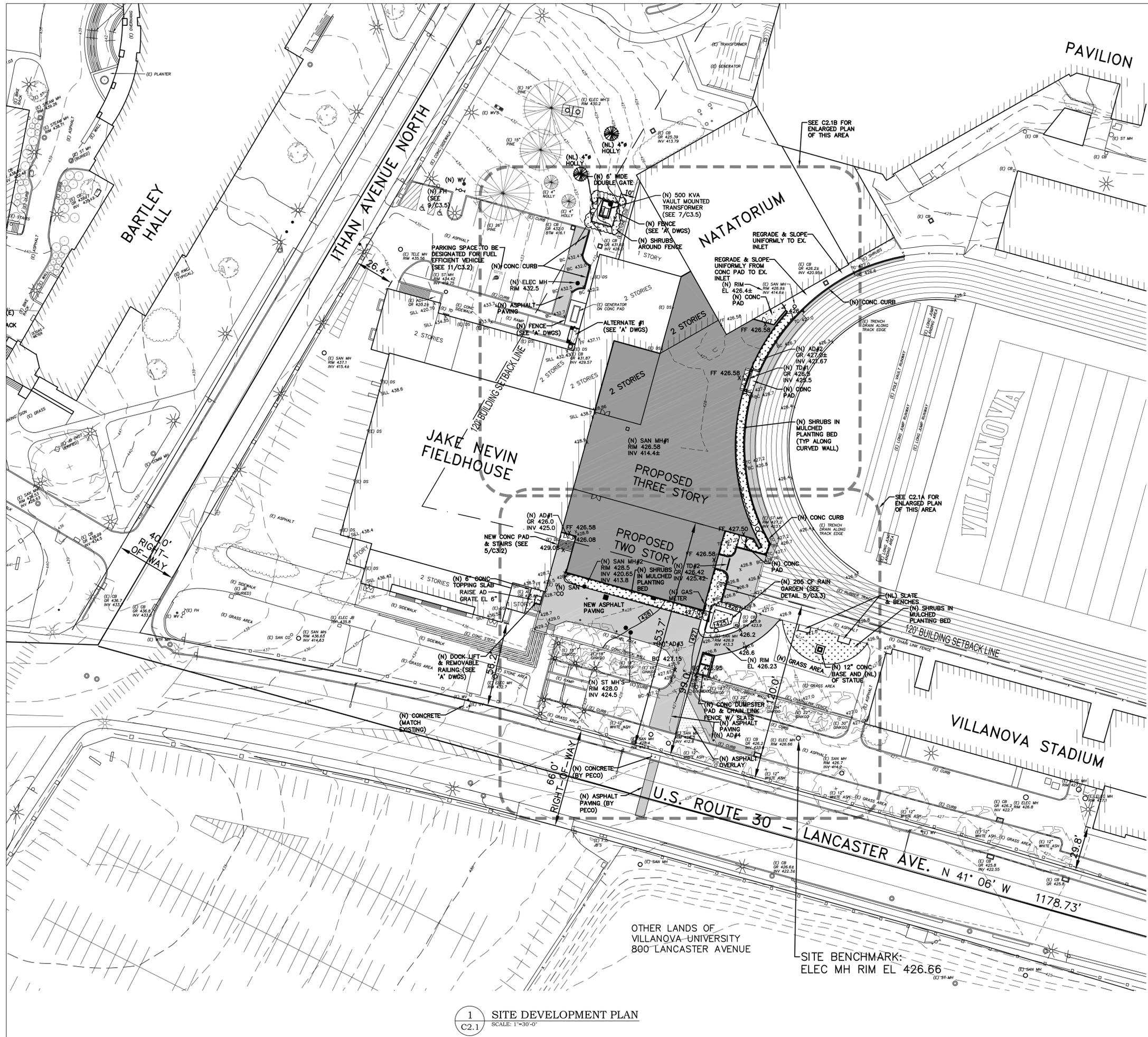
DRAWN BY: BJD
CHECKED BY: KRM

SHEET NO.

C1.2

SHEET NO. 5 OF 18

PROJECT NO. 0300.014
DATE: OCTOBER 29, 2014



LEGEND

	EXISTING TO REMAIN	PROPOSED
GRADE LINE	-142-	142
SPOT ELEVATION	x 142.0	x 142.0
CATCH BASIN & INLET	□	■
MANHOLE	○	●
CLEAN OUT OR VALVE	○	●
UTILITY POLE	○	●
LIGHT POLES:		
-GOTHIC	⊛	⊛
-SHOEBOX	⊛	⊛
-GLOBE	⊛	⊛
FIRE HYDRANT	⊛	⊛
SIGNAGE	⊛	⊛
BUILDING FOOTPRINT	▨	▨
ASPHALT PAVING	▨	▨
ASPHALT OVERLAY	▨	▨
CONCRETE	▨	▨
TREES AND SHRUBS	⊙	⊙

ABBREVIATIONS

(E)	EXISTING TO REMAIN
(ER)	EXISTING TO BE RELOCATED
(R)	REMOVE EXISTING
(RE)	RELOCATE EXISTING
(N)	NEW
(NL)	NEW LOCATION OF EXISTING

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 www.aecinc.com

SEAL
 REGISTERED PROFESSIONAL ENGINEER
 DAVID C. BRANDT
 27452-E
 PENNSYLVANIA

PROJECT
VILLANOVA UNIVERSITY
 PROPOSED WEST END ZONE BUILDING
 800 EAST LANCASTER AVENUE
 VILLANOVA, PENNSYLVANIA 19085
 RADNOR TOWNSHIP, DELAWARE COUNTY

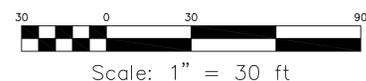
DATE	REVISION
10/29/14	PRELIM/FINAL APPROVAL
12/05/14	RESUBMISSION
01/30/15	FINAL APPROVAL
03/02/15	RESUBMISSION

SHEET TITLE
SITE DEVELOPMENT PLAN

DRAWN BY: BJD
 CHECKED BY: KRM

SHEET NO.
C2.1
 SHEET NO. 7 OF 18
 PROJECT NO. 0300.014
 DATE: OCTOBER 29, 2014

NOTE:
 A GRADING PLAN AND EROSION AND SEDIMENT CONTROL PLAN SHALL BE SUBMITTED AND APPROVED PRIOR TO ISSUANCE OF THE BUILDING PERMIT.

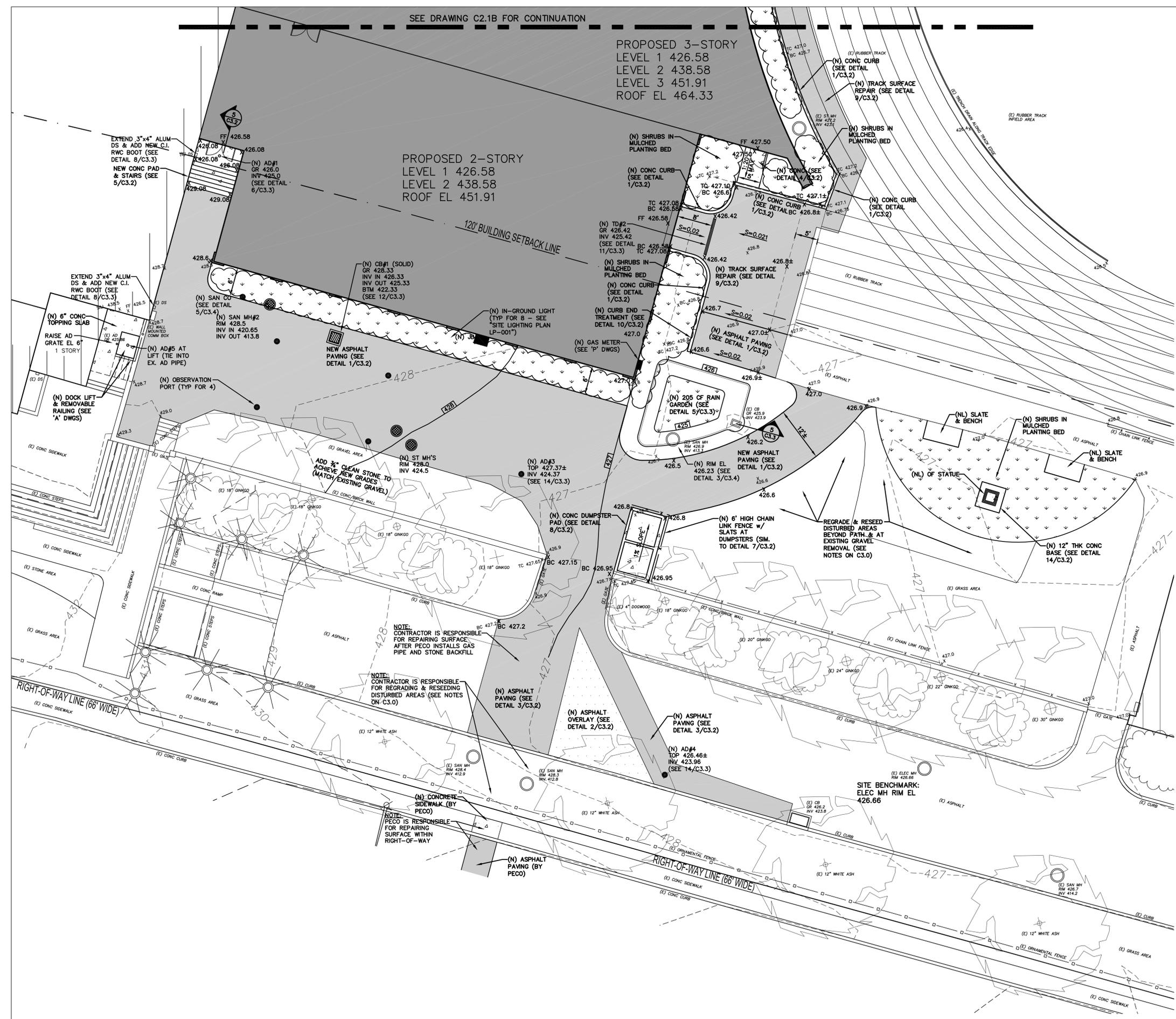


SEE DRAWING C2.1B FOR CONTINUATION

PROPOSED 3-STORY
LEVEL 1 426.58
LEVEL 2 438.58
LEVEL 3 451.91
ROOF EL 464.33

PROPOSED 2-STORY
LEVEL 1 426.58
LEVEL 2 438.58
ROOF EL 451.91

120' BUILDING SETBACK LINE



LEGEND

	EXISTING TO REMAIN	PROPOSED
GRADE LINE	-142-	142
SPOT ELEVATION	x 142.0	x 142.0
CATCH BASIN & INLET MANHOLE	⊙	●
CLEAN OUT OR VALVE	○	•
UTILITY POLE	⊕	⊕
LIGHT POLES:		
-GOTHIC	⊙	⊙
-SHOEBOX	⊙	⊙
-GLOBE	⊙	⊙
FIRE HYDRANT	⊕	⊕
SIGNAGE	⊕	⊕
BUILDING FOOTPRINT	▨	▨
ASPHALT PAVING	▨	▨
ASPHALT OVERLAY	▨	▨
CONCRETE	▨	▨
TREES AND SHRUBS	⊙	⊙

ABBREVIATIONS

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- (N) NEW
- (NL) NEW LOCATION OF EXISTING

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PENNSYLVANIA

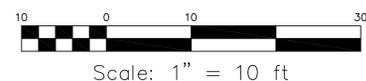
PROJECT
VILLANOVA UNIVERSITY
PROPOSED WEST END ZONE BUILDING
800 EAST LANCASTER AVENUE
VILLANOVA, PENNSYLVANIA 19085
RADNOR TOWNSHIP, DELAWARE COUNTY

DATE	REVISION
03/02/15	RESUBMISSION

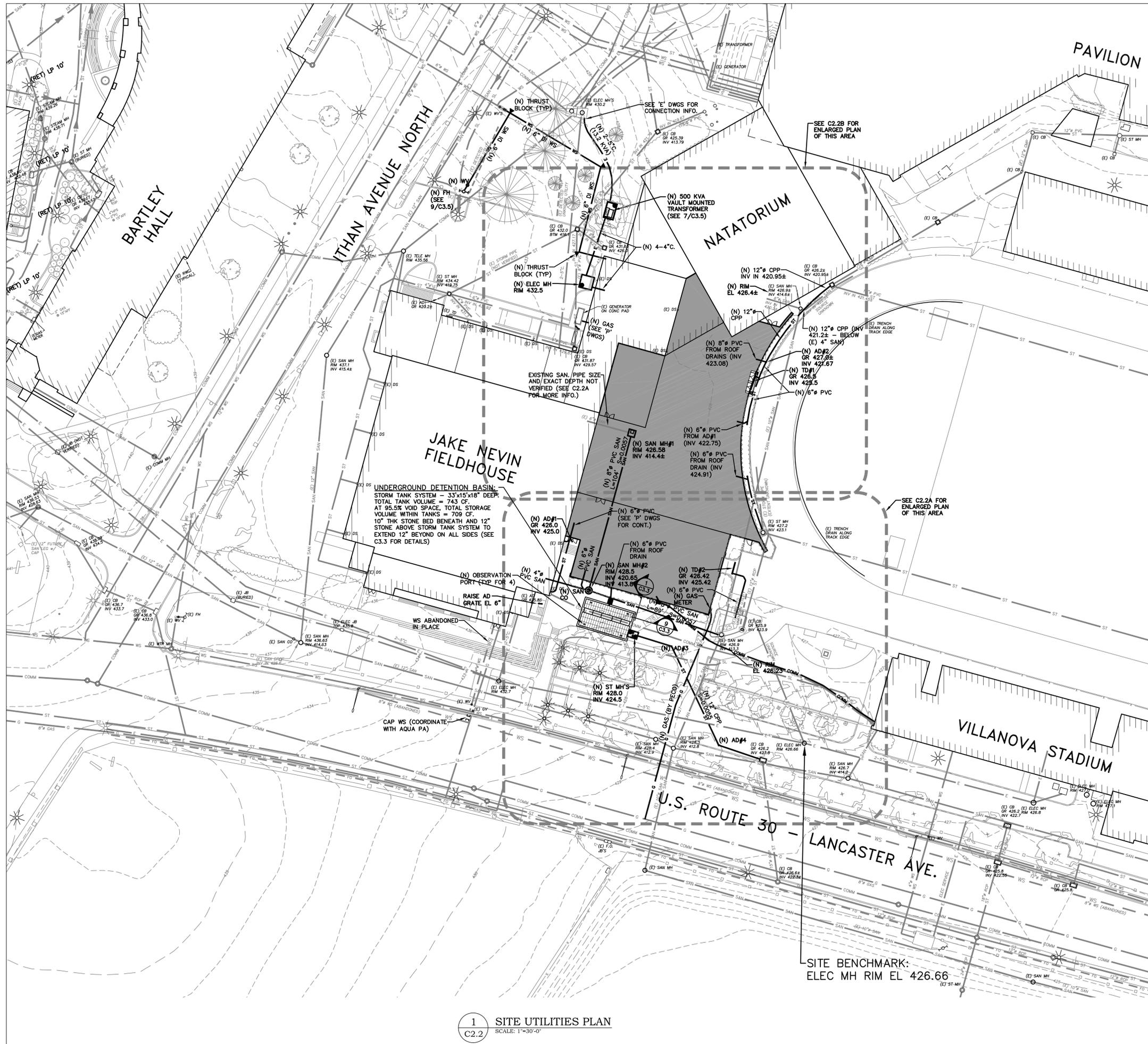
SHEET TITLE
ENLARGED SITE DEVELOPMENT PLAN

DRAWN BY: BJD
CHECKED BY: KRM

SHEET NO.
C2.1A
SHEET NO. 8 OF 18
PROJECT NO. 0300.014
DATE: OCTOBER 29, 2014



1 ENLARGED SITE DEVELOPMENT PLAN
SCALE: 1"=10'-0"



LEGEND

EXISTING TO REMAIN	PROPOSED
ST	ST
SAN	SAN
WS	WS
S	S
COMM	COMM
E	E
G	G
CHWS	CHWS
CHWR	CHWR
CB	CB
MH	MH
CO	CO
UP	UP
LP	LP
FH	FH

ABBREVIATIONS

- (E) EXISTING TO REMAIN
- (ER) EXISTING TO BE RELOCATED
- (R) REMOVE EXISTING
- (RE) RELOCATE EXISTING
- (N) NEW
- (NL) NEW LOCATION OF EXISTING

1 SITE UTILITIES PLAN
SCALE: 1"=30'-0"

TOWNSHIP ACCESS NOTE:

The Property Owner allows Radnor Township access to the stormwater management facilities for inspection purposes.

NOTES:

- A. No person shall modify, remove, fill, landscape, or alter any existing stormwater control or BMP, unless it is part of an approved maintenance program, without the written approval of the municipality.
- B. No person shall place any structure, fill, landscaping, or vegetation into a stormwater control or BMP or within a drainage easement which would limit or alter the functioning of the stormwater control or BMP without the written approval of the municipality.

STORMWATER MANAGEMENT FACILITIES - MAINTENANCE REQUIREMENTS:

The Property Owner is responsible for ownership and maintenance of the stormwater facilities. The maintenance responsibilities for the stormwater management facilities shall include, but not be limited to: mowing all lawn areas; cutting all weeds and overgrown vegetation; maintaining stable side slopes; maintaining the berm and outlet structure; inspecting the basin once a year and after each storm event greater than 100 years to ensure none of the orifices are clogged; flushing the basin every two years to prevent the build up of debris and sediment; clearing and disposing of all debris, utilizing a vacuum truck as necessary; repairing any problems associated with erosion; maintaining all stormwater pipes, swales, catch basins, manholes and orifices; maintaining an unobstructed flow of stormwater through the outlet structure; and maintaining the design capacity of the stormwater management facility.

I acknowledge that the stormwater controls and the BMP's are fixtures that can be altered or removed only after approval by the municipality.

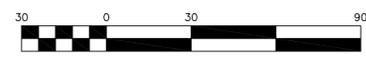
Landowner

I hereby acknowledge that any revision to the approved drainage plan must be approved by the municipality, and that a revised erosion and sediment control plan must be submitted to the Conservation District for a determination of adequacy.

