

RESOLUTION 2024-27

**A RESOLUTION OF THE BOARD OF COMMISSIONER OF
RADNOR TOWNSHIP, DELAWARE COUNTY, ENGAGING
TOPOLOGY NJ, LLC TO PROVIDE EXPERT PLANNING
SERVICES SPECIFIC TO THE HAMILTON
CONDITIONAL USE APPLICATION**

WHEREAS, a conditional use application was submitted to the Radnor Township Board of Commissioners on May 24, 2023; and

WHEREAS, the Radnor Board of Commissioners have retained outside counsel to represent the Township's interest during the conditional use proceedings; and

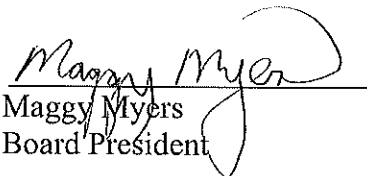
WHEREAS, it has been determined that expert planning services and testimony will be necessary to ensure a comprehensive review of the conditional use plans; and

WHEREAS, Topology NJ, LLC has been selected to provide planning services and testimony specific to the Hamilton conditional use proceedings at the rates included on Exhibit A of this Resolution.


NOW THEREFORE, BE IT RESOLVED that the Board of Commissioners wishes to engage Topology NJ, LLC at the rates included on Exhibit A at an estimated total cost not to exceed \$15,000.

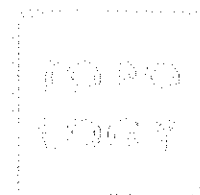
RESOLVED, at a duly convened meeting of the Board of Commissioners of Radnor Township conducted on this 12 day of February, 2024.

**RADNOR TOWNSHIP
BOARD OF COMMISSIONERS**

By: 
Maggy Myers
Board President

Attest

By: 
William White
Township Manager / Secretary



January 23, 2024

Township of Radnor, Pennsylvania
301 Iven Avenue
Wayne, PA 19087

C/O Rubin, Mullin, Maxwell & Lupin, PC.
Attention: Noah Marlier, Esq.
1684 S. Broad Street
Post Office Box 1479
Lansdale, PA 19446

**Subject: Proposal for Professional Planning Services
204 & 228 Strafford Avenue, 18 Forrest Lane**

It is with genuine enthusiasm that we submit this proposal for professional planning services for planning services. Topology understands that the Township may require on-call services to provide professional planning expertise and facilitate related decision-making that yield positive outcomes. We are excited for the opportunity to assist the Township to advance the Township's local planning objectives.

SCOPE OF SERVICES

In this role, Topology will provide planning services through an on-call and as-needed basis for the referenced development application, including:

- Review available tax records, surveys, tax maps, civil and/or architectural plans, professional technical reports, permits, and scope of development application.
- Review hearing transcripts / legal briefs and records for up-to-date testimony.
- Obtain the municipal zoning ordinance and comprehensive plan to perform a consistency analysis for use and development standards.
- Participate in meetings and/or calls with the project attorney, and as needed with the municipality to advance a hearing process.
- Present expert planning testimony at municipal Board and Commission meetings.
- Prep and prepare a zoning "baseline" memorandum summarizing the planning points above (as authorized).
- Prep and prepare planning visual exhibits utilizing GIS software to analyze site suitability of development (as authorized).
- Other planning services upon Client request.

PAYMENT TERMS

Topology will provide general planning services to address Township's needs at an **hourly service rate listed below**. Topology will not exceed \$7,500 of the hourly on-call scope without prior approval.

- CEO Principal: \$250
- Principal: \$200
- Planner III: \$175
- Planner I-II: \$150
- Intern: \$125

Topology will not proceed with any work under this proposal without first receiving written approval by the Township. Said authorizations shall include an estimate of time/cost anticipated for completion of assigned tasks. The rate specifically excluded costs that would be billed as reimbursable including but not limited to:

- Costs associated with materials for public engagement sessions
- Procurement of data from third party vendors
- Printing and production of deliverables
- Courier or express mail
- Mileage travel costs

Topology will issue monthly invoices as each service is provided. Payment is due within thirty (30) days from receipt of Topology's invoice.

TERMS OF AGREEMENT

This proposal is valid 90 days from the date of issuance. This agreement is effective as of the date of execution and will terminate no later than twelve months from the date of execution. Any work requested to be performed under this contract after such date will be billed at prevailing rates.