Township of Upper St. Clair

THERE WILL BE AN INFORMATIONAL AND GENERAL AFFAIRS MEETING OF THE BOARD OF COMMISSIONERS OF THE TOWNSHIP OF UPPER ST. CLAIR AT 7:30 P.M. ON MONDAY, NOVEMBER 25, 2024, AT THE MUNICIPAL BUILDING, TOWNSHIP OF UPPER ST. CLAIR, 1820 MCLAUGHLIN RUN ROAD, UPPER ST. CLAIR, PA 15241.

AGENDA

1. Call to Order.

2. Roll Call.

3. Citizens' Comments.

INFORMATIONAL ITEMS

4. Community Development

   A. December 2, 2024, Regular Meeting Agenda Items. (Memorandum enclosed)

   1. Old Business:

      (a.) Continued Public Hearing Re. PLC24-0001 – St. Clair Country Club Terrace Course – Unified Conditional Use Preliminary and Final Land Development Approval.

   2. New Business:

      (b.) None.

   B. Other.

      (a.) None.

5. Other Agenda and Discussion Items

   A. Discussion Re. Adoption of the 2025 Budget. (Memorandum enclosed)

   B. Discussion Re. Approval of Contracts. (Memorandums enclosed)
   - 2025 Consent Order Repairs Project
   - Pedestrian Improvements/Signalization
   - Meadowcrest Sidewalk Project 2025
   - Municipal Building Site Lighting & Signage

C. Discussion Re. Approving the Designation of Matching Funds through the Redevelopment Assistance Capital Program for the Upper St. Clair Township Library – Next Generation Library Improvement Project. (Memorandum enclosed)

D. Discussion Re. Investment Policy Update. (Memorandum enclosed)

E. Discussion Re. Snow Removal Agreement with Upper St. Clair School District. (Memorandum enclosed)

F. Discussion Re. Resolution Authorizing the Appropriate Township Officials to Execute a Utility Relocation Abbreviated Work Reimbursement Agreement for Manhole Adjustments on Boyce Road. (Memorandum enclosed)

GENERAL AFFAIRS

1. Status Report Re. Community & Recreation Center Assessment – Implementation and Advisory Committee Meeting held November 13, 2024. (Commissioners Burlingame and Graves to report)

2. Review of the Informational and General Affairs Meeting Minutes of October 28, 2024. (Minutes enclosed)

3. Consideration of the November 2024 Bill Sheet. (Bill Sheet sent electronically 11/22/24)

4. Acknowledge Receipt of Financial Statements for Ten-Month Period ending October 31, 2024. (Financial Statement sent electronically 11/22/24)

5. Adjournment.

MEMORANDUM

To: **Matthew R. Serakowski, Township Manager**

From: **Adam A. Benigni, AICP, Director of Planning & Community Development**

Date: **November 22, 2024**

Subject: **COMMUNITY DEVELOPMENT DEPARTMENT INFORMATIONAL ITEMS FOR THE INFORMATIONAL AND GENERAL AFFAIRS MEETING ON NOVEMBER 25, 2024.**

A. DECEMBER 2, 2024 - REGULAR MEETING AGENDA ITEMS

Old Business

1. CONTINUED PUBLIC HEARING RE. PLC24-0001 – ST. CLAIR COUNTRY CLUB TERRACE COURSE – UNIFIED CONDITIONAL USE PRELIMINARY AND FINAL LAND DEVELOPMENT APPROVAL

This is the continued public hearing on an application filed by St. Clair Country Club for Unified Conditional Use/Preliminary and Final Land Development Approval for the redesign of the Terrace Course and the driving range at the St. Clair Country Club, located at 2300 Old Washington Road. The application was considered by the Planning Commission on August 15, 2024, in which they recommended approval subject to certain conditions. The applicant presented to the Board on October 7, 2024 and November 4, 2024. A bill granting approval will be prepared for consideration by the Board on December 2, 2024.

New Business

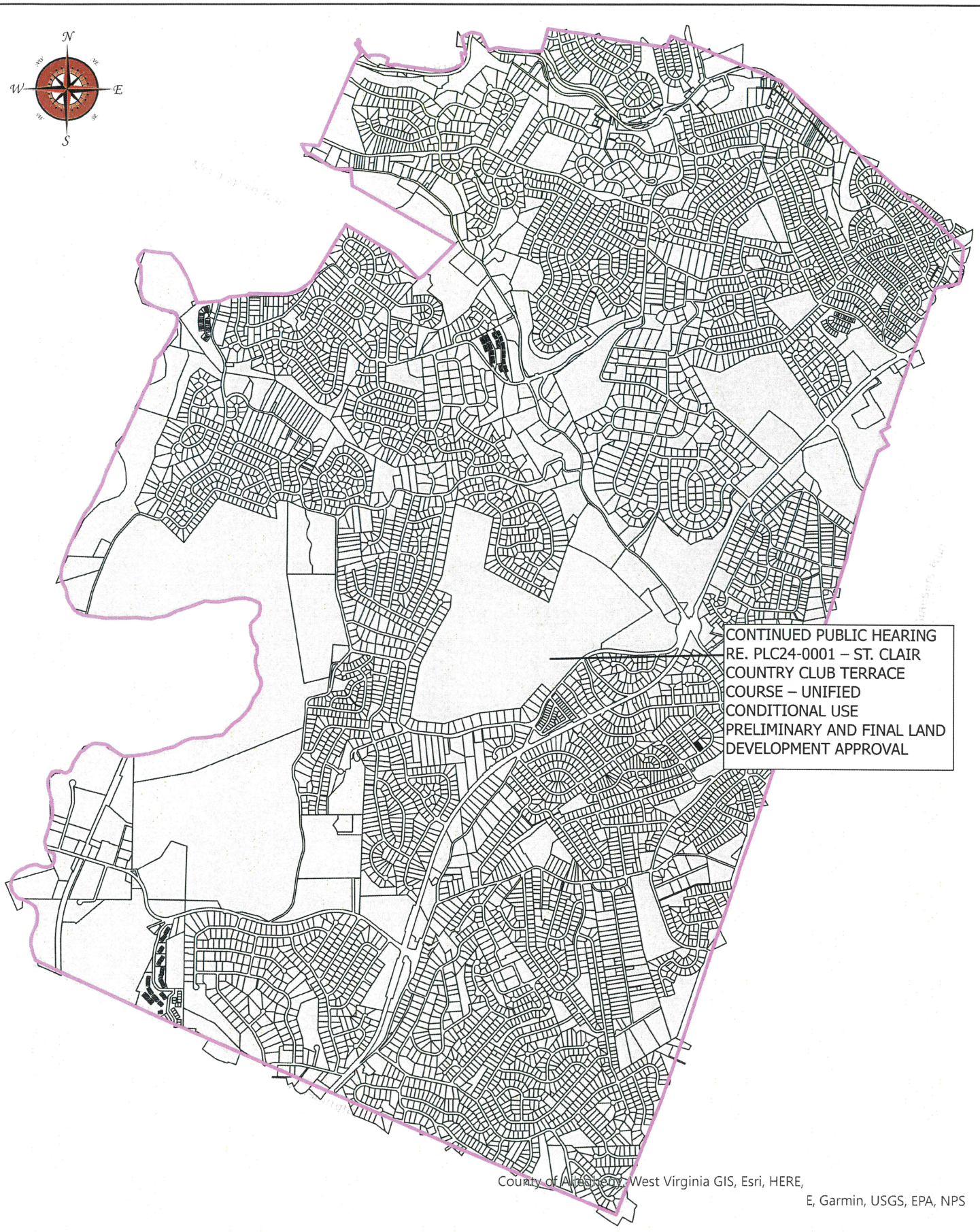
None.