Applicant

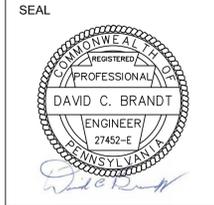
I hereby certify that the drainage plan meets all design standards and criteria of the Radnor Township Stormwater Management Ordinance.

David C. Brandt, PE



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www.aecnet.net

Professional Engineer
DAVID C. BRANDT
ENGINEER
27452-E
PENNSYLVANIA



PROJECT

VILLANOVA UNIVERSITY
PROPOSED WEST END ZONE BUILDING
800 EAST LANCASTER AVENUE
VILLANOVA, PENNSYLVANIA 19085
RADNOR TOWNSHIP, DELAWARE COUNTY

DATE	REVISION
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03/02/15	RESUBMISSION

SHEET TITLE

SITE UTILITIES PLAN

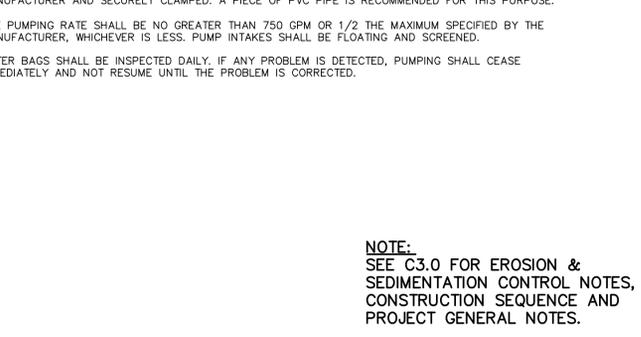
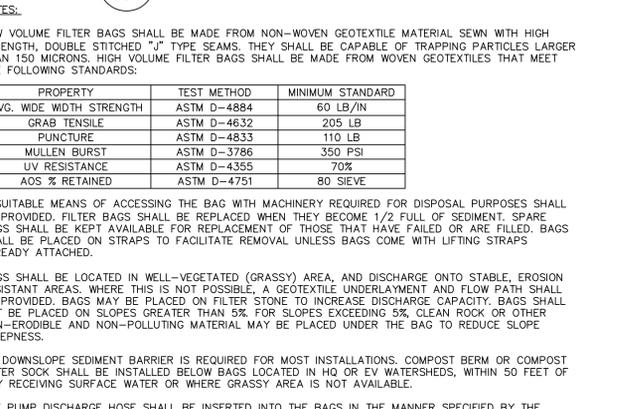
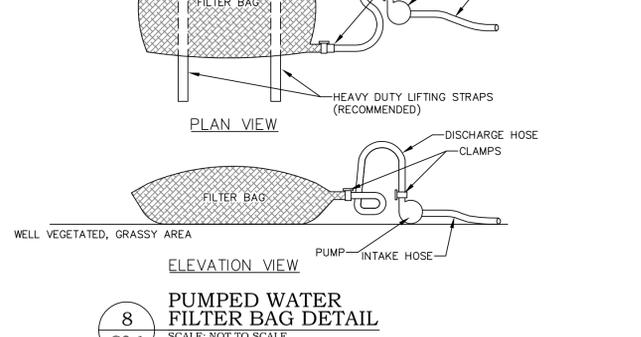
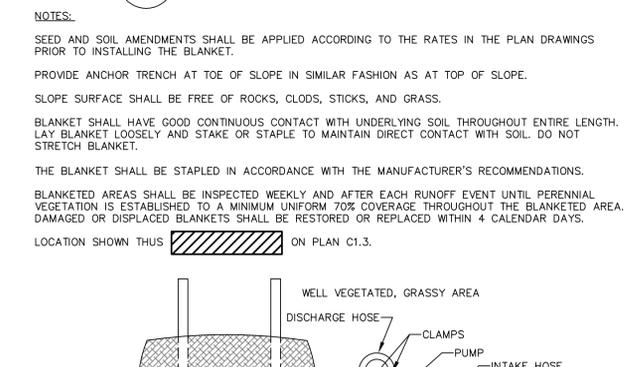
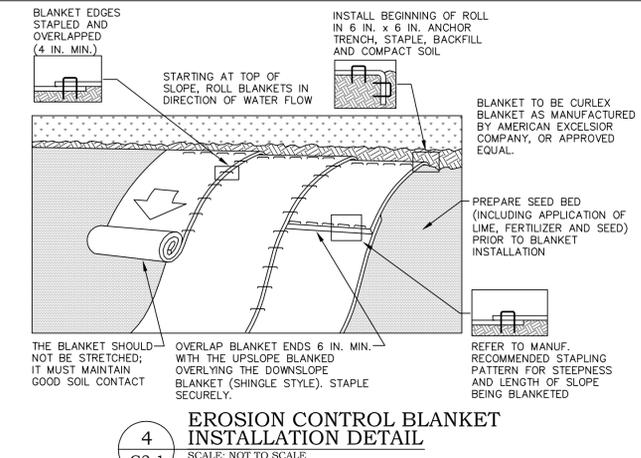
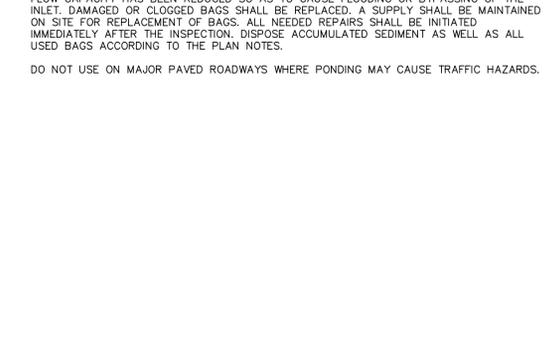
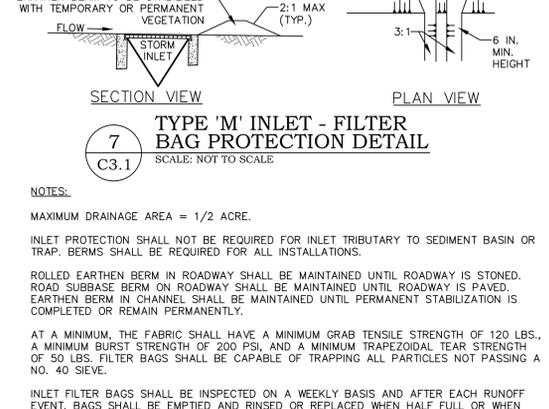
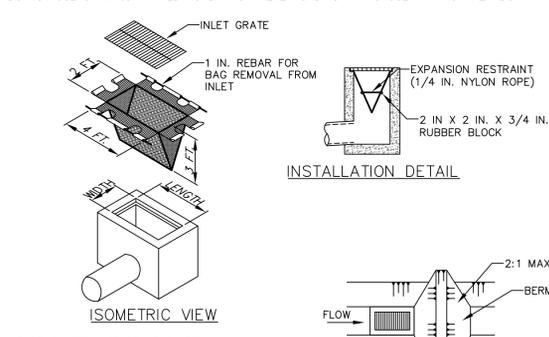
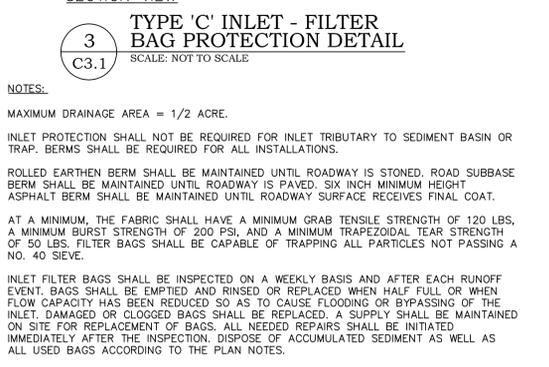
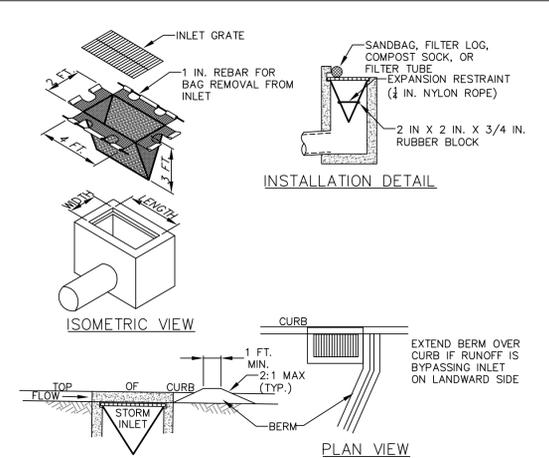
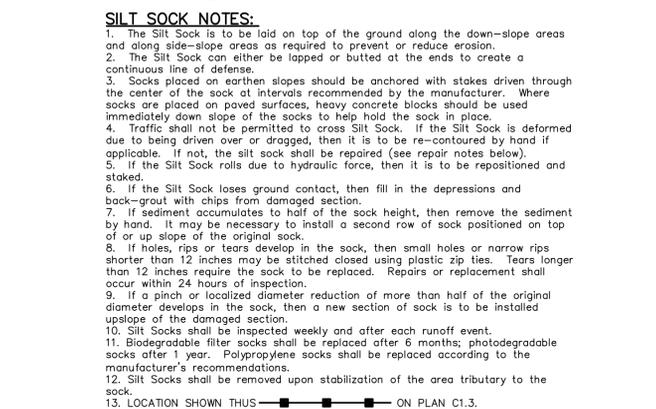
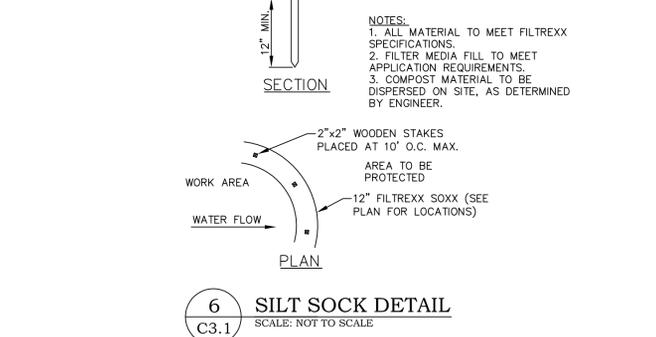
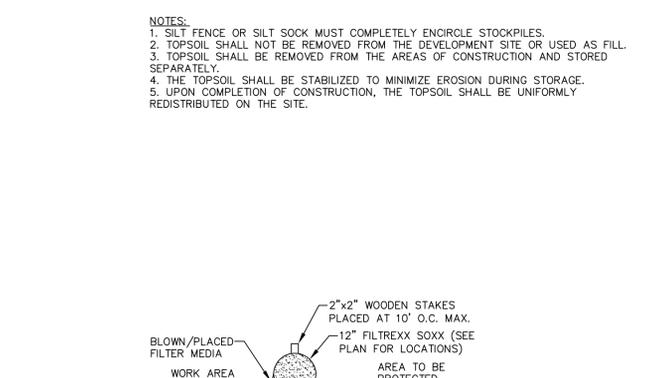
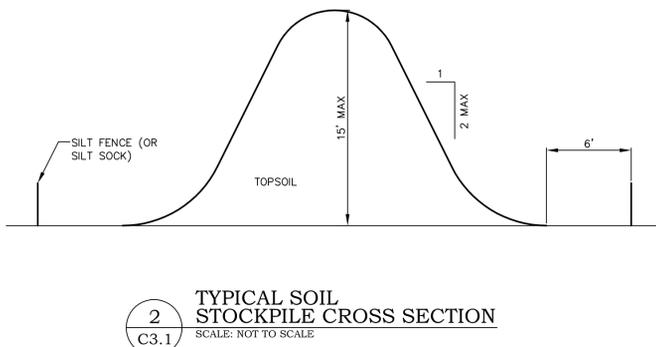
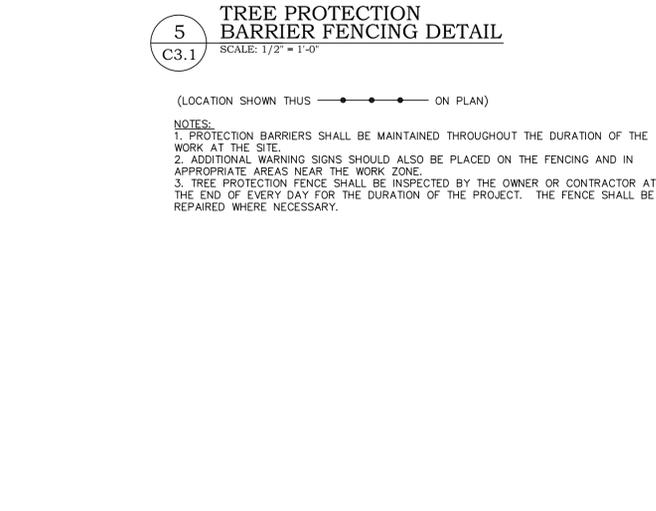
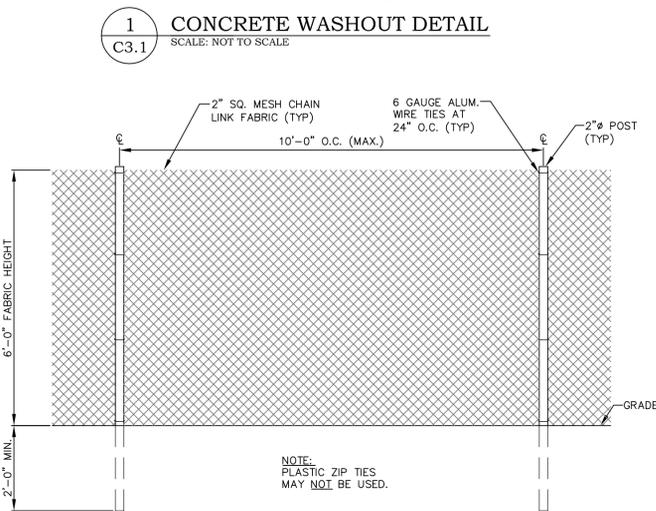
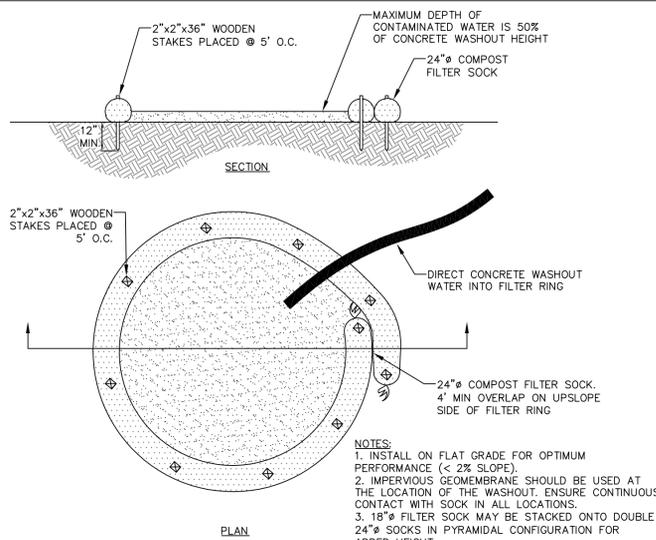
DRAWN BY: BJD
CHECKED BY: KRM

SHEET NO.

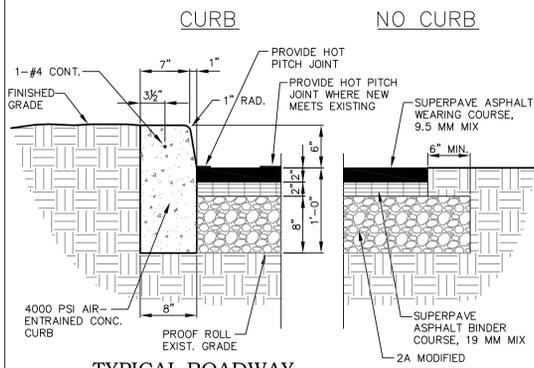
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SHEET NO. 10 OF 18

PROJECT NO. 0300.014
DATE: OCTOBER 29, 2014

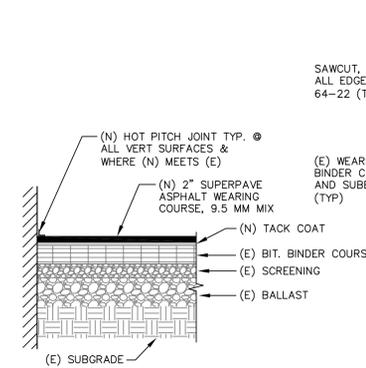


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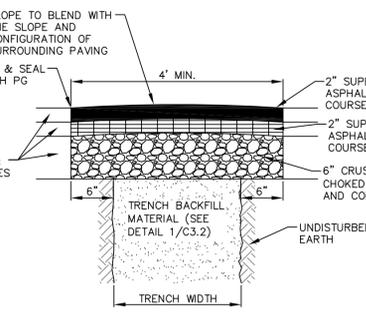
1 TYPICAL ROADWAY CONSTRUCTION DETAIL
SCALE: 1" = 1'-0"

NOTES:
1. PROVIDE 1/2" EXPANSION JOINT THRU CURB @ 20'-0" O.C. w/ 1/2" PREM. FILLER IN JOINT. STOP REINF. ON EACH SIDE OF JOINT.
2. WEARING COURSE TO BE 2" MIN. SUPERPAVE ASPHALT MIXTURE DESIGN, HMA WEARING COURSE, PG 64-22, 3.0 TO 10.0 MILLION ESALS, 9.5 MM MIXTURE, SRL-E
3. BINDER COURSE TO BE 2" MIN. SUPERPAVE ASPHALT MIXTURE DESIGN, HMA BINDER COURSE, PG 64-22, 3.0 TO 10.0 MILLION ESALS, 19 MM MIXTURE.
4. ASPHALT TO BE DELIVERED & INSTALLED AS PER PENNDOT REQUIREMENTS.
5. LOCATION SHOWN THUS ON PLANS.



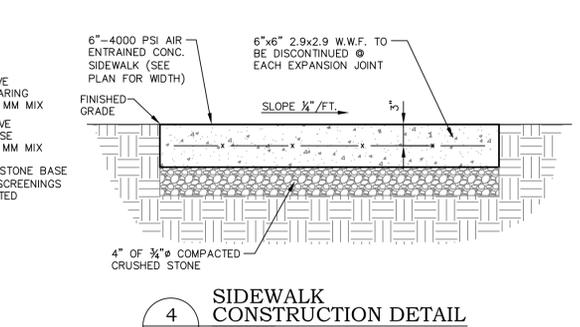
2 TYPICAL ASPHALT OVERLAY DETAIL
SCALE: 1/2" = 1'-0"

NOTES:
1. SCARIFY 1/2" MIN. OFF EXISTING PAVEMENT.
2. OLD WEARING SURFACE TO NEW WEARING SURFACE MUST BE SEALED 100% WITH HOT ASPHALT.
3. LOCATION SHOWN THUS ON PLANS.



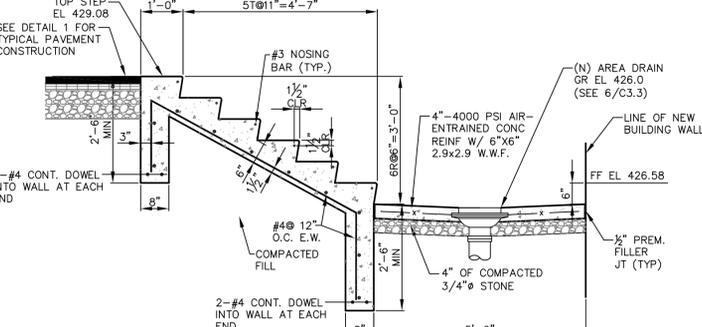
3 TYPICAL PAVEMENT RECONSTRUCTION DETAIL
SCALE: NOT TO SCALE

NOTE:
NEW PAVEMENT THICKNESSES TO MATCH EXISTING.



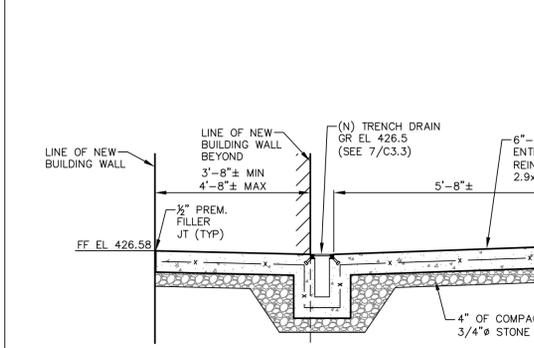
4 SIDEWALK CONSTRUCTION DETAIL
SCALE: 1" = 1'-0"

NOTES:
1. ALL SIDEWALKS TO BE SCORED EVERY 5'-0" & 1/2" PREM. FILLER EXPANSION JOINTS TO OCCUR @ 20'-0" O.C.



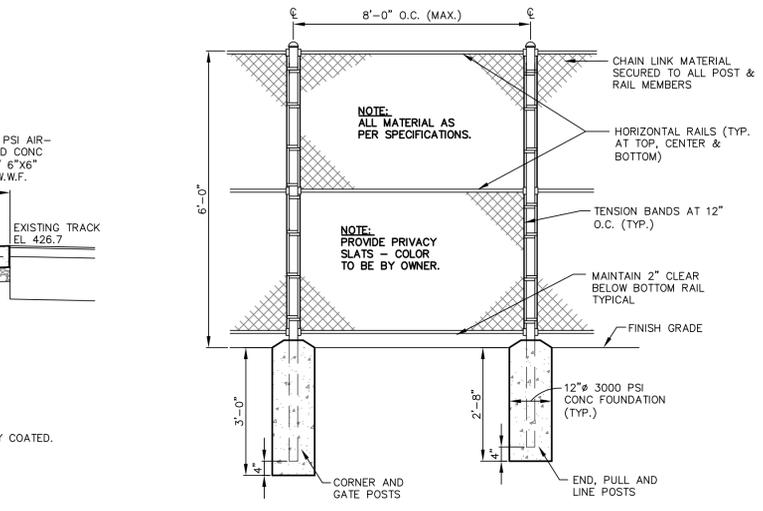
5 STAIR SECTION
SCALE: 1/2" = 1'-0"

NOTES:
1. ALL CONCRETE IS TO BE 4500 PSI @ 28 DAYS.
2. ALL REINF. STEEL IS TO BE ASTM A65 GRADE 60 EPOXY COATED.
3. ALL EXPOSED CONCRETE SHALL HAVE A BROOM FINISH.



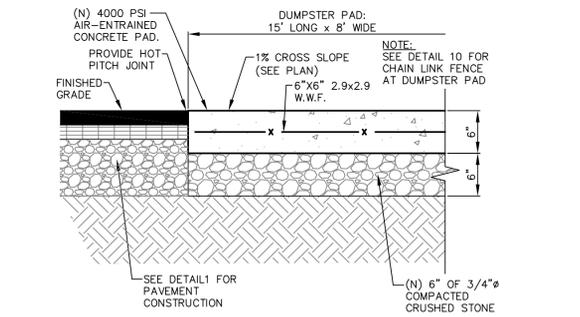
6 SECTION
SCALE: 1/2" = 1'-0"

NOTES:
1. ALL CONCRETE IS TO BE 4500 PSI @ 28 DAYS.
2. ALL REINF. STEEL IS TO BE ASTM A65 GRADE 60 EPOXY COATED.
3. ALL EXPOSED CONCRETE SHALL HAVE A BROOM FINISH.

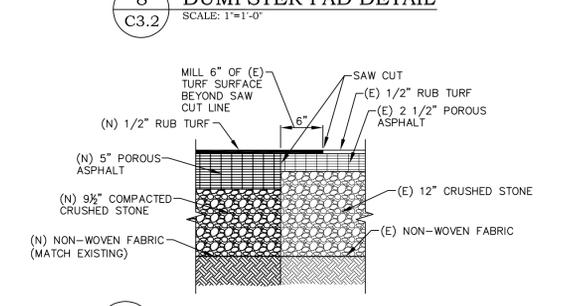


7 CHAIN LINK FENCE DETAIL
SCALE: NOT TO SCALE

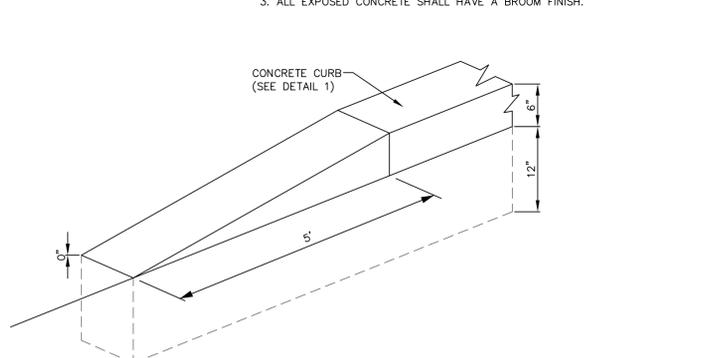
GENERAL NOTES:
1. Provide trees and shrubs as shown and specified. The work includes:
a. Soil preparation.
b. Trees and shrubs.
c. Mulch and planting accessories.
2. Comply with sizing and grading standards of the latest edition of "American Standard for Nursery Stock." A plant shall be dimensioned as it stands in its natural position.
3. Stock furnished shall be at least the minimum size indicated. Larger stock is acceptable, at the discretion of the Contractor, provided that the larger plants will not be cut back to size indicated. Provide plants indicated by two measurements so that only a maximum of 25% are of the minimum size indicated and 75% are of the maximum size indicated.
4. Do not prune trees and shrubs before delivery. Protect bark, branches, and root systems from sun scald, drying, sweating, whipping, and other handling and tying damage. Do not bend or bind-tie trees or shrubs in such a manner as to destroy their natural shape. Provide protective covering of exterior plants during delivery. Do not drop exterior plants during delivery.
5. Deliver exterior plants after preparations for planting have been completed and install immediately. If planting is delayed more than six hours after delivery, set exterior plants trees in shade, protect from weather and mechanical damage, and keep roots moist.
6. Warrant plant material (except annuals) to remain alive and be in healthy, vigorous condition for a period of 1 year after completion and acceptance of entire project.
7. Replace, in accordance with the drawings and specifications, all plants that are dead or, as determined by the Owner's Representative, are unhealthy or unsightly condition, and have lost their natural shape due to dead branches, or other causes due to the Contractor's negligence. The cost of such replacement(s) is at Contractor's expense. Warrant all replacement plants for 1 year after installation.
8. Plants: Provide plants typical of their species or variety, with normal, densely-developed branches and vigorous, fibrous root systems. Provide only sound, healthy, vigorous plants free from defects, distorting knots, sun scald injuries, frost cracks, abrasions of the bark, plant diseases, insect eggs, borers, and all forms of infestations. All plants shall have a fully developed form without voids and open spaces. Plants held in storage will be rejected if they show signs of growth during storage.
9. Dig balled and burlapped plants with firm, natural balls of earth of sufficient diameter and depth to encompass the fibrous and feeding root system necessary for full recovery of the plant. Provide ball sizes complying with the latest edition of the "American Standard for Nursery Stock." Cracked or mushroomed balls are not acceptable.
10. The height of the trees, measured from the crown of the roots to the top of the top branch, shall not be less than the minimum size designated in the plant list. The caliper of the trees, measured 12" from the root ball for trees 4" caliper and up, and 6" from the base for those up to 4" caliper, shall not be less than the minimum size designated in the plant list.
11. Shrubs shall meet the requirements for spread and height indicated in the plant list.
a. The measurements for height shall be taken from the ground level to the height of the top of the plant and not the longest branch.
b. Single stemmed or thin plants will not be accepted.
c. Side branches shall be generous, well-twigged, and the plant as a whole well-bush to the ground.
d. Plants shall be in a moist, vigorous condition, free from dead wood, bruises, or other root or branch injuries.
12. Do not cut the leader of evergreen tree species.
13. Planting mix for shrub beds shall be sandy loam with added material to create a light and airy well-drained growing medium. Acceptable additives include Canadian peat moss, sphagnum moss, vermiculite, perlite, coarse sand, porous aggregates such as expanded slate, topsoil or decomposed bark humus, and composted leaf mold. Recommended composition: 10% fine sand; 10% coarse sand (.05 millimeter to .1 millimeter builder's sand); 30% topsoil; 25% clay; 25% organic matter (peat moss, bark humus, and/or leaf mold). The pH shall be between 5.5 and 6.8. If necessary, the Contractor may adjust pH by adding aluminum sulfate or agricultural ground limestone.
a. Planting mixture is to be mixed off-site, analyzed and approved prior to delivery.
14. Topsoil: Fertile, friable, natural topsoil of loamy character, without admixture of subsoil material, obtained from a well-drained arable site, reasonably free from clay lumps, coarse sands, stones, plants, roots, sticks, and other foreign materials, with acidity range of between pH 6.0 and 6.5.
a. Provide topsoil free of substances harmful to the plants that will be grown in the soil.
b. If necessary, the Contractor may adjust pH by adding aluminum sulfate or agricultural ground limestone. After the addition of the additive, a sample of the mixture shall again be analyzed to determine that its incorporation has corrected the pH to meet the specification. The contractor shall furnish a one cubic foot sample of the corrected topsoil to the Landscape Architect at least two weeks prior to the anticipated use of the topsoil.
15. Wood Mulch: 6 month old well rotted double shredded native hardwood bark mulch not larger than 4" in length and 1/2" in width, free of woodchips and sawdust.
16. Fertilizer:
a. Plant Fertilizer Type "A": Commercial type, containing 5% nitrogen, 10% phosphoric acid, and 5% potash by weight, 1/4 of ammonia salt, and 1/2 in form of organic nitrogen.
b. Plant Fertilizer Type "B": Approved acid-base fertilizer. Granular, non-burning product composed of not less than 50% organic slow acting, guaranteed analysis professional fertilizer.
c. Starter fertilizer containing 20% nitrogen, 26% phosphoric acid, and 6% potash by weight, or similar approved composition.
17. Anti-Desiccant: Protective film emulsion providing a protective film over plant surfaces; permeable to permit transpiration, such as "Wilt-Pruf" manufactured by Nursery Products Specialties, Co., Croton Falls, New York. Mixed and applied in accordance with manufacturer's instructions.
18. Water: Free of substances harmful to plant and seed growth. Hoses or other methods of transportation furnished by Contractor unless agreed to by Owner.
19. Stakes for Staking tree: Hardwood, 2"x2"x8'-0" long.
20. Staking and Guying Hose: webbed flexible type, i.e. as available from CAMB GUARDS, part #92-113, from Kesick & Son, M/A Products (610)698-5353, or ARBORTAPE from NEPTCO (John Caprio) (800)354-5445 Ext. 298.
21. Examine finish surfaces, grades, topsoil quality, and depth. Examine proposed planting areas and conditions of installation. Do not start planting work until unsatisfactory conditions are corrected.
22. Locate plants as indicated or as approved in the field after staking by the Contractor. If obstructions are encountered that are not shown on the drawings, do not proceed with planting operations until alternate plant locations have been selected.
23. Excavate plant pits as noted on the details, except for plants specifically indicated to be planted in planters. Provide shrub pits at least 8" greater than the diameter of the root system and 18" greater for the tree. Depth of pit shall accommodate the root system. Provide undisturbed subgrade to hold root ball at nursery grade as shown on the drawings. If excavated materials are suitable for reuse on site, place at a location as directed by the Owner's Representative. If unsuitable or not able to be used, remove excavated materials from the site.
24. Provide pre-mixed planting mixture for use around the balls and roots of the plants consisting of planting topsoil and 1/2 lb. plant fertilizer Type "A" for each cu. yd. of mixture.
25. Set plant material in the planting pit to proper grade and alignment. Set plants upright, plumb, and faced to give the best appearance or relationship to each other or adjacent structure. Set plant material 1"-2" above the finish grade. No filling will be permitted around trunks or stems. Backfill the pit with planting mixture. Do not use frozen or muddy mixtures for backfilling.
26. After balled and burlapped plants are set, muddle planting soil mixture around bases of balls and fill all voids.
a. Remove all burraps, ropes, and wires from the tops of balls.
27. Mulching: Mulch tree and shrub beds with required mulching material 2" deep immediately after planting. Thoroughly water mulched areas. After watering, rake mulch to provide a uniform finished surface.
28. Guying and staking:
a. When high winds or other conditions that may effect tree survival or appearance occur, the Owner's Representative may require immediate staking or guying.
b. Stake and guy the deciduous trees which are over 3" caliper.
29. Pruning:
a. Prune branches of deciduous trees, after planting, to balance the loss of roots and preserve the natural character appropriate to the particular plant requirements. In general, remove 1/4 to 1/3 of the leaf bearing buds. Remove or cut back broken, damaged, and unsymmetrical growth of new wood. Do not cut leader.
b. Prune evergreens only to remove broken or damaged branches.



8 NEW CONCRETE DUMPSTER PAD DETAIL
SCALE: 1" = 1'-0"

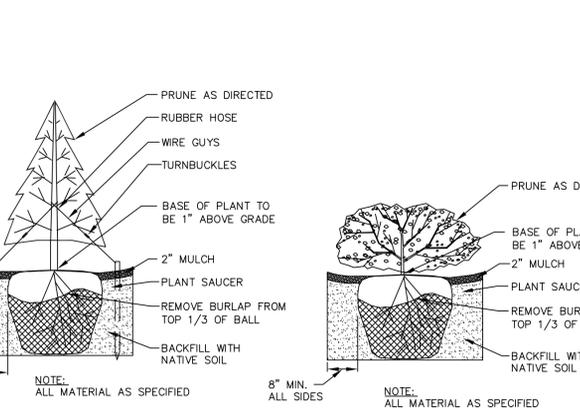


9 TYPICAL TRACK REPAIR DETAIL
SCALE: 1" = 1'-0"



10 CONCRETE CURB END TREATMENT DETAIL
SCALE: NOT TO SCALE

30. Maintain planting for a period of at least 60 days after completion of planting operations or until all plants are sufficiently recovered from transplanting and in a healthy growing condition acceptable to the Owner's Representative.
31. Maintenance shall include pruning, cultivating, weeding, watering, and application of appropriate insecticides and fungicides necessary to maintain plants free of insects and disease.
a. Re-set settled plants to proper grade and position.
b. Tighten and repair guy wires and stakes as required.
c. Correct defective work as soon as possible after deficiencies become apparent and weather and season permit.
d. Water tree and shrubs within the first 24 hours of initial planting, and not less than twice per week until acceptance at the end of the maintenance period.
32. Perform cleaning during installation of the work and upon completion of the work. Remove from site all excess materials, soils, debris, and equipment. Repair damage resulting from planting operations.

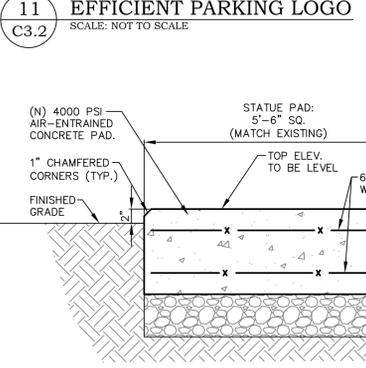


12 TYPICAL EVERGREEN TREE PLANTING DETAIL
SCALE: NOT TO SCALE

13 TYPICAL SHRUB PLANTING DETAIL
SCALE: NOT TO SCALE



11 ALTERNATIVE TRANSPORTATION - LOW-EMITTING AND FUEL EFFICIENT PARKING LOGO
SCALE: NOT TO SCALE



14 STATUE CONCRETE PAD DETAIL
SCALE: 1" = 1'-0"

NOTES:
1. SECURE STATUE TO CONCRETE PAD IN THE SAME WAY AS EXISTING CONDITION.