B. OTHER

None.

Attachments

1. Map of locations of Community Development Department agenda items for the meetings of November 25, 2024 and December 2, 2024



USC

Township of Upper St. Clair
Department of Planning and
Community Development

Community Development Department
Agenda Items for the
Informational and General Affairs
Meetings of November 25 and December 2, 2024

MEMORANDUM

To: Board of Commissioners

From: Matthew R. Serakowski, Township Manager

Date: November 22, 2024

Subject: **DISCUSSION RE. ADOPTION OF THE 2025 BUDGET**

A public hearing was held on November 4, 2024, to review the Township Manager's 2025 Proposed Budget. This Proposed Budget holds the Real Estate Tax rate at 3.83 mills and the Earned Income Tax rate at 0.80% and sets the sanitary sewer rate multiplier at 1.64.

In accordance with Section 906 of the Township Charter, staff will prepare a Bill for the Board's consideration of the 2025 Budget. Staff will recommend that the Board of Commissioners adopt the 2025 Budget at the Regular Board meeting on Monday, December 2, 2024.

MEMORANDUM

To: Board of Commissioners

From: Matthew R. Serakowski, Township Manager

Date: November 22, 2024

Subject: **DISCUSSION RE. 2025 CONSENT ORDER REPAIRS PROJECT**

On Tuesday, November 5, 2024, four pre-qualified vendors submitted bids for the 2025 Consent Order Repairs Project. A. Merante Contracting, Inc., Pittsburgh, PA was the best responsible bidder in the amount of $3,489,970.00.

This project involves major source reduction work involving sanitary sewer repairs to meet the Township's obligation of ALCOSAN's Consent Order for 2025.

The cost of this project is allocated in the Township's Sanitary Sewer Fund.

Staff will recommend that the proper Township Officials be authorized to enter into a contract with A. Merante Contracting, Inc.. in the amount of $3,489,970.00 at the December 2, 2024 Regular Meeting of the Board.