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SEAL

PROJECT

VILLANOVA UNIVERSITY
PROPOSED WEST END ZONE BUILDING
800 EAST LANCASTER AVENUE
VILLANOVA, PENNSYLVANIA 19085
RADNOR TOWNSHIP, DELAWARE COUNTY

DATE	REVISION
10/29/14	PRELIM/FINAL APPROVAL
12/05/14	RESUBMISSION
01/30/15	FINAL APPROVAL
03/02/15	RESUBMISSION

SHEET TITLE

SITE SECTIONS AND DETAILS

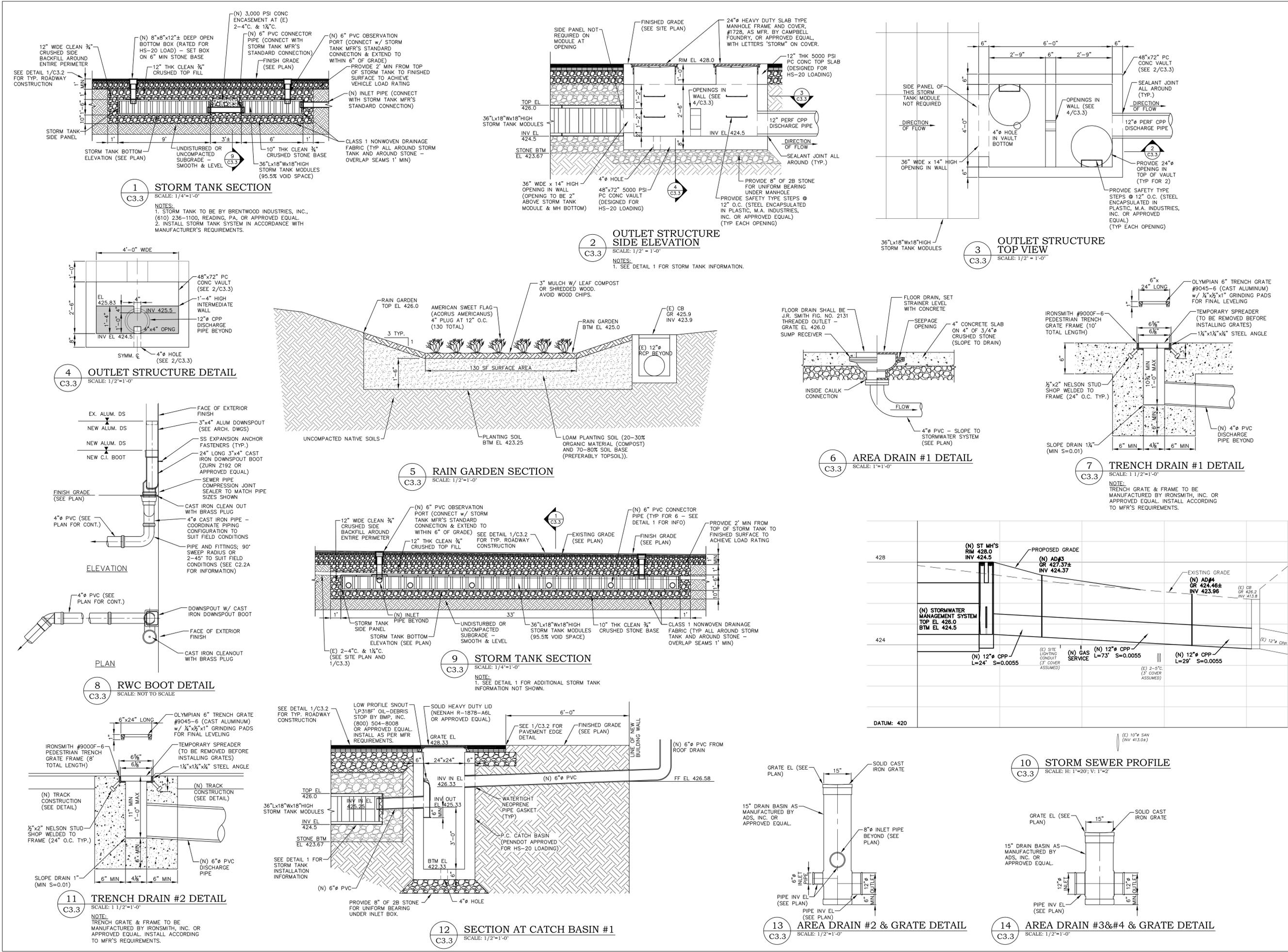
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CHECKED BY: KRM

SHEET NO.

C3.2

SHEET NO. 15 OF 18

PROJECT NO. 0300.014
DATE: OCTOBER 29, 2014



PROJECT

VILLANOVA UNIVERSITY
PROPOSED WEST END ZONE BUILDING
800 EAST LANCASTER AVENUE
VILLANOVA, PENNSYLVANIA 19085
RADNOR TOWNSHIP, DELAWARE COUNTY

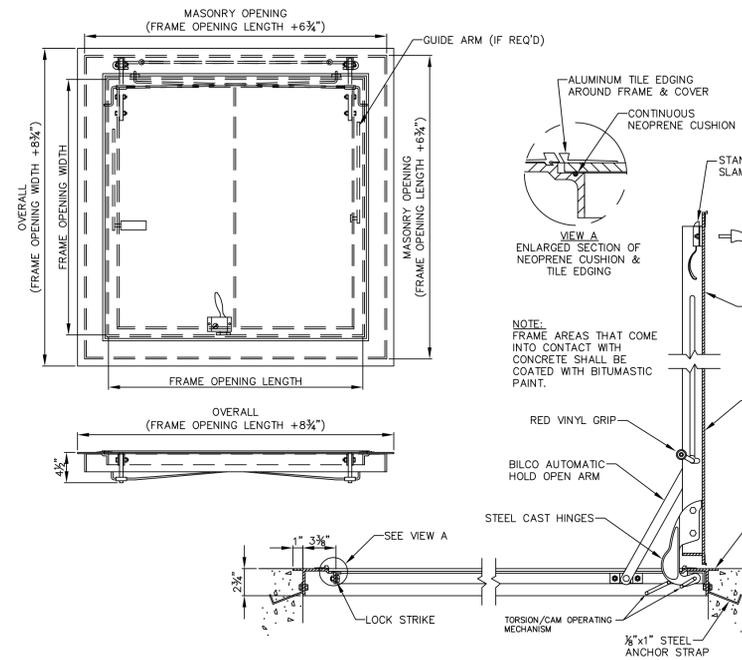
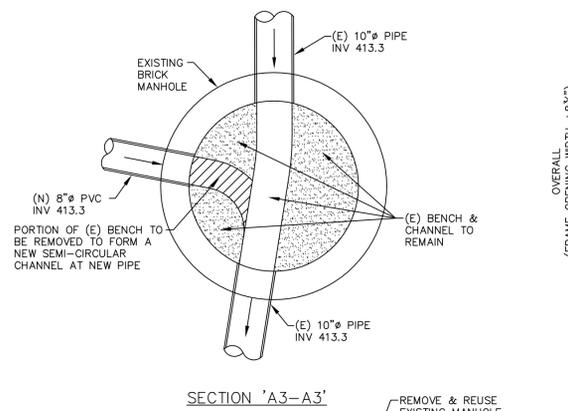
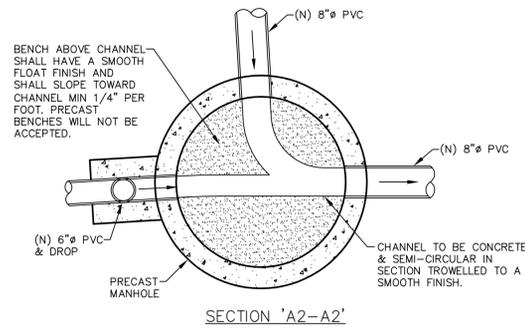
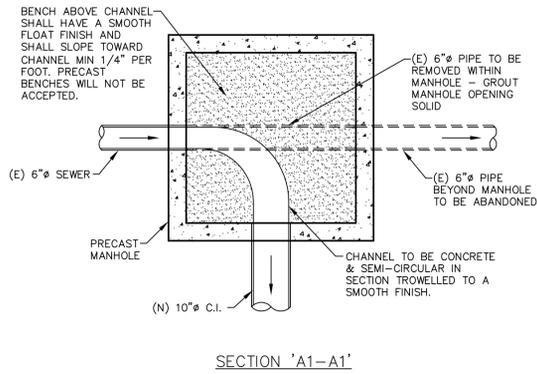
DATE	REVISION
10/29/14	PRELIM/FINAL APPROVAL
12/05/14	RESUBMISSION
01/30/15	FINAL APPROVAL
03/02/15	RESUBMISSION

SHEET TITLE
STORMWATER SECTIONS AND DETAILS

DRAWN BY: BJD
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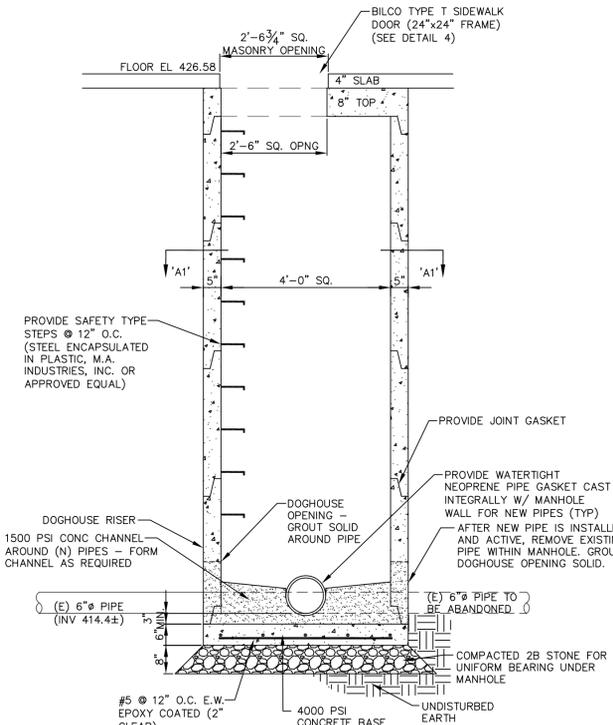
SHEET NO.

C3.3



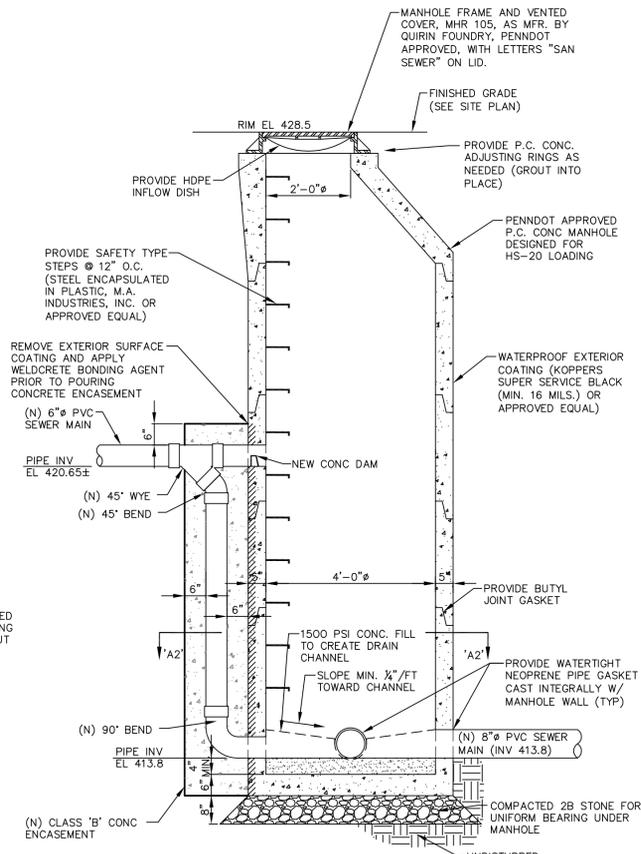
4
C3.4
BILCO TYPE 'T' SIDEWALK DOOR DETAIL
SCALE: NOT TO SCALE

NOTES:
1. SINGLE LEAF ACCESS DOOR TO BE TYPE T-1 (24"x24" FRAME OPENING) INTERIOR DOOR BY THE BILCO COMPANY, OR APPROVED EQUAL.
2. INSTALL PER MANUFACTURER'S REQUIREMENTS.



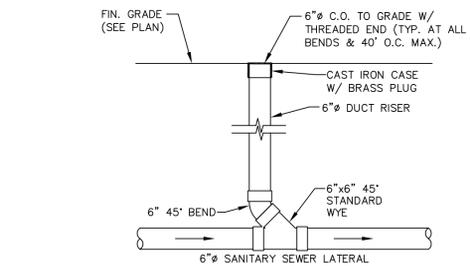
1
C3.4
SANITARY MANHOLE #1 (DOGHOUSE) SECTION
SCALE: 1/2" = 1'-0"

NOTES:
1. MANHOLE, FRAME & LID TO BE DESIGNED FOR PENNDOT HS-20 LOADING.
2. SHOP DRAWING TO BE SUBMITTED FOR APPROVAL PRIOR TO ORDERING NEW MANHOLE, FRAME & LID.



2
C3.4
SANITARY MANHOLE #2 SECTION
SCALE: 1/2" = 1'-0"

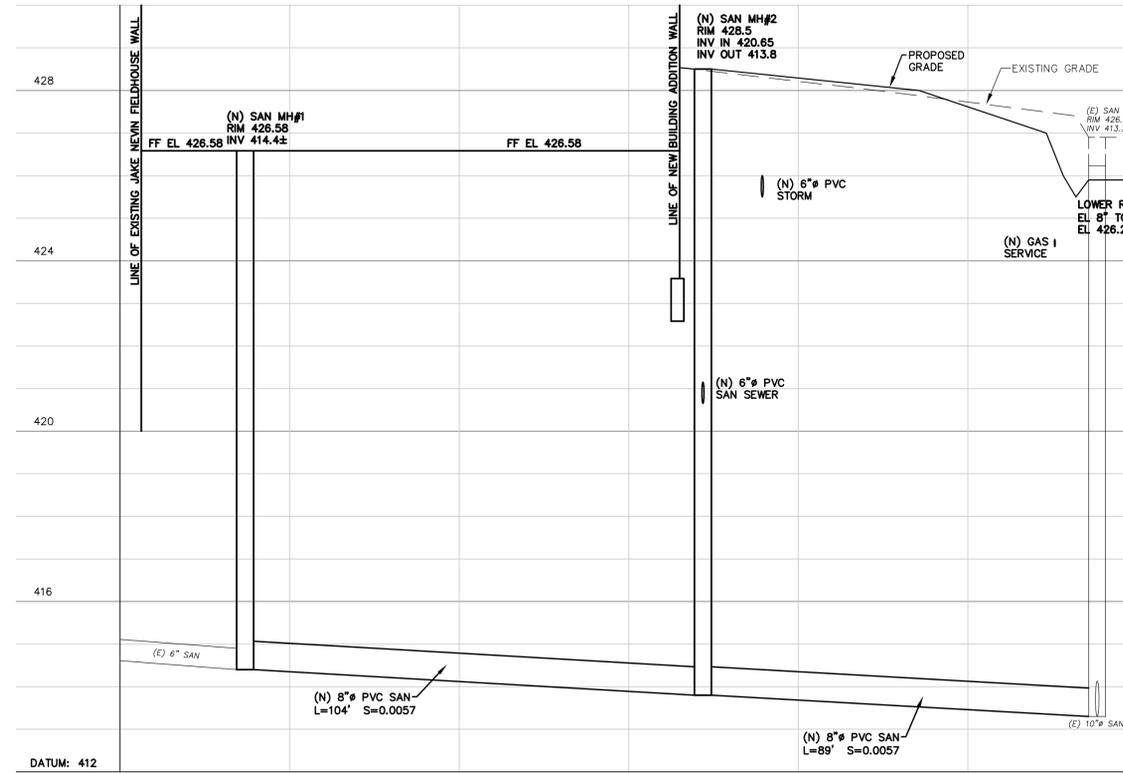
NOTES:
1. MANHOLE, FRAME & LID TO BE DESIGNED FOR PENNDOT HS-20 LOADING.
2. SHOP DRAWING TO BE SUBMITTED FOR APPROVAL PRIOR TO ORDERING NEW MANHOLE, FRAME & LID.



5
C3.4
TYPICAL SANITARY CLEAN OUT ELEVATION
SCALE: 1/2" = 1'-0"



3
C3.4
DETAIL AT EXISTING SANITARY MANHOLE
SCALE: 1/2" = 1'-0"



6
C3.4
SANITARY SEWER PROFILE
SCALE: H: 1"=20'; V: 1"=2'

DATE	REVISION
10/29/14	PRELIM/FINAL APPROVAL
12/05/14	RESUBMISSION
01/30/15	FINAL APPROVAL
03/02/15	RESUBMISSION

SHEET TITLE

SANITARY SECTIONS AND DETAILS

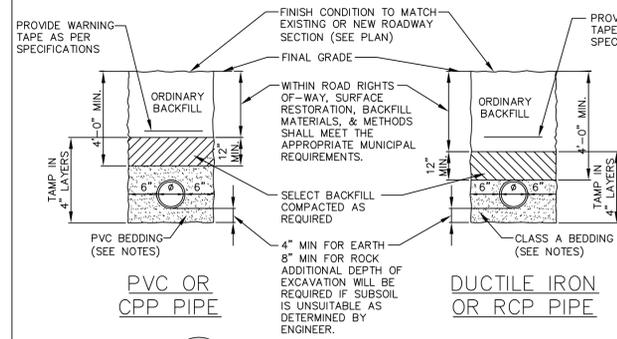
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SHEET NO.

C3.4

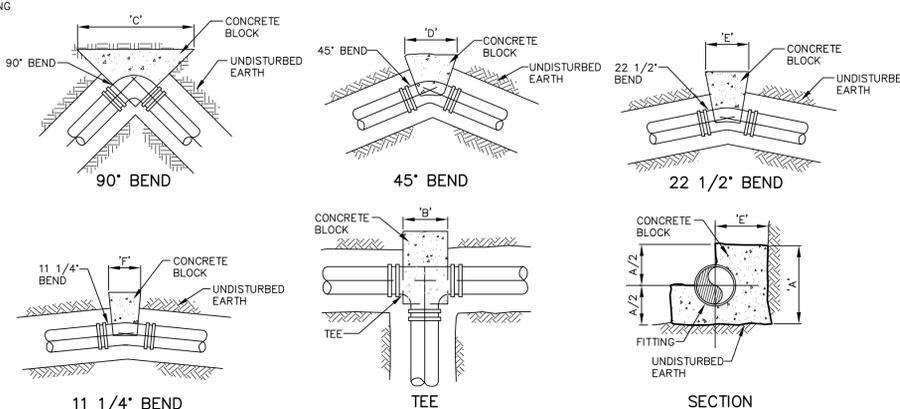
SHEET NO. 17 OF 18

PROJECT NO. 0300.014
DATE: OCTOBER 29, 2014



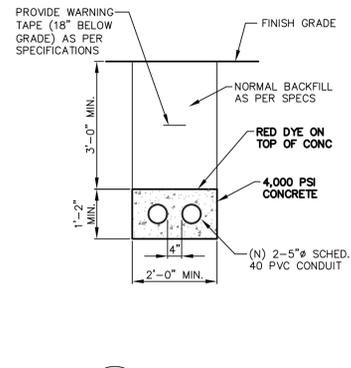
1 TYPICAL TRENCH DETAILS
SCALE: NOT TO SCALE

- NOTES:
1. ALL BACKFILL MATERIAL IS SUBJECT TO AUTHORITY APPROVAL.
 2. CLASS A BEDDING: APPROVED NATIVE SOIL, COARSE SAND, GRAVEL, OR CRUSHED STONE, HAVING A MAXIMUM STONE SIZE OF 1/2 INCH.
 3. SELECT BACKFILL: CLEAN DRY EARTH WITH A MAXIMUM STONE SIZE OF 2 INCHES.
 4. ORDINARY BACKFILL: CLEAN DRY EARTH WITH A MAXIMUM STONE SIZE OF 6 INCHES.
 5. PVC BEDDING SHALL BE PENNDOT 2A MODIFIED STONE FOR TRENCHES ABOVE THE GROUNDWATER TABLE AND PENNDOT 2B STONE FOR TRENCHES BELOW THE WATER TABLE.