Attachment

- Bid Tabulation

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RECORD OF BIDS

The Gateway Engineers, Inc.
100 McMorris Road
Pittsburgh, PA 15205

Township of Upper St. Clair
2025 Consent Order Repairs Project

C-85216-2410B
November 5, 2024

GATEWAY ENGINEERS
A FULL-SERVICE CIVIL ENGINEERING FIRM

				A. Merante Contracting, Inc. 4740 Streets Run Road Pittsburgh, PA 15236		Insight Pipe Contracting, LLC 232 E. Lancaster Road Harmony, PA 16037		Insituform Technologies, LLC 580 Goddard Avenue Chesterfield, MO 63005		Jet Jack Inc. 5020 Thoms Run Road Oakdale, PA 15071	
Item No.	Base Bid	Unit	Quantity	Unit Price	Amount	Unit Price	Amount	Unit Price	Amount	Unit Price	Amount
1	8" CIPP Lining (MH to MH), complete in place	L.F.	34,000	$ 40.00	$ 1,360,000.00	$ 43.00	$ 1,462,000.00	$ 42.00	$ 1,428,000.00	$ 39.00	$ 1,326,000.00
2	10" CIPP Lining (MH to MH), complete in place	L.F.	650	$ 49.50	$ 32,175.00	$ 51.00	$ 33,150.00	$ 52.00	$ 33,800.00	$ 40.00	$ 26,000.00
3	12" CIPP Lining (MH to MH), complete in place	L.F.	700	$ 62.65	$ 43,855.00	$ 64.00	$ 44,800.00	$ 90.00	$ 63,000.00	$ 50.00	$ 35,000.00
4	15" CIPP Lining (MH to MH), complete in place	L.F.	800	$ 70.00	$ 56,000.00	$ 92.00	$ 73,600.00	$ 123.00	$ 98,400.00	$ 65.00	$ 52,000.00
5	8"-18" Sanitary Sewer Heavy Cleaning, complete in place	L.F.	15,000	$ 2.80	$ 42,000.00	$ 7.00	$ 105,000.00	$ 3.00	$ 45,000.00	$ 3.00	$ 45,000.00
6	Grouting of Service Laterals, complete in place	EA.	60	$ 1,225.00	$ 73,500.00	$ 710.00	$ 42,600.00	$ 791.00	$ 47,460.00	$ 500.00	$ 30,000.00
7	Curtain Grouting, All Conditions, All Depths, Complete in Place	GAL.	10	$ 280.00	$ 2,800.00	$ 195.00	$ 1,950.00	$ 217.00	$ 2,170.00	$ 600.00	$ 6,000.00
8	Rehabilitation of Manholes with Calcium Aluminate Lining Material, Complete in Place	V.F.	3,500	$ 214.00	$ 749,000.00	$ 253.00	$ 885,500.00	$ 276.00	$ 966,000.00	$ 450.00	$ 1,575,000.00
9	Purchase and Placement of Chimney Seals, complete in place	EA.	60	$ 560.00	$ 33,600.00	$ 505.00	$ 30,300.00	$ 557.00	$ 33,420.00	$ 1,000.00	$ 60,000.00
10	Reinstatement of Active Service Laterals, complete in place	EA.	600	$ 147.00	$ 88,200.00	$ 175.00	$ 105,000.00	$ 113.00	$ 67,800.00	$ 150.00	$ 90,000.00
11	Removal of Protruding Service Tap, complete in place	EA.	60	$ 500.00	$ 30,000.00	$ 650.00	$ 39,000.00	$ 381.00	$ 22,860.00	$ 200.00	$ 12,000.00
12	8" Sanitary Sewer Point Repair, critical settlement area, 0'-8' in depth, complete in place	L.F.	60	$ 475.00	$ 28,500.00	$ 255.00	$ 15,300.00	$ 281.00	$ 16,860.00	$ 700.00	$ 42,000.00
13	8" Sanitary Sewer Point Repair, critical settlement area, 8.1'-12' in depth, complete in place	L.F.	30	$ 485.00	$ 14,550.00	$ 275.00	$ 8,250.00	$ 305.00	$ 9,150.00	$ 750.00	$ 22,500.00
14	8" Sanitary Sewer Point Repair, critical settlement area, 12.1'-16' in depth, complete in place	L.F.	20	$ 600.00	$ 12,000.00	$ 295.00	$ 5,900.00	$ 328.00	$ 6,560.00	$ 850.00	$ 17,000.00
15	8" Sanitary Sewer Point Repair, critical settlement area, Over 16' in depth, complete in place	L.F.	10	$ 875.00	$ 8,750.00	$ 450.00	$ 4,500.00	$ 498.00	$ 4,980.00	$ 1,100.00	$ 11,000.00
16	10"-12" Sanitary Sewer Point Repair, critical settlement area, 0'-8' in depth, complete in place	L.F.	30	$ 485.00	$ 14,550.00	$ 345.00	$ 10,350.00	$ 387.00	$ 11,610.00	$ 700.00	$ 21,000.00
17	10"-12" Sanitary Sewer Point Repair, critical settlement area, 8.1'-12' in depth, complete in place	L.F.	20	$ 525.00	$ 10,500.00	$ 355.00	$ 7,100.00	$ 399.00	$ 7,980.00	$ 800.00	$ 16,000.00
18	10"-12" Sanitary Sewer Point Repair, critical settlement area, 12.1'-16' in depth, complete in place	L.F.	10	$ 650.00	$ 6,500.00	$ 375.00	$ 3,750.00	$ 422.00	$ 4,220.00	$ 950.00	$ 9,500.00
19	10"-12" Sanitary Sewer Point Repair, critical settlement area, Over 16' in depth, complete in place	L.F.	10	$ 750.00	$ 7,500.00	$ 500.00	$ 5,000.00	$ 557.00	$ 5,570.00	$ 1,150.00	$ 11,500.00
20	15"-18" Sanitary Sewer Point Repair, critical settlement area, 0'-8' in depth, complete in place	L.F.	30	$ 675.00	$ 20,250.00	$ 365.00	$ 10,950.00	$ 410.00	$ 12,300.00	$ 750.00	$ 22,500.00
21	15"-18" Sanitary Sewer Point Repair, critical settlement area, 8.1'-12' in depth, complete in place	L.F.	20	$ 700.00	$ 14,000.00	$ 385.00	$ 7,700.00	$ 428.00	$ 8,560.00	$ 850.00	$ 17,000.00
22	15"-18" Sanitary Sewer Point Repair, critical settlement area, 12.1'-16' in depth, complete in place	L.F.	10	$ 890.00	$ 8,900.00	$ 400.00	$ 4,000.00	$ 451.00	$ 4,510.00	$ 1,150.00	$ 11,500.00
23	15"-18" Sanitary Sewer Point Repair, critical settlement area, Over 16' in depth, complete in place	L.F.	10	$ 900.00	$ 9,000.00	$ 525.00	$ 5,250.00	$ 586.00	$ 5,860.00	$ 1,400.00	$ 14,000.00
24	8" Sanitary Sewer Point Repair, non-critical settlement area, 0'-8' in depth, complete in place	L.F.	30	$ 485.00	$ 14,550.00	$ 195.00	$ 5,850.00	$ 217.00	$ 6,510.00	$ 650.00	$ 19,500.00