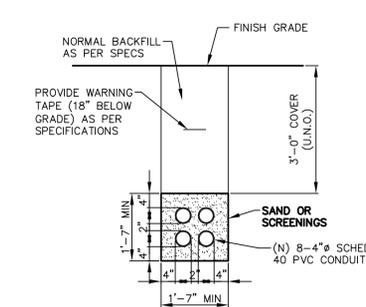


2 THRUST BLOCKING SYSTEM
SCALE: NOT TO SCALE

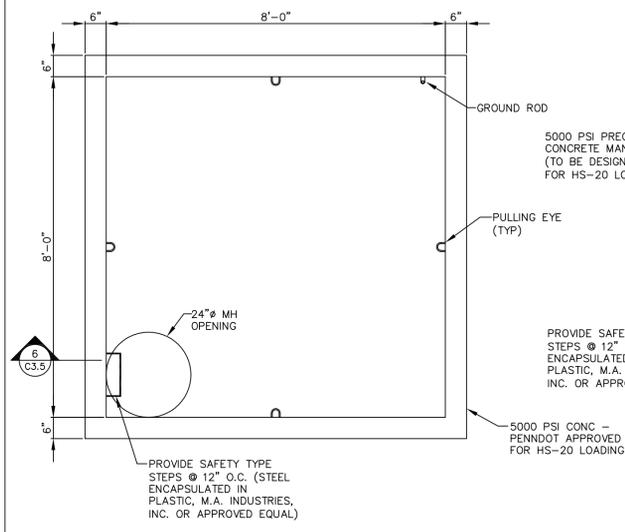
PIPE SIZE	REACTION BACKING DIMENSION					
	A	B	C	D	E	F
6"	1'-3"	2'-2"	3'-4"	1'-10"	1'-0"	1'-0"
4"	1'-0"	2'-0"	3'-2"	1'-8"	1'-0"	1'-0"
3"	1'-0"	2'-0"	3'-0"	1'-6"	1'-0"	1'-0"



3 SECTION
SCALE: 1/2"=1'-0"

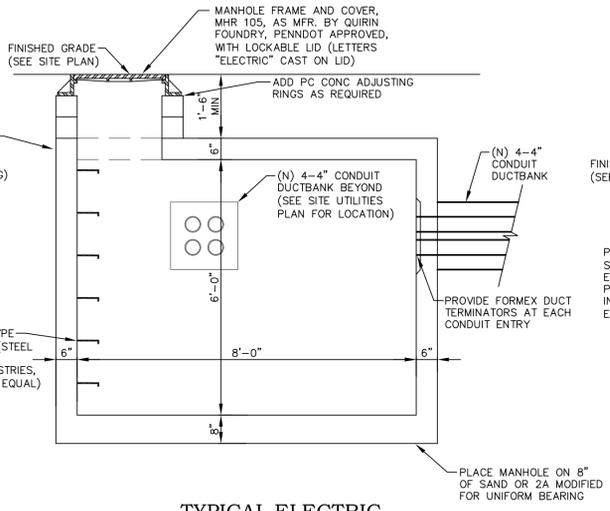


4 SECTION THRU ELECTRICAL DUCT BANK
SCALE: 1/2"=1'-0"

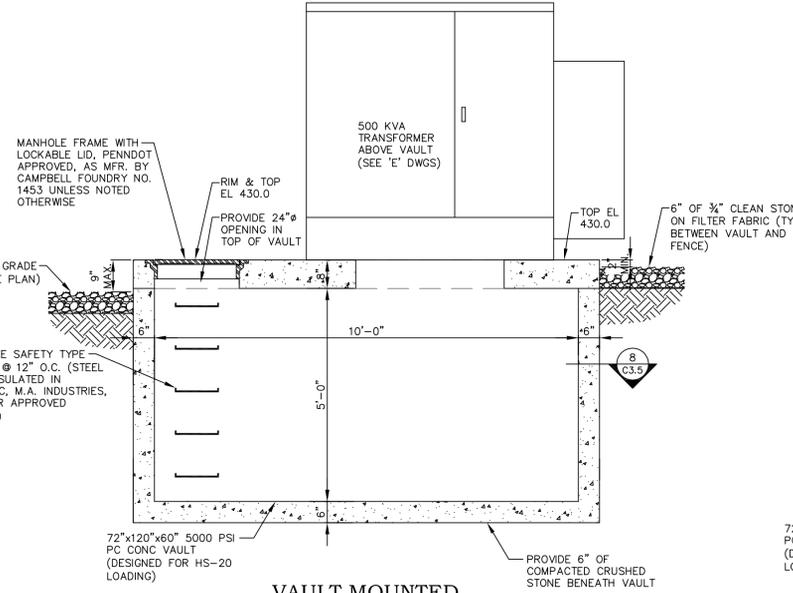


5 TYPICAL ELECTRIC MANHOLE PLAN DETAIL
SCALE: 1/2"=1'-0"

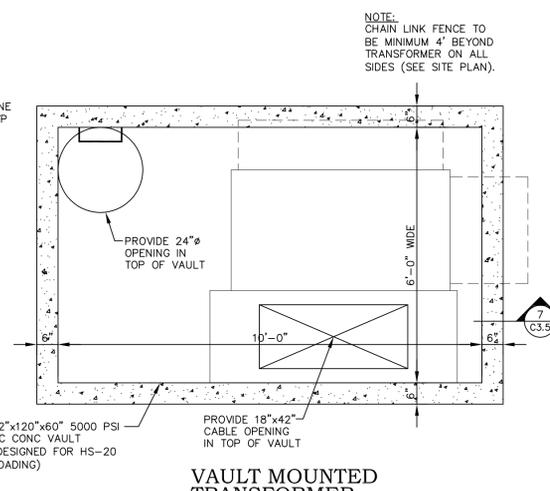
SUBMIT SHOP DRAWINGS FOR APPROVAL



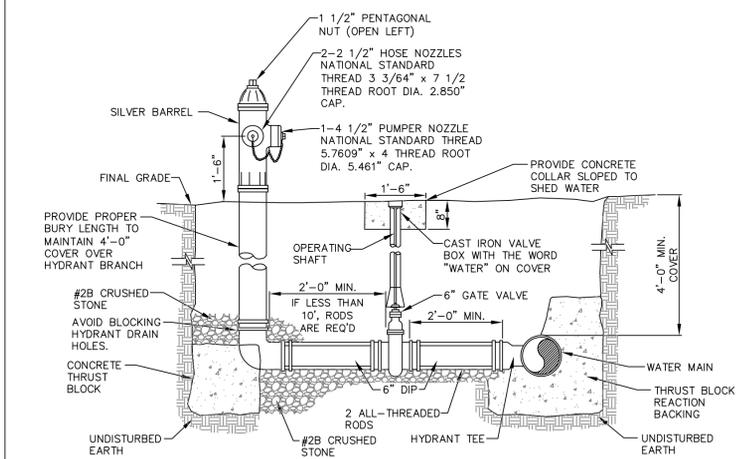
6 TYPICAL ELECTRIC MANHOLE SECTION
SCALE: 1/2"=1'-0"



7 VAULT MOUNTED TRANSFORMER SIDE ELEVATION
SCALE: 1/2"=1'-0"

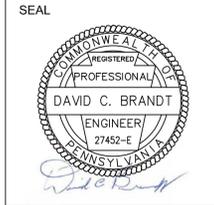


8 VAULT MOUNTED TRANSFORMER TOP VIEW
SCALE: 1/2"=1'-0"



9 FIRE HYDRANT DETAIL
SCALE: NOT TO SCALE

- NOTES:
1. FIRE HYDRANT TO BE PLACED WITH NOZZLES FACING PARKING LOT.



PROJECT
VILLANOVA UNIVERSITY
PROPOSED WEST END ZONE BUILDING
800 EAST LANCASTER AVENUE
VILLANOVA, PENNSYLVANIA 19085
RADNOR TOWNSHIP, DELAWARE COUNTY

DATE	REVISION
10/29/14	PRELIM/FINAL APPROVAL
12/05/14	RESUBMISSION
01/30/15	FINAL APPROVAL
03/02/15	RESUBMISSION

SHEET TITLE
SITE UTILITIES SECTIONS AND DETAILS

DRAWN BY: BJD
CHECKED BY: KRM

SHEET NO.
C3.5
SHEET NO. 18 OF 18
PROJECT NO. 0300.014
DATE: OCTOBER 29, 2014

Stormwater Management
Advisory Committee
Update

RESOLUTION NO. 2015-46

**A RESOLUTION OF RADNOR TOWNSHIP, DELAWARE
COUNTY, PENNSYLVANIA, PROVIDING
AUTHORIZATION TO ENGAGE CH2M HILL TO
PROVIDE STORMWATER PROGRAM PROFESSIONAL
AND ADMINISTRATION SERVICES**

WHEREAS, the Engineering Department was authorized to receive proposals for the professional and administrative services for billing, engineering, and administrative services

WHEREAS, said proposals were received and reviewed by staff and the Radnor Township Stormwater Advisory Committee

WHEREAS, the Stormwater Management Advisory Committee has recommended the appointment of CH2M Hill to provide said professional and administrative services for the stormwater program

NOW, THEREFORE, be it *RESOLVED* by the Board of Commissioners of Radnor Township does hereby authorize CH2M Hill to provide Stormwater Program Professional and Administration Services in the amount of \$129,033 for the calendar year of 2015, and \$73,558 for calendar year 2016

SO RESOLVED this 23rd day of March, A.D., 2015

RADNOR TOWNSHIP

By: _____
Name: William A. Spingler
Title: President

ATTEST: _____
Robert A. Zienkowski
Manager/Secretary

Radnor Township

PROPOSED LEGISLATION

DATE: March 17, 2015
 TO: Radnor Township Board of Commissioners
 FROM: Stephen F. Norcini, P.E., Director of Public Works 
 CC: Robert A. Zienkowski, Township Manager
 William R. White, Finance Director

LEGISLATION: Resolution #2015-46, Authorization to engage CH2M Hill to provide Stormwater Program Professional and Administration Services.

LEGISLATIVE HISTORY: The Board of Commissioners previously authorized the Public Works and Engineering Departments to Receive Proposals for a "Stormwater Administrator".

PURPOSE AND EXPLANATION: During the process of determining the need for a dedicated stormwater funding mechanism, (the stormwater fee), AMEC Environmental Inc. clearly identified the need for specific stormwater resources (in the form of people or contracted services) to manage the ever changing billing database, provide billing services, implement a GIS (geographic information system), update and manage the GIS system, and provide professional services to the Stormwater Management Advisory Committee. AMEC noted in their Funding and Implementation memorandum as well as other documents "*If Radnor adopts a stormwater fee, additional support will be needed administering the stormwater billing system, answering customer questions, tracking stormwater management expenditures, manage the program of services as well as the associated budget and finances.*" AMEC's recommendation, as well as the experience we have gained over the last year with the stormwater fee, has proven this to be a correct statement.

It should be noted that the successful billing/ collection to date has been the result of outstanding efforts from Township Staff, but it was never meant to be a long-term solution. Various aspect of the administration of the program are under resourced. Specifically, maintaining the billing database with changes and amendments, the ability to collect on outstanding balances, and updates to the GIS system have all gone largely unaddressed. To properly administer the entire stormwater program, additional resources are needed. In this case, we are recommending that the Board outsource these resources rather than consider hiring additional Township staff.

Requests for Qualifications (RFQs) for a "Stormwater Project Administrator" were solicited via Penn BID. AMEC, CH2M Hill, T & M Associates, Compliance Management, Cedarville Engineering, and Hunt Engineering provided qualification proposals. From this group, based on their qualifications, AMEC, CH2M Hill, and T & M Associates were requested to provide cost proposals. Based on the cost proposals, AMEC and CH2M Hill were determined to be the "short list". Both firms were brought before the Stormwater Management Advisory Committee to discuss their proposals and costs. To reduce the magnitude of the cost of the proposals yet keep the necessary services, the scope was amended. The amended cost proposal tabulation is as follows:

#	Task	AMEC		CH2M Hill	
		2015	2016	2015	2016
1A	Implementation of GIS System	\$28,000	\$0	\$26,538	\$1,700
1B	Management of the GIS System	\$11,500	\$67,500	\$62,746	\$31,371
2	Stormwater Management Advisory Committee	\$24,000	\$25,000	\$24,749	\$25,487
3	Project Administration and RFPs	\$15,000	\$15,000	\$15,000	\$15,000
TOTALS		\$78,500	\$107,500	\$129,033	\$73,558
Percentage of stormwater revenue collected		7.85%	10.75%	12.90%	7.36%

Based on the strength of their proposal, the interviews held at SWMAC, and there knowledge of what the Stormwater Advisory Committee felt they needed, the Stormwater Advisory Committee unanimously chose CH2M Hill.

FISCAL IMPACT: The total cost of \$129,033 (2015) and \$73,588 (2016) will solely be funded by the Stormwater fund.

RECOMMENDED ACTION: We respectfully request the Board of Commissioners Authorize CH2M Hill to provide Stormwater Program Professional and Administrative Services at the cost of \$129,033 (2015) and \$73,588 (2016).

MEMORANDUM

TO: RADNOR TOWNSHIP BOARD OF COMMISSIONERS
FROM: RADNOR TOWNSHIP STORMWATER ADVISORY COMMITTEE
SUBJECT: STORMWATER ADMINISTRATOR – CH2MHILL
DATE: FEBRUARY 19, 2015
CC: FILE

At the February 12, 2015 SWMAC meeting, the Radnor Township Stormwater Advisory Committee (SWMAC) unanimously voted (6-0) to recommend CH2MHill to be selected as Radnor's Stormwater Administrator firm. CH2MHill submitted a statement of qualifications that outlined their exceptional level of expertise and success in providing stormwater management support for local municipalities while understanding our specific needs in Radnor Township.

The original proposal that CH2MHill provided (dated December 3, 2014) included costs for the implementation of a GIS System and Billing Support, Managing a GIS System, SWMAC Support and Project Administration that were based on the original Radnor RFQ. An addendum was provided (January 29, 2015) to further clarify the scope and prudently manage expected costs. The expected costs for the SW Administrator in 2015 are \$128,845 and \$73,559 in 2016. The higher costs in 2015 are due to the one time set-up costs for the GIS System and Billing Support with the lower 2016 cost indicative of the expected yearly SW Administrator costs. Please refer to the addendum for refined scope of work and associated costs. It should be noted that the Implementation and Managing of the GIS System and Billing in 2015 is \$89,284 (8.9% of our total annual stormwater fees collected) and that the SWMAC Support and Project Administration costs in 2015 is \$39,794 (3.9% of our total annual stormwater fees collected).

We request your approval in the selection of CH2MHill to fill the post of Stormwater Administrator for Radnor Township.



Scope of Work and Cost Proposal

Stormwater Program Administrator

Submitted to: **Radnor Township**



WB06411412725.MXE

Submitted by: **CH2MHILL**® January 29, 2015

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Proposed Scope of Work

Introduction

Radnor Township has implemented a Stormwater Fee to fund flood mitigation projects, stormwater infrastructure improvements, and activities to meet the regulatory requirements in the Township's Municipal Separate Sewer System (MS4) permit. As part of its vision to improve the quality of life for its residents and businesses, Radnor Township is not merely looking to meet its minimum stormwater requirements; it wants to become a leader in cutting edge stormwater management. The Township's ambitious stormwater goals include community enhancement, reduced flooding, improved public safety, integration of sustainable stormwater controls, improved water quality, and many others. Building on its history of successful projects, the Township is seeking to extend the value of the public dollar by both managing runoff and enhancing an already vibrant community using truly sustainable stormwater management and green infrastructure practices.

The Township is seeking a consultant to serve as the Stormwater Program Administrator (SPA), a key leadership position responsible for managing its stormwater program and providing an array of related services and technical support capabilities. A successful stormwater program will require an SPA with the demonstrated ability to provide:

- high attention to detail and ability to manage multiple project tasks in parallel,
- understanding of and flexibility with local government needs to establish a clear linkage of the Township investment with stormwater and community benefits,
- proactive, responsive and timely communication with all stakeholders,
- vast experience with stormwater planning, engineering, design, and construction,
- emphasis on a holistic investigation of the stormwater challenges facing Radnor, an approach that focuses on managing runoff at its source, wherever possible, using "systems" of cost-effective and sustainable solutions such as rain gardens and other stormwater volume control practices, and
- an ability to provide program management – the management of multiple individual stormwater projects to achieve benefits greater than if the stormwater projects were delivered individually.

By effectively employing our local and national expert staff, planning, and engineering resources, and forging strong relationships with Township staff, the SWMAC, other selected consultants, and partnering agencies, CH2M HILL will help the Township achieve its stormwater program goals and establish a national model for demonstrating beneficial and well targeted public investment in stormwater controls .