25	8" Sanitary Sewer Point Repair, non-critical settlement area, 8.1'-12' in depth, complete in place	L.F.	20	$ 525.00	$ 10,500.00	$ 200.00	$ 4,000.00	$ 217.00	$ 4,340.00	$ 700.00	$ 14,000.00
26	8" Sanitary Sewer Point Repair, non-critical settlement area, 12.1'-16' in depth, complete in place	L.F.	10	$ 600.00	$ 6,000.00	$ 215.00	$ 2,150.00	$ 235.00	$ 2,350.00	$ 850.00	$ 8,500.00
27	8" Sanitary Sewer Point Repair, non-critical settlement area, Over 16' in depth, complete in place	L.F.	10	$ 890.00	$ 8,900.00	$ 345.00	$ 3,450.00	$ 381.00	$ 3,810.00	$ 1,000.00	$ 10,000.00
28	10"-12" Sanitary Sewer Point Repair, non-critical settlement area, 0'-8' in depth, complete in place	L.F.	30	$ 450.00	$ 13,500.00	$ 205.00	$ 6,150.00	$ 229.00	$ 6,870.00	$ 650.00	$ 19,500.00
29	10"-12" Sanitary Sewer Point Repair, non-critical settlement area, 8.1'-12' in depth, complete in place	L.F.	20	$ 500.00	$ 10,000.00	$ 210.00	$ 4,200.00	$ 235.00	$ 4,700.00	$ 750.00	$ 15,000.00
30	10"-12" Sanitary Sewer Point Repair, non-critical settlement area, 12.1'-16' in depth, complete in place	L.F.	10	$ 600.00	$ 6,000.00	$ 220.00	$ 2,200.00	$ 246.00	$ 2,460.00	$ 900.00	$ 9,000.00
31	10"-12" Sanitary Sewer Point Repair, non-critical settlement area, Over 16' in depth, complete in place	L.F.	10	$ 790.00	$ 7,900.00	$ 355.00	$ 3,550.00	$ 399.00	$ 3,990.00	$ 1,100.00	$ 11,000.00
32	15"-18" Sanitary Sewer Point Repair, non-critical settlement area, 0'-8' in depth, complete in place	L.F.	30	$ 650.00	$ 19,500.00	$ 210.00	$ 6,300.00	$ 235.00	$ 7,050.00	$ 700.00	$ 21,000.00
33	15"-18" Sanitary Sewer Point Repair, non-critical settlement area, 8.1'-12' in depth, complete in place	L.F.	20	$ 725.00	$ 14,500.00	$ 220.00	$ 4,400.00	$ 246.00	$ 4,920.00	$ 800.00	$ 16,000.00
34	15"-18" Sanitary Sewer Point Repair, non-critical settlement area, 12.1'-16' in depth, complete in place	L.F.	10	$ 890.00	$ 8,900.00	$ 230.00	$ 2,300.00	$ 258.00	$ 2,580.00	$ 1,100.00	$ 11,000.00
35	15"-18" Sanitary Sewer Point Repair, non-critical settlement area, Over 16' in depth, complete in place	L.F.	10	$ 900.00	$ 9,000.00	$ 380.00	$ 3,800.00	$ 422.00	$ 4,220.00	$ 1,300.00	$ 13,000.00
36	Over 20 LF of Continuous 8" Sanitary Sewer Pipe Replacement, critical settlement area, 0'-12' in depth, complete in place	L.F.	40	$ 410.00	$ 16,400.00	$ 245.00	$ 9,800.00	$ 276.00	$ 11,040.00	$ 1,400.00	$ 56,000.00
37	Over 20 LF of Continuous 10"-12" Sanitary Sewer Pipe Replacement, critical settlement area, 0'-12' in depth, complete in place	L.F.	30	$ 500.00	$ 15,000.00	$ 255.00	$ 7,650.00	$ 284.00	$ 8,520.00	$ 1,400.00	$ 42,000.00
38	Over 20 LF of Continuous 15"-18" Sanitary Sewer Pipe Replacement, critical settlement area, 0'-12' in depth, complete in place	L.F.	20	$ 600.00	$ 12,000.00	$ 260.00	$ 5,200.00	$ 293.00	$ 5,860.00	$ 1,500.00	$ 30,000.00
39	Over 20 LF of Continuous 8" Sanitary Sewer Pipe Replacement, non-critical settlement area, 0'-12' in depth, complete in place	L.F.	40	$ 380.00	$ 15,200.00	$ 200.00	$ 8,000.00	$ 223.00	$ 8,920.00	$ 1,300.00	$ 52,000.00
40	Sewer Pipe Replacement, non-critical settlement area, 0'-12' in depth, complete in place	L.F.	30	$ 390.00	$ 11,700.00	$ 205.00	$ 6,150.00	$ 230.00	$ 6,900.00	$ 1,300.00	$ 39,000.00
41	Sewer Pipe Replacement, non-critical settlement area, 0'-12' in depth, complete in place	L.F.	20	$ 450.00	$ 9,000.00	$ 210.00	$ 4,200.00	$ 235.00	$ 4,700.00	$ 1,400.00	$ 28,000.00
42	Removal and Replacement of Service Wye Connections, critical settlement area, all depths, complete in place	EA.	5	$ 700.00	$ 3,500.00	$ 475.00	$ 2,375.00	$ 528.00	$ 2,640.00	$ 1,500.00	$ 7,500.00
43	Removal and Replacement of Service Wye Connections, non-critical settlement area, all depths, complete in place	EA.	10	$ 600.00	$ 6,000.00	$ 420.00	$ 4,200.00	$ 469.00	$ 4,690.00	$ 1,400.00	$ 14,000.00
44	Sanitary Sewer Lateral Replacement, critical settlement areas, all depths, complete in place	L.F.	50	$ 175.00	$ 8,750.00	$ 63.00	$ 3,150.00	$ 71.00	$ 3,550.00	$ 100.00	$ 5,000.00
45	Sanitary Sewer Lateral Replacement, non-critical settlement areas, all depths, complete in place	L.F.	50	$ 145.00	$ 7,250.00	$ 47.00	$ 2,350.00	$ 53.00	$ 2,650.00	$ 79.00	$ 3,950.00
46	Construction of Internal Drop Connection, complete in place	V.F.	10	$ 140.00	$ 1,400.00	$ 116.00	$ 1,160.00	$ 129.00	$ 1,290.00	$ 250.00	$ 2,500.00
47	Construction of External Drop Connection, 0'-8' in depth, complete in place	EA.	2	$ 1,850.00	$ 3,700.00	$ 2,315.00	$ 4,630.00	$ 2,578.00	$ 5,156.00	$ 1,000.00	$ 2,000.00
48	Construction of External Drop Connection, Over 8' in depth, complete in place	V.F.	4	$ 200.00	$ 800.00	$ 345.00	$ 1,380.00	$ 381.00	$ 1,524.00	$ 150.00	$ 600.00
49	Concrete Anchors for Sanitary Sewers, complete in place	EA.	2	$ 500.00	$ 1,000.00	$ 2,315.00	$ 4,630.00	$ 2,578.00	$ 5,156.00	$ 400.00	$ 800.00