Locally-based Key Staff provide responsiveness and efficiency for Radnor Township

Proximity and easy access to Radnor Township are critical elements for the effective execution of the Scope attached Scope of Work. CH2M HILL's primary project staff members are all based in our Center City Philadelphia office and are residents of southeastern Pennsylvania. In addition, our proposed Project Manager, Daniel Wible, lives 15-minutes from the Township building. Daniel will provide a strong and reliable onsite presence and is committed to working out the Township office at least 2 days per week or as necessary to assist in the day-to-day stormwater program needs. His presence will provide quick turn-around for stormwater project planning, prioritization, design, and implementation issues in real-time. CH2M HILL recognizes that a successful SPA will embed within the Township, which entails significant time (and expense) to the Township; therefore ***CH2M HILL proposes to bill Daniel's hours at a lower multiplier to show our commitment and desire to enhance our value to the Township.***

While our team of experts is locally based and readily accessible, CH2M HILL also provides easy access to our national stormwater management, billing, asset management, and flooding analysis experts, as well as the

tools and best practices we have effectively employed in communities throughout the country. CH2M HILL is committed to leverage and adapt those resources to provide the greatest value to the Township.

The Scope of Work and Cost Proposal provided in the attached follow the Township's requested format listing out the 2015 and 2016 costs for Task 1 (we have divided into 1A and 1B), Task 2 and Task 3.

CH2M HILL has managed numerous stormwater programs and we have learned that effective program administration will actually lower costs over time. We anticipate that the costs for ongoing support will go down over time by implementing consistent practices and procedures for the administration of the program.

Task 1A GIS Implementation

A robust GIS and effective user training will enable Township staff to make informed decisions, reducing costs by enabling effective capital improvement plan (CIP) development, provide a framework for the stormwater billing system, and serve as the foundation for any future maintenance management program for stormwater assets. Under Task 1A, CH2M HILL will develop and implement a GIS system capable of supporting the Township stormwater vision. CH2M HILL will follow industry best practices in the evaluation, implementation and administration of a robust GIS.

Development, implementation, operation and maintenance of a GIS platform is a resource intensive action, and as such, **CH2M HILL recommends taking a business case approach to ensure that the early GIS investments clearly show the benefits of the stormwater program.** Data management can deliver a high return on investment when a roadmap is laid out according to the municipality's vision for the future. CH2M HILL will work with Township staff to develop a GIS framework that corresponds to the expected Township outputs and needs.

CH2M HILL will advise the Township with the forethought of having installed these system for many other communities (Philadelphia, Wilmington, and New Castle County, for example) and can outline the requirements for beneficial linkages to other Township owned assets and infrastructure (sewer, roads, signs, etc.) and the full asset management plan, which the Township envisions beyond the initial SPA scope. The subtasks described below are important steps in developing a framework capable of supporting a future potential asset management plan. As Radnor Township moves toward a functioning GIS system that supports daily stormwater program needs, it is envisioned that the framework will be in place to properly assess the capabilities of an asset management plan and how it can benefit the municipality.

Task 1A Schedule Overview

As with any investment in software and data, GIS activities will be more resource intensive in the first year of the SPA contract simply due to the investments needed to develop a GIS system from the ground up. These costs then level out over Year 2 and beyond, as the focus is less on data development, and more on data management. Task 1A activities are associated with the implementation of the GIS and include installation of software on up to three (3) Township computers, data conversion, development of the centralized data management system, and up to 8 hours of training. CH2M HILL anticipates that the functioning GIS system will be implemented within the first 100 days once under contract. At the completion of Task 1A, CH2M HILL will transition directly into Task 1B GIS Management and Billing Support.

1A.1 GIS Needs Assessment and Implementation Plan

Under this task, CH2M HILL will interview Public Works Department staff and other potential GIS users to determine the long-term geospatial needs for the stormwater program. During this process, our key staff will share lessons learned from other stormwater GIS projects and identify efficiencies that can be used to more quickly enable Radnor to produce early results from the GIS investment. Our experience as stormwater program managers for other municipalities has shown us that **clear documentation of needs is a critical step in making sure that the Township leadership and GIS user base are on the same page as far expected resource needs to meet the desired program vision.** It is also essential to document for the Commissioners and their constituents exactly what the costs and benefits are for this type of technological

investment in the stormwater program. In some cases, we have determined that fewer licenses are adequate, especially when fewer concurrent licenses are utilized instead of more single use licenses.

One important component of the proposed Needs Assessment is to determine the feasibility and cost effectiveness of hosting the GIS data on the "cloud" through Esri's ArcGIS Online for Organization Account. This is a fee-based service, and requires significant investment in hardware and software, including at minimum an additional licensing fee for the ArcGIS Online license, a new ArcGIS for Server license, a new sequel server installed at the Township to host the data and maps. In our experience, this effort can cost in the neighborhood of \$100,000 - \$200,000 in total costs. CH2M HILL therefore proposes to right-size the GIS platform to fit the needs of the Township, and deliver an immediate return on investment. One example of a solution that still offers cloud, or web-based, access to Township data is the use of ArcGIS Online, where the Township GIS staff can use, create and share maps and data. This will be further described in the GIS Needs Assessment and Implementation Plan.

Deliverable: GIS Needs Assessment and Implementation Plan laying out specific action items, schedule, anticipated costs for GIS software procurement, licensing, and hardware needs.

1A.2 GIS Technical Support

Under this subtask, CH2M HILL will procure a total of three (3) Esri ArcGIS for Desktop licenses, install the software on Township identified workstations, and provide up to eight hours of training.

GIS Software Procurement and Installation

Esri licensing fees are provided on their website. It is recommended that the Township only invest in a Basic license, which is less expensive than the Standard license. Though the Standard license provides additional analytical tools not available in the Basic license, it is unlikely the Township will need the upgraded license until a later date. Esri charges \$1,500 for a single Basic license and \$3,500 for a concurrent Basic license. Attached is a PDF showing the licensing structure from the ESRI website.

CH2M HILL staff would utilize our own Enterprise licenses to perform all GIS tasks needed for any Township-based tasks. ***Should results from the Task 1A.1 Needs Assessment show that the Township would be better served having an alternate licensing arrangement, CH2M HILL will provide an updated cost estimate.***

Once the software is procured, CH2M HILL will install the software (ArcGIS version 10.2.1) on the designated workstations, and link all files to the designated data storage location. CH2M HILL anticipates utilizing file-based GIS data (file geodatabase) to store and provide access to Radnor Township's GIS data. This approach for managing Radnor Township's GIS data will minimize unnecessary costs associated with dedicated servers and the enterprise server software needed to run such an installation.

GIS Technical Training

Per the Township's request, CH2M HILL will lead the training of up to 6 staff in the use of Esri ArcGIS for Desktop for up to 8 hours total. It is initially proposed that four (4) separate training sessions be held over a period of no more than 8 weeks so that the staff can be up and running with basic GIS functionality quickly and productively using the software tool. Potential training topics are provided below, but may be subject to change based on the knowledge base of the GIS users identified in the Needs Assessment. In addition to leading onsite training, CH2M HILL will share resources for further online training that can supplement the initial training.

1. Topic #1 – Introduction to GIS
2. Topic #2 – Map Production and Management
3. Topic #3 – Fundamentals of Editing Geospatial Data
4. Topic #4 – Fundamentals of Geospatial Analysis

Deliverables:

- For the purposes of the cost proposal, the requested licenses have been estimated; this may be updated if completion of the Needs Assessment reveals an alternate preferred course of action.
 - Esri ArcGIS for Desktop Basic – 2 concurrent licenses, 1 single license; installation of software, set-up and configuration of data
- Four training sessions totaling 8 hours, at Township offices, using Township computers. If necessary, CH2M HILL can temporarily provide up to 2 additional laptops to be used by Staff during training sessions.

1A.3 GIS Data Conversion and Database Model Development

Under this task, CH2M HILL will migrate all data located in the Township's current MapInfo GIS into ArcGIS. Conversion of this type requires a systematic approach where all *.map* files of the same feature are converted such that any duplicate is deleted. This requires attention to detail and knowledge not only of MapInfo but of the geospatial features of the Township. In addition to data conversion, CH2M HILL will acquire and organize any freely available data (Digital Elevation Models, topography, watersheds, etc.) into one centralized location. This includes Township data recently acquired from inspection and televising of sewers, as well as publicly accessible data from DVRPC and PASDA, among others.

CH2M HILL will load the data into the Esri Local Government Information Model (LGIM). The LGIM is a template to organize all types of geospatial data, and is capable of supporting the stormwater CIP, (future) asset management, maintenance management, and billing processes. The data model is scalable, and though only existing MapInfo data will be migrated, the benefit of this model is the ability to grow and evolve with the maturing program and integrate other related infrastructure datasets. CH2M HILL will rely on industry standards and professional expertise as leaders in this field to ensure that Radnor Township Department of Public Works receives an efficient, standardized data model that is usable for the stormwater program.

Deliverables:

- Conversion of existing MapInfo data into ArcGIS Local Government Information Model
- 40 hours of GIS support time per year for acquisition and organization of free, readily available data from the Pennsylvania State GIS Data Clearinghouse (PASDA).

Task 1B GIS Management and Billing Support

Task 1B includes the management of the GIS system to support general stormwater program GIS needs, development of workflows to support the billing component, the GIS activities necessary to manage and administer the annual stormwater bills, and the administration and management of the billing system for the Township.

Task 1B Schedule Overview

The GIS portion of Task 1B will span both years of the SPA contract; however, the needs will be higher in 2015. Activities proposed under Task 1B will begin once the contract is in place in early 2015. During 2016, CH2M HILL will continue to administer the GIS program, incorporating impervious area and parcel updates on a set frequency, and other general GIS and billing tasks described in below.

Radnor Township has already sent 2015 bills to customers, so this task is not included in this revised proposal. The Township desires a "turn-key" billing system be in place for 2016 billing cycle. In order to meet this goal, CH2M HILL will undertake an assessment of the current billing process and future Township billing needs immediately in 2015. Billing system conversion will be complete by the latter half of 2015 so that 2016 bills can be mailed to customers in January 2016.

1B.1 GIS Maintenance

Software maintenance fees are automatically included in the first year costs, and standard annual maintenance costs are typically 20% of license fees. CH2M HILL will work with ESRI to obtain detailed pricing, but, we are assuming \$1,800 annually for year 2016 expenses in this cost proposal.

With this service, the Township can receive the latest software releases, service packs, and patches, as well as unlimited phone support. Under this task, CH2M HILL will administer the Township GIS system and perform required hardware and software installation and setup, patching, or upgrades, and routine maintenance needed to maintain a functioning GIS system. CH2M HILL will produce a summary GIS maintenance plan, detailing the scheduled actions that CH2M HILL will take to keep the GIS system running and up to date.

Deliverables:

- GIS Maintenance Plan
- 16 hours annually for GIS maintenance activities

1B.2 GIS Workflow Development

A primary focus of the SPA will be to enable sustainable and effective business processes to be carried forward by Radnor using the GIS. This is most effectively done by establishing documented workflows that are repeatable and reduce the impact of staff turnover in the long run. CH2M HILL has assisted local governments in setting up GIS, and the critical success factor has been the development of a GIS data management workflow that defines the process, timeframe, roles and responsibilities for critical activities. For example, in order to get bills out to the customers, a number of activities need to occur (permit information delivered to the GIS staff, GIS updates made to impervious area, information embedded into the parcels, updates to billing components); all of which must happen within a set timeframe with proper approvals and quality control checks.

The development of workflows provides the benefit of documenting the exact steps that the GIS users will take in performing SW program tasks (i.e. mapping, billing, etc.). However, the true value is that ***a workflow defines the business process and can be followed by any Township employee*** should and when the need arise. In order to develop the workflows, CH2M HILL will interview key staff to determine the timing needs for each activity, list the Township and data provider approvals, and document other important inputs. Of particular importance is retaining the parcel adjustments that was performed by AMEC to realign 968 parcels during the stormwater fee planning phase. Condominium parcels have also been shown to be an issue and AMEC's procedure should be documented. CH2M HILL will document all parcel issues in the Parcel Update workflow.

Deliverables:

- Impervious Area workflow
- Parcel Update workflow, including adding new parcels as result of subdivision and land development, and adjustments to parcels based on "realignment" to match aerials.
- Workflow for exporting the parcels into the existing billing system
- Workflow for exporting the parcels into the future turn-key billing system (to be developed once the system vendor is selected).

1B.3 GIS Data Management

This subtask includes data development, updates and basic administration for standard well-used datasets that are needed to effectively run the stormwater program. The following datasets will likely be created and updated on a quarterly frequency. For the purposes of estimating costs, total annual GIS data management updates are budgeted at 60 hours per year.

- Locations of existing and proposed stormwater projects locations
- Locations of existing Township-maintained stormwater BMPs
- Drainage areas to the stormwater projects and BMPs
- Other stormwater related updates as directed by the Township
- Quarterly development of new parcels once the final approval is granted by Commissioners
- Any other data updates as determined in task 1A or as directed by the Township

Two of the most important data layers to be updated by CH2M HILL are the parcel and impervious area layers which are the foundations for the stormwater billing component of the program. CH2M HILL will work with Delaware County Office of Assessment and GIS Department in order to obtain a quarterly update of all parcels. This update will include new ownership information, official updates due to the sale or development of properties, subdivision and land development activities, lot consolidations, etc., and will be integrated into the Township's GIS database according to the workflows developed in Task 1B.2. Ultimately, the parcel database will contain all the information critical for billing.

Radnor Township has indicated that they would like the grading permit applications to be used as the source to update the impervious area layer for parcels. Since it is likely that the majority of the applications will be photocopied or scanned versions of hardcopy print site plans, it is recommended that CH2M HILL will edit the impervious area layer attribute table only, and not delineate polygons of proposed structures/footprints. This will reduce administrative costs, and can be reevaluated once further investigation on the development of a Township wide impervious area GIS layer is underway. Additionally, the grading permit will be "hotlinked" to the parcel so that when a GIS user queries the parcel, a PDF file of the application will automatically open.

By November 2015, CH2M HILL will update the parcel layer to include results from 2013 and 2014 applications (195 in 2013 and an estimated 225 applications for 2014) as well as 2015 grading applications (assumed to be 230). For the purposes of this Scope of Work and cost proposal, it is assumed that years 2015 and 2016 will include 230 grading permits per year to be updated in the GIS.

2015 Deliverables:

- 60 hours of GIS maintenance on GIS layers
- Quarterly parcel updates based on subdivision and land development approvals
- Updates to impervious area in the Parcel GIS layer based on 420 grading permit applications for years 2013 and 2014
- Updates to impervious area in the Parcel GIS layer based on 230 grading permit applications per year assumed for year 2015
- Create a hotlink for 650 applications in PDF form to parcel GIS layer

2016 Deliverables:

- 40 hours of GIS maintenance on GIS layers
- Two parcels updates using GIS data provided Delaware County
- 2016 updates to impervious area in the Parcel GIS layer based on 230 grading permit applications per year assumed for year 2016
- Create a hotlink for 230 applications in PDF form to parcel GIS layer

1B.4 Stormwater Billing Workflow Development

The billing database is the primary tool for tracking parcel updates through the credit and incentive program, appeals process, addition of new parcels from subdivision and land development activities, and changes made based on grading permits. Under this task, CH2M HILL will develop workflows to define the processes involved in sending bills and collecting payments. **An infographic with supporting text will be prepared to summarize the roles and responsibilities** associated with each step of the billing process. In other communities, documenting the specific required functions served as a useful tool to assign responsibilities along the workflow path, and clearly defined roles for all parties involved in the process.

Deliverables:

- Stormwater billing workflow based on the forthcoming turn-key system)
- Payments and receipts workflow
- Delinquent payment follow-up workflow
- Credit Application Review workflow

The following draft workflows previously prepared by AMEC will be revised as needed.

- Appeals administration workflow
- Customer Service Process workflow

1B.5 2015 Billing Activities

CH2M HILL will manage the tracking of receipts, payments and any delinquent payments for 2015 billing activity. Regular reports will be made to the Township Engineer, Finance Director, Commissioners, and SWMAC. Included in this task is an allotment of 16 hours in 2015 to address residents' billing concerns and answer any questions regarding impervious areas for billing.

Once under contract, CH2M HILL will commence the necessary steps to prepare for a new turn-key billing system that will be in place for 2016 bills. In order to make the business case for upgrading the billing system, which will take a modest amount of upfront investments, CH2M HILL will undertake a needs assessment to document the short- and long-term needs for the stormwater billing system. For example, monthly reports that document the amount of receivables relative to the amount of delinquent payments will be critical to the Township, and listing out the expectations of the billing system will help make the selection of a third party vendor much more efficient. Once CH2M HILL has an understanding of the stormwater program needs, summarized by a brief memorandum, a billing system that meets all of the Township's expectations can be efficiently established.

2015 Deliverables:

- 16 hours to address any billing concerns from residents (phone, email, in person as needed)
- Three quarterly reports summarizing billing 2015 status (assumes Notice to Proceed by March 1, 2015).
- Billing System Upgrade Needs Assessment summary memorandum

1B.6 2016 Billing Activities

Radnor Township has indicated the desire to transfer the billing system from an internal managed process and outsource to a turn-key third party source. Our recent experience helping other stormwater utility clients evaluate this option (for example, MuniBilling, AMS Billing, Synergy Utility Billing, and TPI Billing Solutions were recently reviewed for West Chester Borough) shows that a third party vendor specializing in billing of municipal fees provides numerous benefits, including centralized preparation and mailing of billing statements, ability to accept online payments from customers, lock-box service deposits payments made by

mail directly into the financial institution, and the ability to customize reports and access data from the cloud. Perhaps the most important benefit from the Township's perspective, is the ability to combine stormwater billing with water and/or sanitary sewer billing, for one combined utility bill.

A third party municipal billing service should offer a completely web-based billing system that Township staff and the SPA can access from any computer with an Internet connection. There are no new capital costs or hardware needs to contract with a vendor providing this service. Vendors provide an additional benefit of discounted printing rates, and manage the physical mailing of hardcopy bills to the property owners. These services also accept online payments with e-checks and credit cards by customers. Third party billing services also provide extensive reporting options based on real-time data (for example, percent of bills paid per month for any given month). The SPA will manage and keep current all parcel-based impervious area data necessary to calculate stormwater charges. This information will be transmitted to the third party vendor who will merge it into their own billing database information management system. The service includes the ability for customers to receive paperless billing (via email), to setup an on-line account and view account balance, payment and bill history, and general account information and the ability to pay online using credit cards, ACH or automatic debit.