RECORD OF BIDS

The Gateway Engineers, Inc.
100 McMorris Road
Pittsburgh, PA 15205

Township of Upper St. Clair
2025 Consent Order Repairs Project

C-85216-2410B
November 5, 2024

GATEWAY ENGINEERS
A FULL-SERVICE CIVIL ENGINEERING FIRM

Item No.	Base Bid	Unit	Quantity	A. Merante Contracting, Inc. 4740 Streets Run Road Pittsburgh, PA 15236		Insight Pipe Contracting, LLC 232 E. Lancaster Road Harmony, PA 16037		Insituform Technologies, LLC 580 Goddard Avenue Chesterfield, MO 63005		Jet Jack Inc. 5020 Thoms Run Road Oakdale, PA 15071	
				Unit Price	Amount	Unit Price	Amount	Unit Price	Amount	Unit Price	Amount
50	Install of Concrete Collars, complete in place	EA.	5	$ 400.00	$ 2,000.00	$ 470.00	$ 2,350.00	$ 528.00	$ 2,640.00	$ 600.00	$ 3,000.00
51	Removal and Replacement of Existing Sanitary Manholes 0'-8' in depth, complete in place	EA.	5	$ 10,000.00	$ 50,000.00	$ 5,500.00	$ 27,500.00	$ 6,093.00	$ 30,465.00	$ 8,900.00	$ 44,500.00
52	Sanitary Manholes, 8.1'-16' in depth, complete in place. (Additional compensation per V.F. over 8')	V.F.	10	$ 800.00	$ 8,000.00	$ 425.00	$ 4,250.00	$ 469.00	$ 4,690.00	$ 400.00	$ 4,000.00
53	Sanitary Manholes, Over 16' in depth, complete in place. (Additional compensation per V.F. over 16')	V.F.	6	$ 500.00	$ 3,000.00	$ 790.00	$ 4,740.00	$ 879.00	$ 5,274.00	$ 1,000.00	$ 6,000.00
54	Installation of New Standard Pre-Cast Sanitary Manholes, 0'-8' in depth, complete in place	EA.	5	$ 10,000.00	$ 50,000.00	$ 5,500.00	$ 27,500.00	$ 6,093.00	$ 30,465.00	$ 8,000.00	$ 40,000.00
55	Sanitary Manholes, 8.1'-16' in depth, complete in place (Additional compensation per V.F. over 8')	V.F.	10	$ 800.00	$ 8,000.00	$ 420.00	$ 4,200.00	$ 469.00	$ 4,690.00	$ 400.00	$ 4,000.00
56	Sanitary Manholes, Over 16' in depth, complete in place (Additional compensation per V.F. over 16')	V.F.	6	$ 500.00	$ 3,000.00	$ 790.00	$ 4,740.00	$ 879.00	$ 5,274.00	$ 1,000.00	$ 6,000.00
57	Installation of Wastewater Access Chamber, 0'-8' in depth, complete in place	EA.	4	$ 8,250.00	$ 33,000.00	$ 7,900.00	$ 31,600.00	$ 8,787.00	$ 35,148.00	$ 1,000.00	$ 4,000.00
58	Installation of Wastewater Access Chamber, Over 8' in depth, complete in place (Additional compensation per V.F. over 8')	V.F.	6	$ 175.00	$ 1,050.00	$ 735.00	$ 4,410.00	$ 820.00	$ 4,920.00	$ 150.00	$ 900.00
59	Manhole Bench and Invert Repair, complete in place	EA.	5	$ 975.00	$ 4,875.00	$ 475.00	$ 2,375.00	$ 527.00	$ 2,635.00	$ 1,500.00	$ 7,500.00
60	Adjust Buried Manholes to Grade, up to 1', complete in place.	EA.	15	$ 950.00	$ 14,250.00	$ 1,740.00	$ 26,100.00	$ 1,933.00	$ 28,995.00	$ 3,700.00	$ 55,500.00
61	Adjust Buried Manholes to Grade, Over 1', complete in place. (Additional compensation per V.F. over 1')	V.F.	15	$ 1,150.00	$ 17,250.00	$ 500.00	$ 7,500.00	$ 557.00	$ 8,355.00	$ 500.00	$ 7,500.00
62	Sanitary Manhole Frame and Lid Replacement, complete in place.	EA.	25	$ 975.00	$ 24,375.00	$ 1,320.00	$ 33,000.00	$ 1,465.00	$ 36,625.00	$ 777.00	$ 19,425.00
63	Installation of Watertight Manhole Frame and Lid, complete in place	EA.	2	$ 1,350.00	$ 2,700.00	$ 925.00	$ 1,850.00	$ 1,025.00	$ 2,050.00	$ 1,000.00	$ 2,000.00
64	Connection into Existing Sanitary Structure, complete in place	EA.	4	$ 485.00	$ 1,940.00	$ 475.00	$ 1,900.00	$ 528.00	$ 2,112.00	$ 5,000.00	$ 20,000.00
65	Concrete Encasement for Utilities, complete in place	L.F.	40	$ 135.00	$ 5,400.00	$ 11.00	$ 440.00	$ 12.00	$ 480.00	$ 200.00	$ 8,000.00
66	Installation of a Lateral Inspection Tee, complete in place	EA.	2	$ 875.00	$ 1,750.00	$ 2,630.00	$ 5,260.00	$ 2,929.00	$ 5,858.00	$ 1,500.00	$ 3,000.00
67	General Exploratory Excavation, complete in place	C.Y.	50	$ 120.00	$ 6,000.00	$ 158.00	$ 7,900.00	$ 176.00	$ 8,800.00	$ 100.00	$ 5,000.00
68	Trench Repaving – Bituminous Street, complete in place	S.Y.	200	$ 120.00	$ 24,000.00	$ 153.00	$ 30,600.00	$ 170.00	$ 34,000.00	$ 80.00	$ 16,000.00
69	Bituminous Sidewalk Restoration, complete in place	S.Y.	50	$ 50.00	$ 2,500.00	$ 137.00	$ 6,850.00	$ 153.00	$ 7,650.00	$ 60.00	$ 3,000.00