After the Billing System needs assessment is complete in Task 1B.5, CH2M HILL will develop a Request for Proposal (RFP) in order to solicit proposals from vendors who specialize in municipal fee billing. In conjunction with the Director of Public Works, CH2M HILL will review RFPs and recommend the municipal billing vendor to the SWMAC and Commissioners. Once the municipal billing vendor is contracted, CH2M HILL will manage all aspects of migrating the billing system, coordinating with the vendor, providing updated billing information as needed, troubleshooting any database issues, and other billing set-up duties as needed. Much of this activity will be a one-time investment of resources to occur in the 3rd quarter of 2015.

In 2016, CH2M HILL will manage the preparation of 2016 stormwater bills. The SPA will address any billing concerns from residents, and provide quarterly reports to the Township about payments received, delinquent payments, and overall billing status summary. CH2M HILL also will work with the Township officials to prepare a 1-page flyer "stuffer" for the 2016 bill in order to communicate major headlines of the stormwater program. For example, the newly hired SPA could be introduced to the Township, meeting dates for future known public meetings could be provided, and a link to the program website could be shared. This is a valuable technique to not only communicate program highlights to customers, but it also serves to meet PADEP MS4 permit compliance for Public Education and Outreach. Our experience developing similar flyers for other stormwater utility programs shows that this is typically a minimal investment with high gains action.

2015 Deliverables:

- Develop one RFP to third party municipal billing service provider
- Migrate the Master Account File into third party vendor billing system including all technical and support activities associated with this activity.

2016 Deliverables:

- Preparation of the 2016 stormwater bills,
- Preparation of all reports including tracking receipts, payments, delinquent payments, etc.
- 16 hours annually to address any billing concerns from residents (phone, email, in person as needed)
- One program update flyer to be included in 2016 bills
- Quarterly reports summarizing billing 2016 status

Task 2. SWMAC Support

Under this task, CH2M HILL will act as the liaison between the Director of Public Works and the SWMAC. Our proposed Project Manager has already been attending the SWMAC meetings for the past several months to develop an understanding of this group and their responsibilities. Daniel will hit the ground running on this task and brings his experience of a similar liaison role in communities such as Lancaster, PA and Syracuse, NY. In addition to preparing for and attending each monthly SWMAC meeting, CH2M HILL will provide general engineering assistance to the SWMAC, including the items listed under Sub-task 2.2 below. CH2M HILL assumes that any analysis performed under this task is of a cursory nature and that if a more detailed analysis is desired, then an additional Scope of Work and fee proposal will be required (from either CH2M HILL or another consultant).

2.1 Coordination with SWMAC

This task will consist of the following sub-tasks, which CH2M HILL has budgeted 5.5 hours per month to support.

- 2.1.1 Prepare for and attend each **monthly SWMAC meeting**; includes assisting the SWMAC in the preparation of meeting agendas and organization of supporting materials, as required
- 2.1.2 Present **technical findings** at SWMAC meetings, as required
- 2.1.3 Take notes and provide a draft **meeting summary** to the SWMAC; finalize summary based on SWMAC input
- 2.1.4 Provide **weekly updates** to Director of Public Works regarding SWMAC activities

2.2 Technical Assistance

For this task, CH2M HILL will leverage its local staff's leadership and experience with managing stormwater and green infrastructure programs for communities such as Lancaster, PA, Onondaga County (Syracuse), NY, Cleveland, OH, and others. In only a few short years, these communities have collectively implemented hundreds of cost-effective and sustainable stormwater projects under CH2M HILL's leadership. The success of these programs was due in large part to effective implementation of project tracking tools, financial management and forecasting, strategic technical analyses, integration of best practices from other communities, and perhaps most importantly, *flexibility* in the face of rapidly evolving programmatic needs.

This task will include the following sub-tasks, which CH2M HILL has budgeted 8 hours per month to support. CH2M HILL assumes that any engineering analysis or technical assistance performed under this task will be general in nature.

- 2.2.1 **Manage the Stormwater Project List**
 - CH2M HILL will call upon our experience and lessons learned from managing stormwater project lists for other communities. Figure 1 depicts a portion of the stormwater project tracking tool for Lancaster, PA, which CH2M HILL routinely updates with respect to project design considerations (contributing drainage area, capture volume, etc.), cost, implementation status, etc. It is important that an accurate and up-to-date project tracking database is maintained, particularly as the benefits need to be communicated instantaneously to Commissioners and other decision makers.

Project #	Project Name	CD Technology	CD Program Point Type	Phase	Start Date (Est.)	End Date (Est.)	Estimated Cost (\$)	Actual Cost (\$)	Completion %	Owner
P-001	Crystal Ave	Final Assessment Report (Final) and construction plan (Final) for 1/2 mile project along 1/2 mile of Crystal Ave	Green Street Plan	Complete	8/1/08	6/30/09	1,282,700	1,912,000	100%	City
P-002	Trinity Park	Stormwater Control plan for stormwater management	Green Street Plan	Complete	9/2/08	4/30/09	100,000	212,500	113%	City
P-003	Trinity Park	Stormwater Control plan for stormwater management	Green Street Plan	Complete	8/1/08	3/31/09	3,000,000	3,817,000	100%	City
P-004	Blue and White Road Redevelopment	Final stormwater control plan	Alley Street	Complete	2/28/08	10/30/08	1,441,000	1,818,000	100%	City
P-005	Blue and White Road Redevelopment	Final stormwater control plan	Alley Street	Complete	2/28/08	10/30/08	1,441,000	1,818,000	100%	City
P-006	Greenway Building	Green Street	Green Street	Complete	2/28/08	2/28/08	134,000	110,000	111%	City
P-007	Greenway Building	Green Street	Green Street	Complete	2/28/08	2/28/08	48,000	118,000	100%	City
P-008	Greenway Building	Green Street	Green Street	Complete	2/28/08	2/28/08	35,000	142,000	100%	City
P-009	Greenway Building	Green Street	Green Street	Complete	2/28/08	2/28/08	14,000	134,000	100%	City
P-010	Greenway Building	Green Street	Green Street	Complete	2/28/08	2/28/08	4,000	111,000	100%	City
P-011	Greenway Building	Green Street	Green Street	Complete	2/28/08	2/28/08	3,000	110,000	100%	City
P-012	Greenway Building	Green Street	Green Street	Complete	2/28/08	2/28/08	4,000	113,000	100%	City
P-013	Greenway Building	Green Street	Green Street	Complete	2/28/08	2/28/08	4,000	110,000	100%	City
P-014	Greenway Building	Green Street	Green Street	Complete	2/28/08	2/28/08	4,000	110,000	100%	City
P-015	Greenway Building	Green Street	Green Street	Complete	2/28/08	2/28/08	4,000	110,000	100%	City
P-016	Greenway Building	Green Street	Green Street	Complete	2/28/08	2/28/08	4,000	110,000	100%	City
P-017	Greenway Building	Green Street	Green Street	Complete	2/28/08	2/28/08	4,000	110,000	100%	City
P-018	Greenway Building	Green Street	Green Street	Complete	2/28/08	2/28/08	4,000	110,000	100%	City
P-019	Greenway Building	Green Street	Green Street	Complete	2/28/08	2/28/08	4,000	110,000	100%	City
P-020	Greenway Building	Green Street	Green Street	Complete	2/28/08	2/28/08	4,000	110,000	100%	City
P-021	Greenway Building	Green Street	Green Street	Complete	2/28/08	2/28/08	4,000	110,000	100%	City
P-022	Greenway Building	Green Street	Green Street	Complete	2/28/08	2/28/08	4,000	110,000	100%	City
P-023	Greenway Building	Green Street	Green Street	Complete	2/28/08	2/28/08	4,000	110,000	100%	City
P-024	Greenway Building	Green Street	Green Street	Complete	2/28/08	2/28/08	4,000	110,000	100%	City
P-025	Greenway Building	Green Street	Green Street	Complete	2/28/08	2/28/08	4,000	110,000	100%	City
P-026	Greenway Building	Green Street	Green Street	Complete	2/28/08	2/28/08	4,000	110,000	100%	City
P-027	Greenway Building	Green Street	Green Street	Complete	2/28/08	2/28/08	4,000	110,000	100%	City
P-028	Greenway Building	Green Street	Green Street	Complete	2/28/08	2/28/08	4,000	110,000	100%	City

FIGURE 1. A portion of the Green Infrastructure Program Stormwater Project Tracking database for Lancaster, PA

- 2.2.2 Manage the Stormwater Fee Budget, in concert with the Township’s Finance Department
- 2.2.3 Provide forecasting of the funding mechanism, based on chosen projects or variations of projects; prepare monthly reports for the SWMAC;
 - o In conjunction with the Township staff and the SWMAC, CH2M HILL will manage the project implementation schedule — defining projects as short-term, mid-term, or long-term—and financial management plan for the design, permitting, and implementation phases, that best aligns with the stormwater revenue calendar
- 2.2.4 Provide cursory and/or detailed cost estimates of various projects, procedures, or processes

Task 3. Project Administration

Project Administration ensures Township investments in sustainable stormwater projects are broadly applicable and provide significant benefits for residents and businesses throughout the Township. It also recognizes that building meaningful projects is to be emphasized and administrative costs (including that of the SPA) are to be minimized through efficient processes. To achieve this, the CH2M HILL team will apply and adapt our project tracking and management tools and processes to fit the Township's stormwater program objectives. Since 2008, CH2M HILL has been helping Onondaga County, NY deliver the nation's first green infrastructure program to manage combined sewer overflows. As program managers, CH2M HILL planned, engineered, designed, and managed the construction of over 160 stormwater projects on time and under budget. Sixty (60) of these projects were designed within one year timeframe (Figure 2).



FIGURE 2.

Project 50 was the successful implementation program for Onondaga County's Save The Rain stormwater program which CH2M HILL managed. www.savetherain.us

For the Save The Rain program, CH2M HILL developed an extensive database to track a variety of relevant project characteristics, including schedule, phase (planning, design, construction, etc.), drainage area, capture volume, watershed, and costs (estimated, bid, change orders, etc.) (see Figure 3). More recently, CH2M HILL developed a similar database for the City of Lancaster, PA, which includes such characteristics as funding source, partner agencies, pollutant load reductions (for meeting current and future MS4 permit requirements), and soft costs (design, surveying, geotechnical, etc.), among many others. For both programs, CH2M HILL has also been responsible for keeping other consultants on track from a scheduling, budgetary, and technical standpoint by conducting detailed reviews (and review meetings) at key design milestones. To this end, CH2M HILL developed standard design workflows, submittal forms and checklists, construction details, and specifications in order to streamline the review process.

GI Project Detail Report

Project Name: Gateway Project at Water Street
 Proj Address: 300 Block of East Water Street
 Parcel Owner: City of Syracuse
 Program Code: PR-01 Streets
 Project ID: C-61
 CSO Setr Area: Clinton
 Annual Capture (GAL/Yr): 924,000
 CH Role: CH2M LEAD
 CSO: 053
 CSO Reduction (GAL/Yr): 443,520
 Design Lead: Genk
 Year Placed: 2011
 QC Lead: N/A
 Year Constructed Started: 2011
 Project Status: 1-CONSTRUCTED
 Season Constr Start:
 Schedule Notes: Final Submittal due 7/19/2011; updated with design values 072811; Construction Start Date: 09-26-11

Cost Summary

Conceptual	\$20,419.80	Design	\$537,000.00	BE	\$975,000.00	Actual As Constructed	\$895,937.53
		updated 072711		Davis Walbridge 05-20-11		updated 021113	

FIGURE 3.

The Green Infrastructure Stormwater Project Tracking Database developed for Onondaga County allows for instantaneous summary statistics about the program implementation status. This type of data management tracking tool is not included in the current cost proposal.

Tracking stormwater projects at a program level has afforded CH2M HILL a unique perspective on which types of projects are most cost effective, which do not meet a reasonable business case, and which are most effective at achieving other community goals (e.g., community enhancement, public education, and reduced flooding). For Radnor, CH2M HILL will adapt its project administration tools and processes, as necessary, to streamline implementation of stormwater controls throughout the Township. As the liaison between the Township/SWMA and the selected consultants and contractors, CH2M HILL's approach will be to emphasize clear expectations, effective communication, and teamwork – three qualities that we believe are vital to the success of the program.

3.1 Preparation of Requests for Proposals (RFPs)

CH2M HILL recognizes the importance of preparing RFPs that are clear, unambiguous, and comprehensive with respect to the stormwater program goals of the Township and the SWMAC. As the #1 ranked Program Management firm by Engineering News-Record, CH2M HILL has long demonstrated an ability to manage complex procurement processes for clients with transparency and a focus on acquiring needed services and scale to save our client's money. For the City of Lancaster's green stormwater infrastructure program, CH2M HILL has been assisting the City's Public Works Department in preparing RFPs and evaluating proposals for design services, surveying, and geotechnical investigations for a variety of projects that went on to be successfully implemented. Such experience will inform our decision-making process in Radnor, with the ultimate goal being a qualified and efficient team of consultants with the highest chance of achieving programmatic success. CH2M HILL has also played the vital role of *chartering* selected consultants, ensuring they understand the goals of the program, design guidelines, and submission requirements at the outset.

This task includes the following sub-tasks.

- 3.1.1 Prepare RFPs for projects recommended by the SWMAC and approved by the Board of Commissioners
 - CH2M HILL understands that RFPs will vary in both scope and type of services being requested; requested services may include design, permitting, inspection, feasibility studies, cost/benefit studies, and/or analyses of existing infrastructure

- CH2M HILL also understands that it may be asked to help the SWMAC and the Director of Public Works to prepare an RFP for a group of pre-approved consultants
- 3.1.2 **Evaluate proposals** (quality, scope, schedule, and fee) received for approved design projects or other services as listed in 3.1.1

3.2 Project Management and Tracking

In Task 3.2, CH2M HILL will adapt its aforementioned project management tools and processes to suit the needs of Radnor's stormwater program and serve as an effective liaison to the selected consultants. As we have done to assist other clients with tracking projects and managing documents, CH2M HILL will employ tools such as SharePoint to track design document submissions from other consultants and streamline file sharing.

- 3.2.1 **Schedule management** - keep design engineering firm on target with due dates and deliverables; review and approve scheduling changes
- 3.2.2 **Financial management** - review and approve requests for payment and change orders (with approval from the Township), review construction cost estimates prepared by selected consultants
- 3.2.3 **Reporting** - provide twice monthly updates on all projects, in various forms of design, construction, planning, or permitting to the SWMAC and Director of Public Works; prepare quarterly reports on all activities noted above, for submission to the Board of Commissioners, SWMAC, and Director of Public Works

The following items are considered additional services and will require an additional scope and fee proposal should the SWMAC or Township wish to pursue them:

- **Technical reviews** of proposed design plans at various stages for compliance with Township regulations, budget, and SWMAC/staff input
- **Bidding support**, including preparing of bid materials and evaluation of bids

Note: Per Radnor Township direction, Tasks 3.1 and 3.2 are budgeted at \$15,000 per year, to be allocated on a time and materials basis.

Radnor Township Stormwater Program Administrator—Proposed Cost

Prepared by CH2M HILL
Submitted January 29, 2015

Radnor Township Public Works and Engineering Departments

Form of Proposal

For

Stormwater Program Administrator

Description	Cost (per year) 2015/2016
1A. Implementation of GIS system	\$26,538 / \$1,700
1B. Managing the GIS System	\$62,746 / \$31,371
2. Stormwater Management Advisory Committee (SWMAC)	\$24,749 / \$25,487
3. Project Administration/Requests for Proposals/CM	\$15,000 / \$15,000
TOTAL COST PER YEAR	\$128,845 / \$73,559

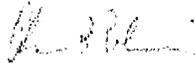
Submitted By:

CH2M HILL

1717 Arch Street, Suite 4400, Philadelphia, PA 19103

FIRM

ADDRESS



215-640-9110,
Daniel.Wible@ch2m.com

1/29/15

AUTHORIZED SIGNATURE

PHONE & EMAIL

DATE

TO BE EXECUTED BY RADNOR TOWNSHIP IF AWARDED

Robert A. Zlenkowski Manager/Secretary

Date

Table 1. Proposed Hours, Labor, and Expense for 2015

TASK	TOTAL TASK HOURS	EXPENSES	TOTAL TASK COST
Task 1A - GIS Implementation	130	\$8,500	\$26,538
Task 1B - GIS Management and Billing Support	479	\$300	\$62,746
Task 2 - SWMAC Support (13.5 hours per month)	162	\$0	\$24,749
Task 3 - Project Administration	91	\$0	\$14,813
2015 TOTAL	862	\$8,800	\$128,845

Table 2. Proposed Hours, Labor, and Expense for 2016

TASK	TOTAL TASK HOURS	EXPENSES	TOTAL TASK COST
Task 1A - GIS Implementation	0	\$1,700	\$1,700
Task 1B - GIS Management and Billing Support	227	\$300	\$31,371
Task 2 - SWMAC Support (13.5 hours per month)	162	\$0	\$25,487
Task 3 - Project Administration	91	\$0	\$15,000
2016 TOTAL	480	\$2,000	\$73,559
PROJECT TOTAL	1342	\$10,800	\$202,404

Notes:

1. The above labor costs are based on a 2.9 labor multiplier, except for the Project Manager Daniel Wible, will be billed at a reduced labor multiplier of 2.7.
2. With the exception of Tasks 1A and 1B, expenses generally include miscellaneous travel costs for support staff (excluding Daniel Wible), as well as printing and reproduction costs as required (excluding bills/flyers).
3. The above labor costs do not include any detailed design services. Such services, if required, would require a separate Scope of Work and fee agreement.

Radnor Township Stormwater Program Administrator—ArcGIS for Desktop and Support Pricing from ESRI

Prepared by CH2M HILL
Submitted January 29, 2015



Products

ArcGIS for Desktop

Main

Features

Extensions

System Requirements

What's New

Pricing

Free Trial

Pricing

ArcGIS for Desktop is available in three license levels: Basic, Standard, and Advanced (formerly ArcView, ArcEditor, and ArcInfo, respectively). The following matrix provides a high-level summary to help you determine the license level that is right for you.

ArcGIS for Desktop includes an ArcGIS Online subscription at no additional cost.

To learn more about each license level, download the ArcGIS for Desktop Functionality Matrix white paper [PDF](#).

ArcGIS for Desktop Basic

(includes ArcGIS Online)

Single License: \$1,500

[Visit Store →](#)

Concurrent License: \$3,500

ArcGIS for Desktop Standard

(includes ArcGIS Online)

Single License: \$7,000

Concurrent License: \$7,000

ArcGIS for Desktop Advanced

(includes ArcGIS Online)

Price varies depending on your organization; call 1-800-447-9778

[Show/Hide All Answers](#)

	Basic	Standard	Advanced
+ Building Maps and Exploring Geographic Information			
+ Multiuser Editing and Advanced Data Management			
+ Advanced Analysis and Data Conversion			

Radnor Township Stormwater Program Administrator—Standard Agreement for Professional Services

Prepared by CH2M HILL
Submitted January 29, 2015



STANDARD AGREEMENT FOR PROFESSIONAL SERVICES

CH2M HILL'S OFFICE ADDRESS: 1717 Arch Street, Suite 4400, Philadelphia PA 19103

CH2M HILL'S PROJECT NO.: _____

PROJECT NAME: Radnor Township Stormwater Program Administrator

CLIENT: Radnor Township

CLIENT'S ADDRESS: 301 Iven Avenue, Wayne, PA 19087

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

Scope of Services

CH2M HILL will provide the services described in the Proposed Scope of Work, prepared by CH2M HILL and dated January 29, 2015.

Compensation

See attached Proposed Scope of Work, prepared by CH2M HILL and dated January 29, 2015.
Work performed will be billed on a time and materials basis.

Schedule

See attached Proposed Scope of Work, prepared by CH2M HILL and dated January 29, 2015.

Other Terms

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:

CH2M HILL Engineers, Inc.:

Signature _____

Name (printed) _____

Title _____

Date _____

Signature _____

Name (printed) _____

Title _____

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. Salary Costs

CH2M HILL's and its affiliated companies' Salary Costs, when the basis of compensation, are the amount of wages or salaries paid CH2M HILL employees for work directly performed on the Project plus a percentage applied to all such wages or salaries to cover all payroll-related taxes, payments, premiums, and benefits.

3. Per Diem Rates

CH2M HILL's and its affiliated companies' Per Diem Rates, when the basis of compensation, are those hourly or daily rates charged for work performed on the Project by CH2M HILL employees. These rates are contained in the COMPENSATION section on Page 1 and are subject to a 4% annual calendar year escalation/adjustment.

4. Subcontracts and Direct Expenses

When Services are performed on a cost reimbursement basis, a markup of _____ percent will be applied to subcontracts and outside services and a markup of _____ 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 computing systems, and 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.

5. 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.

6. 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.

7. 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.

8. 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.

9. Limitation of Liability

CH2M HILL's liability for CLIENT's damages will, in the aggregate, not exceed \$100,000. 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.

Limitations of liability provided herein 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.

10. 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.

11. 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.

12. 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.

13. Assignments

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.

14. 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.

15. 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.

16. Dispute Resolution

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

17. Changes

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

For additional information please contact:

Dan Wible, PE, LEED^{AP}, ENV SP

Project Manager

1717 Arch Street, Suite 4400 • Philadelphia, PA 19103 • 215-640-9110 • Daniel.Wible@ch2m.com



WEG06111417-250-01-SE

CH2MHILL®

Radnor Township Public Works and Engineering Departments

Form of Proposal

For

Stormwater Program Administrator

Description	Cost (per year) 2015/2016
1A. Implementation of GIS system	<u>\$28,000 (2015)</u>
1B. Managing the GIS System	<u>\$11,500 (2015); \$67,500 (2016)</u>
2. Stormwater Management Advisory Committee (SWMAC)	<u>\$24,000 (2015); \$25,000 (2016)</u>
3. Project Administration/Requests for Proposals/CM	<u>\$15,000 (2015); \$15,000 (2016)</u>
TOTAL COST PER YEAR	<u>\$78,500 (2015); \$107,500 (2016)</u>

Submitted By:

Amec Foster Wheeler Environment & Infrastructure, Inc., 751 Arbor Way, Suite 180, Blue Bell, PA 19422-1960

FIRM

ADDRESS

(610) 828-8100; daniel.guest@amecfw.com 1/29/2015

AUTHORIZED SIGNATURE

PHONE & EMAIL

DATE

TO BE EXECUTED BY RADNOR TOWNSHIP IF AWARDED

Robert A. Zienkowski Manager/Secretary

Date

RESOLUTION NO. 2015-48

**A RESOLUTION OF RADNOR TOWNSHIP, DELAWARE
COUNTY, PENNSYLVANIA, PROVIDING
AUTHORIZATION FOR AN EXPENDITURE OF UP TO
\$60,000 FOR AN ITHAN CREEK WATERSHED
ASSESSMENT, WITH AUTHORIZATION FOR \$500,000 TO
BE APPROPRIATED FOR THE REMEDIATION EFFORTS
DETERMINED BY THE ITHAN CREEK WATERSHED
ASSESSMENT AS PER THE STORMWATER
MANAGEMENT ADVISORY COMMITTEE**

WHEREAS, the Stormwater Management Advisory Committee recommends to the Board of Commissioners that a watershed assessment of the Ithan Creek Watershed be completed

WHEREAS, said Committee also recommends funds be appropriated for remediation that is determined by the watershed assessment

NOW, THEREFORE, be it *RESOLVED* by the Board of Commissioners of Radnor Township does hereby provide authorization for an expenditure of up to \$60,000 for an Ithan Creek Watershed Assessment, with Authorization for \$500,000 to be Appropriated for the Remediation Efforts Determined by the Ithan Creek Watershed Assessment as per the Stormwater Management Advisory Committee

SO RESOLVED this 23rd day of March, A.D., 2015

RADNOR TOWNSHIP

By: _____

Name: William A. Spingler

Title: President

ATTEST:

Robert A. Zienkowski
Manager/Secretary

Radnor Township
PROPOSED LEGISLATION

DATE: March 17, 2015

TO: Radnor Township Board of Commissioners

CC: Robert A. Zienkowski, Township Manager

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

LEGISLATION: Resolution #2015-48 - Authorization for an expenditure of up to \$60,000 for an Ithan Creek Watershed Assessment, with Authorization for \$500,000 to be Appropriated for the Remediation Efforts Determined by the Ithan Creek Watershed Assessment as per the Stormwater Management Advisory Committee

LEGISLATIVE HISTORY: These specific items have not previously been before the Board of Commissioners

PURPOSE AND EXPLANATION: At the March 16th, 2015 Stormwater Management Advisory Committee Meeting, the Commission recommended to the Board of Commissioners the approval of \$60,000 (NTE) for an Ithan Creek Watershed Assessment, and the subsequent allocation of \$500,000 for the remediation efforts determined by that study. Since the meeting was this past Monday, there is no memo from the Stormwater Management Advisory Committee, but I have inserted their motion verbatim:

"SWMAC recommends approval of an Ithan watershed engineering assessment at a cost not to exceed \$60K. This assessment will culminate with multiple draft RFP's that are prioritized based upon SW impact to remediate problem flood areas. A rough order of magnitude pricing would be included. The SW Administrator will report at monthly SW meetings on progress. We further recommend that a minimum of \$500K be appropriated for execution of these Ithan Creek SW remediation efforts and all draft RFPs will be discussed at monthly SW meetings. It is expected to be that these cumulative efforts will be multi-year and in excess of \$500K in total cost. The BOC will be regularly informed on progress with updated costs as the engineering assessment proceeds."

IMPLEMENTATION SCHEDULE: Upon receipt, review, and approval of the Ithan Creek Watershed Assessment proposal, a purchase order will be processed and work will begin immediately.

FISCAL IMPACT: This project: \$60,000 for the study, \$500,000 for the remediation, are funded by the Stormwater Fund.

RECOMMENDED ACTION: I respectfully request the Board of Commissioners provide Authorization for an expenditure of up to \$60,000 for an Ithan Creek Watershed Assessment, with Authorization for \$500,000 to be Appropriated for the Remediation Efforts Determined by the Ithan Creek Watershed Assessment as per the Stormwater Management Advisory Committee

Discussion and Possible
Motion to Select Specific
Stormwater Projects to be
Funded

**RESOLUTION 2015-50
RADNOR TOWNSHIP**

**A RESOLUTION OF RADNOR TOWNSHIP, DELAWARE COUNTY,
PENNSYLVANIA, AUTHORIZING THE TOWNSHIP TO REMIT \$187,150 TO
RADNOR WAYNE LITTLE LEAGUE FOR THE CONSTRUCTION OF A
COMFORT STATION AT ENCKE PARK ALONG WITH OTHER PARK SITE
PARK IMPROVEMENTS**

WHEREAS, Radnor Township strives to maintain and improve its parks and recreational facilities at the highest standard for a positive impact to the quality of life for its residents; and

WHEREAS, Radnor Township desires to improve the recreational amenities at Encke Park with the addition of a comfort station and other park site improvements and has been working relative to this project over the last three years; and

WHEREAS, The Radnor Township Parks & Recreation Board has reviewed and recommended this project with a unanimous 6-0 vote at their March 2015 meeting; and

WHEREAS, Radnor Township has designated funding from the Radnor Township Building cell tower negotiation that was identified specific to park improvements and would like to provide a portion of this funding to Radnor Wayne Little League to make the corresponding site improvements which will require both the Parks and Recreation Board and the Board of Commissioners review of the expenditures that are made; and

NOW THEREFORE, BE IT RESOLVED that the Board of Commissioners of Radnor Township does hereby authorize the Township to remit \$187,150 to Radnor Wayne Little League for the construction of a comfort station at Encke Park along with other park site improvements (in accordance with the attached information).

SO RESOLVED this 23rd day of March, 2015.

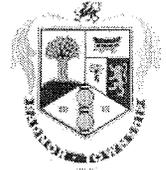
RADNOR TOWNSHIP

By: _____
Name: William A. Spingler
Title: President

ATTEST: _____
Name: Robert A. Zienkowski
Title: Township Manager/Secretary

Radnor Township

PROPOSED LEGISLATION



DATE: March 17, 2015

TO: Board of Commissioners

FROM: Tammy Cohen, Recreation & Community Programming Director

T

LEGISLATION: Resolution #2015-50 Authorizing the Township to remit \$187,150 to Radnor Wayne Little League for the construction of a comfort station at Encke Park along with other park site improvements.

LEGISLATIVE HISTORY: This is the first legislative action on this topic.

PURPOSE AND EXPLANATION: Request is being made to authorize the Township to remit \$187,150 to Radnor Wayne Little League for the construction of a comfort station at Encke Park along with other park site improvements (in accordance with the attached information). The addition of a comfort station at Encke Park will provide a bathroom facility at one of the Township's most heavily utilized parks annually. It will also provide the needed storage that is currently accommodated at the site in one of the buildings that will be removed as a result of this project. Funding for the additional park site improvements will be complemented by the Radnor Wayne Little League Organization. Encke Park will continue to provide a highly utilized, safe, and accessible park for the community in a key location of Radnor Township. It will continue to promote healthy, active lifestyles for users who frequently visit the park utilize it as a highly regarded recreational facility in Radnor Township.

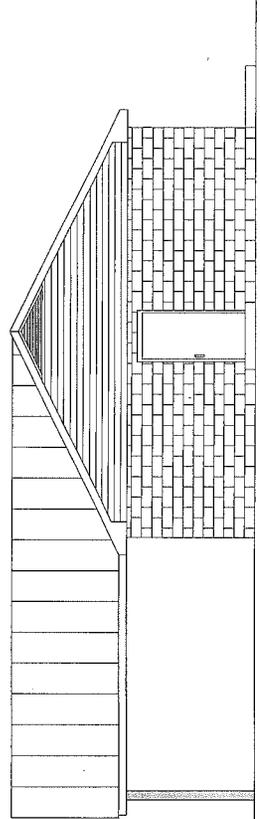
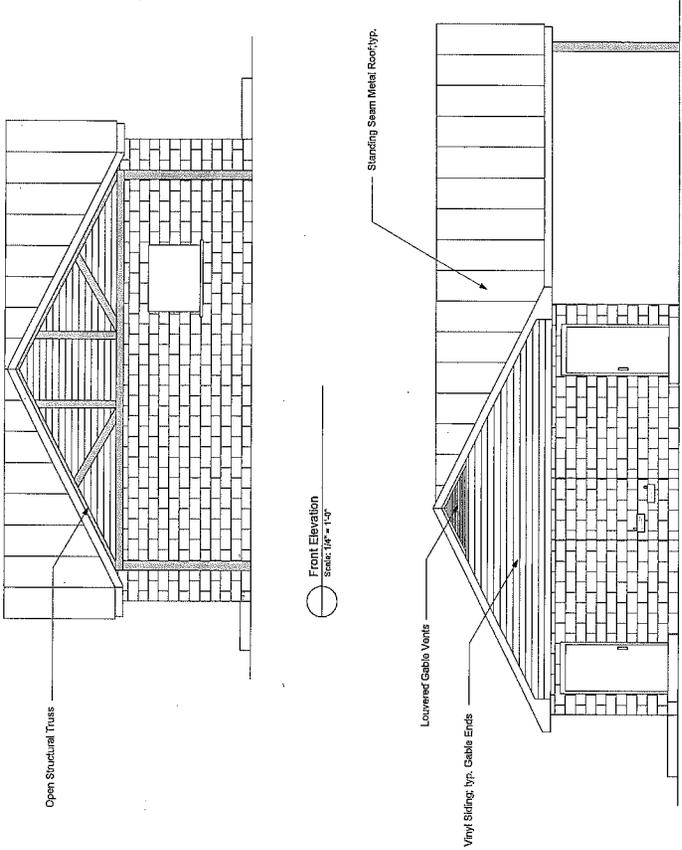
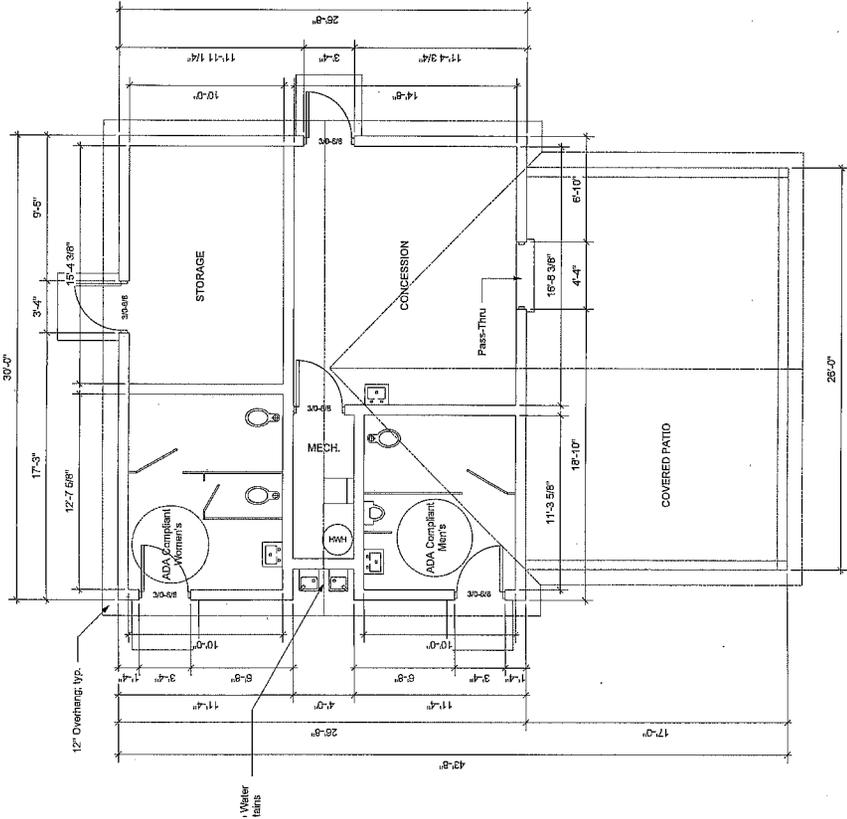
IMPLEMENTATION SCHEDULE: Upon approval of Resolution 2015-50, Radnor Wayne Little League will begin work on the project. Its completion will be contingent upon the identified schedule of the selected bidder (on behalf of RWLL) to construct the comfort station as well as the identified vendors to deliver the other park site improvements. Radnor Township staff will provide ongoing feedback relative to the projects and their development. The corresponding site improvements will also require both the Parks and Recreation Board and the Board of Commissioners review of the expenditures that are made.

FISCAL IMPACT: There is no direct impact to the Township general fund and no use of taxpayer dollars to fund the comfort station project or any of the other park site improvements.

RECOMMENDED ACTION: I would like to respectfully request that the Board to approve Resolution #2015-50 authorizing the Township to remit \$187,150 to Radnor Wayne Little League for the construction of a comfort station at Encke Park along with other park site improvements.

Proposed Comfort Station at Encke Park - Samples Only





NO.	REVISIONS/SUBMISSIONS	DATE

gth Group Technology & Consulting 1035 Coakley Rd. Pottsville, PA 17870 Phone: 610-252-7288 Fax: 610-252-7285	Project No.: Concession/Bathroom Facility #2
	Project Title: Backus Wayne Little League Encke Field - Improvements Wayne, PA
	Drawing Title: Concession/Bathroom Facility #2
	Designer By: GTH Drawn By: GTH Checked By:

Floor Plan
Scale: 1/8" = 1'-0"

Left Elevation (Iven Rd.)
Scale: 1/8" = 1'-0"

Front Elevation
Scale: 1/8" = 1'-0"

Right Elevation

Back Elevation

ENCKE RENNOVATIONS

Concession/Restroom Estimate	\$150,000	
Demolition of Comcast Substation	\$ 10,000-20,000	
Renovate/Upgrade Small Storage	\$ 5,000	
Scoreboard Fields A and B	\$ 10,000 -20,000	
Field electrical upgrade	\$5,000	
Field water upgrade	\$3,000—5,000	
Batting cage wind screen	\$2000	
Protective Fencing improvements	5,000-7500	<u>\$ 205,000</u>
Conversion to adjustable 46/60-50/70 baseball fields - Safety and the inevitable wave over the next 3-5 years in Little League baseball.		
	\$30,000	
Media Center: Built above existing 3 rd base dugout Field A	\$ 20,000-30,000	<u>\$55,000</u>
Total		<u>\$255,000</u>