70	Bituminous Driveway Restoration, complete in place	S.Y.	50	$ 80.00	$ 4,000.00	$ 137.00	$ 6,850.00	$ 153.00	$ 7,650.00	$ 60.00	$ 3,000.00
71	Bituminous Wedge Curb, complete in place	L.F.	100	$ 8.00	$ 800.00	$ 24.00	$ 2,400.00	$ 26.00	$ 2,600.00	$ 10.00	$ 1,000.00
72	Cold Patch Installation, complete in place	S.Y.	100	$ 21.00	$ 2,100.00	$ 118.00	$ 11,800.00	$ 131.00	$ 13,100.00	$ 30.00	$ 3,000.00
73	1.5" (+/-) Mill and Pave, complete in place	S.Y.	200	$ 75.00	$ 15,000.00	$ 48.00	$ 9,600.00	$ 53.00	$ 10,600.00	$ 40.00	$ 8,000.00
74	Trench Repaving – Concrete Street, complete in place	S.Y.	100	$ 147.00	$ 14,700.00	$ 358.00	$ 35,800.00	$ 398.00	$ 39,800.00	$ 300.00	$ 30,000.00
75	Concrete Rolled Curb Restoration, complete in place	L.F.	50	$ 100.00	$ 5,000.00	$ 37.00	$ 1,850.00	$ 41.00	$ 2,050.00	$ 75.00	$ 3,750.00
76	Concrete Straight Curb Restoration, complete in place	L.F.	50	$ 100.00	$ 5,000.00	$ 37.00	$ 1,850.00	$ 41.00	$ 2,050.00	$ 100.00	$ 5,000.00
77	Concrete Curb and Gutter, complete in place	L.F.	50	$ 105.00	$ 5,250.00	$ 55.00	$ 2,750.00	$ 61.00	$ 3,050.00	$ 110.00	$ 5,500.00
78	Concrete Sidewalk Restoration, complete in place	S.F.	200	$ 13.00	$ 2,600.00	$ 36.00	$ 7,200.00	$ 40.00	$ 8,000.00	$ 22.00	$ 4,400.00
79	Concrete Driveway Restoration, complete in place	S.F.	200	$ 15.00	$ 3,000.00	$ 40.00	$ 8,000.00	$ 45.00	$ 9,000.00	$ 25.00	$ 5,000.00
80	Installation of ADA Ramp, complete in place	EA.	3	$ 2,750.00	$ 8,250.00	$ 4,800.00	$ 14,400.00	$ 5,390.00	$ 16,170.00	$ 5,000.00	$ 15,000.00
81	Registered Plumber, complete in place	HR.	15	$ 120.00	$ 1,800.00	$ 145.00	$ 2,175.00	$ 164.00	$ 2,460.00	$ 150.00	$ 2,250.00
82	Retaining/Landscape Wall Restoration, complete in place	S.F.F.	100	$ 57.00	$ 5,700.00	$ 26.00	$ 2,600.00	$ 29.00	$ 2,900.00	$ 45.00	$ 4,500.00
83	Fence Removal and Replacement, complete in place	L.F.	50	$ 80.00	$ 4,000.00	$ 16.00	$ 800.00	$ 18.00	$ 900.00	$ 20.00	$ 1,000.00
84	Topsoil and Seeding, complete in place	S.Y.	500	$ 24.00	$ 12,000.00	$ 11.00	$ 5,500.00	$ 11.00	$ 5,500.00	$ 10.00	$ 5,000.00
85	Removal of Existing Tree, up to 18" in Diameter, as directed by Owner or Engineer, complete in place	EA.	4	$ 1,600.00	$ 6,400.00	$ 2,900.00	$ 11,600.00	$ 3,281.00	$ 13,124.00	$ 1,500.00	$ 6,000.00
86	Removal of Existing Tree, over 18" in Diameter, as directed by Owner or Engineer, complete in place	EA.	2	$ 2,750.00	$ 5,500.00	$ 4,400.00	$ 8,800.00	$ 4,921.00	$ 9,842.00	$ 3,500.00	$ 7,000.00
87	Use of Access Mats, complete in place	EA.	4	$ 2,400.00	$ 9,600.00	$ 7,900.00	$ 31,600.00	$ 8,787.00	$ 35,148.00	$ 200.00	$ 800.00
88	Pre-CCTV Repair Location Determination, complete in place	EA.	20	$ 675.00	$ 13,500.00	$ 750.00	$ 15,000.00	$ 586.00	$ 11,720.00	$ 250.00	$ 5,000.00
89	Plugging/Blocking/Bypass Pumping for Sewers 8"-12" in diameter, complete in place	HR.	20	$ 115.00	$ 2,300.00	$ 72.00	$ 1,440.00	$ 76.00	$ 1,520.00	$ 200.00	$ 4,000.00
90	Plugging/Blocking/Bypass Pumping for Sewers Greater than 12" in diameter, complete in place	HR.	20	$ 165.00	$ 3,300.00	$ 132.00	$ 2,640.00	$ 141.00	$ 2,820.00	$ 450.00	$ 9,000.00
91	Crew Time, complete in place	HR.	20	$ 625.00	$ 12,500.00	$ 707.00	$ 14,140.00	$ 791.00	$ 15,820.00	$ 750.00	$ 15,000.00
92	Site Clearing and Site Preparation, complete in place	L.S.	1	$ 20,000.00	$ 20,000.00	$ 19,000.00	$ 19,000.00	$ 14,060.00	$ 14,060.00	$ 2,500.00	$ 2,500.00
93	Site Cleanup, Plantings, Landscaping and Site Restoration, complete in place	L.S.	1	$ 22,500.00	$ 22,500.00	$ 20,000.00	$ 20,000.00	$ 7,616.00	$ 7,616.00	$ 5,000.00	$ 5,000.00
94	Erosion & Sedimentation Controls, complete in place	L.S.	1	$ 12,500.00	$ 12,500.00	$ 5,000.00	$ 5,000.00	$ 5,273.00	$ 5,273.00	$ 5,000.00	$ 5,000.00
95	Traffic Control, Site Protection; Resident Notification, Utility Notification, Coordination, and Removal, and Utility Shoring, complete in place	L.S.	1	$ 122,500.00	$ 122,500.00	$ 90,000.00	$ 90,000.00	$ 156,250.00	$ 156,250.00	$ 50,000.00	$ 50,000.00
	Total Base Bid				* $ 3,489,970.00		$ 3,592,035.00		$ 3,692,615.00		$ 4,388,375.00

*Apparent Low Bidder

Certified As A Correct Copy Of All Bids Received

By: _____ Date: 11/15/2024

MEMORANDUM

To: Board of Commissioners

From: Matthew R. Serakowski, Township Manager

Date: November 22, 2024

Subject: **DISCUSSION RE. PEDESTRIAN IMPROVEMENTS/SIGNALIZATION**

At the Regular Board of Commissioners' meeting on September 3, 2024, the Board unanimously rejected the only bid received for the Pedestrian Improvements project, which came in well above the budgeted amount for this work. The project consisted of signalization improvements at various intersections and the installation of a new sidewalk at Meadowcrest Drive. At that time, it was conveyed that splitting the project up into two separate bids may attract a higher number of more favorable bids.

On Tuesday, November 5, 2024, two pre-qualified vendors submitted bids for the Pedestrian Improvements/Signalization project. Gulisek Construction, Mt. Pleasant, PA was the best responsible bidder in the amount of $274,297.00.

This project will involve signalization improvements of Rectangular Rapid Flashing Beacons (RRFB) at the following intersections: McMurray Road and Ruthfred Drive; Lesnett Road and Chartwell Drive; Fort Couch Road and Meadowcrest Drive; and, the trail connection at Boyce Road and Millwood Drive.

The cost of this project is allocated in the Township's Capital Projects Fund. A grant from the Multimodal Transportation Fund is providing approximately 65% of the project's cost.

Staff will recommend that the proper Township Officials be authorized to enter into a contract with Gulisek Construction in the amount of $274,297.00 at the December 2, 2024 Regular Meeting of the Board.

Attachment

- Bid Tabulation

/pec

i:\memos\discussionrepedestrianimprovements_signalization.doc

Township of USC Upper St. Clair

FOUNDED 1788

PROJECT BID COMPARISON
RRFB AND TRAIL CONNECTION
UPPER ST CLAIR PEDESTRIAN IMPROVEMENTS PROJECT
UPPER ST CLAIR, ALLEGHENY COUNTY, PENNSYLVANIA

				Gulisek Construction		CH&D Enterprises	
SPEC.	DESCRIPTION	UNIT	QUANTITY	UNIT PRICE	COST	UNIT PRICE	COST
0201-0001	CLEARING AND GRUBBING	LS	1	$ 15,500.00	$ 15,500.00	$ 10,000.00	$ 10,000.00
0203-0001	CLASS 1 EXCAVATION	SY	125	$ 107.00	$ 13,375.00	$ 94.00	$ 11,750.00
0313-0322	SUPERPAVE ASPHALT MIXTURE DESIGN, BASE COURSE, PG 64S-22, < 0.3 MILLION ESALs, 25.0 MM MIX, 4" DEPTH	SY	123	$ 89.00	$ 10,947.00	$ 130.00	$ 15,990.00
0350-0104	SUBBASE 4" DEPTH (NO. 2A)	SY	123	$ 46.00	$ 5,658.00	$ 57.00	$ 7,011.00
0608-0001	MOBILIZATION (PART A)	LS	1	$ 15,000.00	$ 15,000.00	$ 25,000.00	$ 25,000.00
0802-0003	TOPSOIL FURNISHED AND PLACED	SY	206	$ 45.00	$ 9,270.00	$ 19.20	$ 3,955.20
0804-0025	SEEDING AND SOIL SUPPLEMENTS - FORMULA B RESIDENTIAL MIX, INCLUDING MULCH	LB	9	$ 350.00	$ 3,150.00	$ 240.00	$ 2,160.00
0810-0023	TREE TRIMMING TO A MAX HEIGHT OF 20' (LESNETT RD)	LS	1	$ 4,250.00	$ 4,250.00	$ 5,500.00	$ 5,500.00
0901-0001	MAINTENANCE AND PROTECTION OF TRAFFIC (PART A)	LS	1	$ 43,500.00	$ 43,500.00	$ 64,000.00	$ 64,000.00
0931-0003	POST MOUNTED SIGNS, TYPE B, STEEL SQUARE POST	SF	31	$ 52.00	$ 1,612.00	$ 82.00	$ 2,542.00
0935-0001	POST MOUNTED SIGNS, TYPE F	SF	10	$ 25.50	$ 255.00	$ 50.00	$ 500.00
0935-0423	RECTANGULAR RAPID FLASHING BEACON ASSEMBLY WITH PEDESTRIAN PUSH BUTTON (DOUBLE SIDED)	EACH	8	$ 5,000.00	$ 40,000.00	$ 16,800.00	$ 134,400.00
0941-0001	RESET POST MOUNTED SIGNS, TYPE B	EACH	1	$ 170.00	$ 170.00	$ 450.00	$ 450.00
0950-0002	UNFORESEEN TRAFFIC SIGNAL WORK	DOLLAR	4,000	$ 1.00	$ 4,000.00	$ 1.00	$ 4,000.00
0951-4014	TRAFFIC SIGNAL SUPPORT, 14' PEDESTAL	EACH	8	$ 6,800.00	$ 54,400.00	$ 11,500.00	$ 92,000.00
0960-0021	24" WHITE HOT THERMOPLASTIC PAVEMENT MARKINGS	LF	300	$ 20.35	$ 6,105.00	$ 22.00	$ 6,600.00
0963-0001	PAVEMENT MARKING REMOVAL	SF	340	$ 8.25	$ 2,805.00	$ 8.80	$ 2,992.00
9000-0001	CONSTRUCT ADA SIDEWALK SLAB	SF	165	$ 220.00	$ 36,300.00	$ 190.00	$ 31,350.00
9000-0002	INSTALL DWS IN EXISTING CONCRETE LANDING AREA	EACH	1	$ 8,000.00	$ 8,000.00	$ 4,500.00	$ 4,500.00
				TOTAL	**$ 274,297.00**		**$ 424,700.20**

MEMORANDUM

To: Board of Commissioners

From: Matthew R. Serakowski, Township Manager

Date: November 22, 2024

Subject: **DISCUSSION RE. MEADOWCREST SIDEWALK PROJECT 2025**

At the Regular Board of Commissioners' meeting on September 3, 2024, the Board unanimously rejected the only bid received for the Pedestrian Improvements project, which came in well above the budgeted amount for this work. The project consisted of signalization improvements at various intersections and the installation of a new sidewalk at Meadowcrest Drive. At that time, it was conveyed that splitting the project up into two separate bids may attract a higher number of more favorable bids.

On Tuesday, November 5, 2024, four pre-qualified vendors submitted bids for the Meadowcrest Sidewalk Project 2025. Escajeda Masonry & Concrete, Pittsburgh, PA was the best responsible bidder in the amount of $142,328.50

This project will involve the installation of a new concrete sidewalk and ADA ramps along Meadowcrest Drive, including bulk excavation, grading, erosion and sedimentation control measures, existing driveway and sidewalk adjustments, existing utility and site feature protection, and site restoration.

The cost of this project is allocated in the Township's Capital Projects Fund.

Staff will recommend that the proper Township Officials be authorized to enter into a contract with Escajeda Masonry & Concrete in the amount of $142,328.50 at the December 2, 2024 Regular Meeting of the Board.

Attachment

- Bid Tabulation

/pec

discussionremeadowcrestsidewalk2025

GATEWAY ENGINEERS

RECORD OF BIDS

Township of Upper St. Clair
1820 McLaughlin Run Road
Upper St. Clair, PA 15241

The Gateway Engineers, Inc.
100 McMorris Road
Pittsburgh, PA 15205

Meadowcrest Sidewalk Project 2025
C-85516-0000

Bids Received:
November 5, 2024 at 9:00 AM

BIDDERS				Escajeda Masonry, LLC 3561 Valley Drive Pittsburgh, PA 15234		Avelli Construction Corporation 300 Ohio River Boulevard Ambridge, PA 15003		A. Merante Contracting , Inc. 4740 Streets Run Road Pittsburgh, PA 15236		Fryer Excavating, LLC 338 Concord Church Road Beaver Falls, PA 15010	
ITEM NO.	DESCRIPTION	UNIT	QTY.	UNIT PRICE	TOTAL	UNIT PRICE	TOTAL	UNIT PRICE	TOTAL	UNIT PRICE	TOTAL
Base Bid											
1	Place Concrete Sidewalk, complete in place	S.F.	3,590	$20.46	$73,451.40	$20.00	$71,800.00	$14.00	$50,260.00	$23.00	$82,570.00
2	Bulk Excavation and Fine Grading, complete in place	L.S.	1	$10,480.00	$10,480.00	$5,000.00	$5,000.00	$20,000.00	$20,000.00	$34,000.00	$34,000.00
3	Place Handicap Ramps, complete in place	EA.	3	$3,250.00	$9,750.00	$4,000.00	$12,000.00	$4,000.00	$12,000.00	$2,000.00	$6,000.00
4	Site Clearing and Site Preparation, complete in place	L.S.	1	$2,200.00	$2,200.00	$5,000.00	$5,000.00	$11,400.00	$11,400.00	$4,719.03	$4,719.03
5	Site Cleanup, Plantings, and Site Restoration, complete in place	L.S.	1	$8,250.00	$8,250.00	$5,000.00	$5,000.00	$11,200.00	$11,200.00	$4,000.00	$4,000.00
6	Erosion and Sedimentation Control, complete in place	L.S.	1	$6,030.00	$6,030.00	$5,000.00	$5,000.00	$5,500.00	$5,500.00	$3,000.00	$3,000.00
7	Construction Documentation, complete in place	L.S.	1	$50.00	$50.00	$2,000.00	$2,000.00	$1,200.00	$1,200.00	$500.00	$500.00
8	Removal and Replacement of Existing Bituminous Driveways, complete in place	S.Y.	120	$35.52	$4,262.40	$180.00	$21,600.00	$89.00	$10,680.00	$22.00	$2,640.00
9	Removal and Replacement of Existing Concrete Driveways, complete in place	S.F.	415	$27.18	$11,279.70	$20.00	$8,300.00	$17.00	$7,055.00	$25.00	$10,375.00
10	Traffic Control; Site Protection; Resident Notification; Utility Notification, Coordination, and Removal and Utility Shoring, complete in place	L.S.	1	$1,000.00	$1,000.00	$5,000.00	$5,000.00	$3,250.00	$3,250.00	$8,000.00	$8,000.00
11	Infiltration Trench, complete in place	L.F.	700	$22.25	$15,575.00	$25.00	$17,500.00	$37.50	$26,250.00	$45.00	$31,500.00
			Base Bid Total	*	**$142,328.50**		**$158,200.00**		**$158,795.00**		**$187,304.03**

Bid contained mathematical errors causing the Bid Total to incorrectly show $141,330.00

Certified As A Correct Copy Of All Bids Received

By: _____

***Apparent low bidder**

Date: November 21, 2024

MEMORANDUM

To: Board of Commissioners

From: Matthew R. Serakowski, Township Manager

Date: November 22, 2024

Subject: **DISCUSSION RE. MUNICIPAL BUILDING SITE LIGHTING & SIGNAGE**

At the Regular Board of Commissioners' meeting on April 1, 2024, the Board of Commissioners unanimously rejected the bids for the Municipal Building Site Lighting & Signage project because both bids exceeded the budgeted allowance, and the timeline of the project did not line up with the parking lot resurfacing.

On Tuesday, November 5, 2024, six pre-qualified vendors submitted bids for the Municipal Building Site Lighting & Signage project. Merit Electrical Group, Inc. was the best responsible bidder in the amount of $474,000.00.

This project involves replacement of the existing exterior site lighting poles and fixtures within the Municipal Building parking lot and adjacent areas, and installing new brick and limestone monuments signs identifying the major public entrances into the Municipal Building. Project work will align with the repaving of the Municipal Building parking lot.

The cost of this project is allocated in the Township's Capital Projects Fund.

Staff will recommend that the proper Township Officials be authorized to enter into a contract with Merit Electrical Group, Inc., in the amount of $474,000.00 at the December 2, 2024 Regular Meeting of the Board.

Attachments

- Bid Tabulation
- Sign locations onsite
- Artist rendering of sign

/pec
i:\memos\discussionrehaysroadstreamrestoration2024.doc

EPM architecture

Project Proposal Tabulation

Verified

DATE: 11/5/2024

PROJECT: **USC-Municipal Building Site Lighting & Signage**

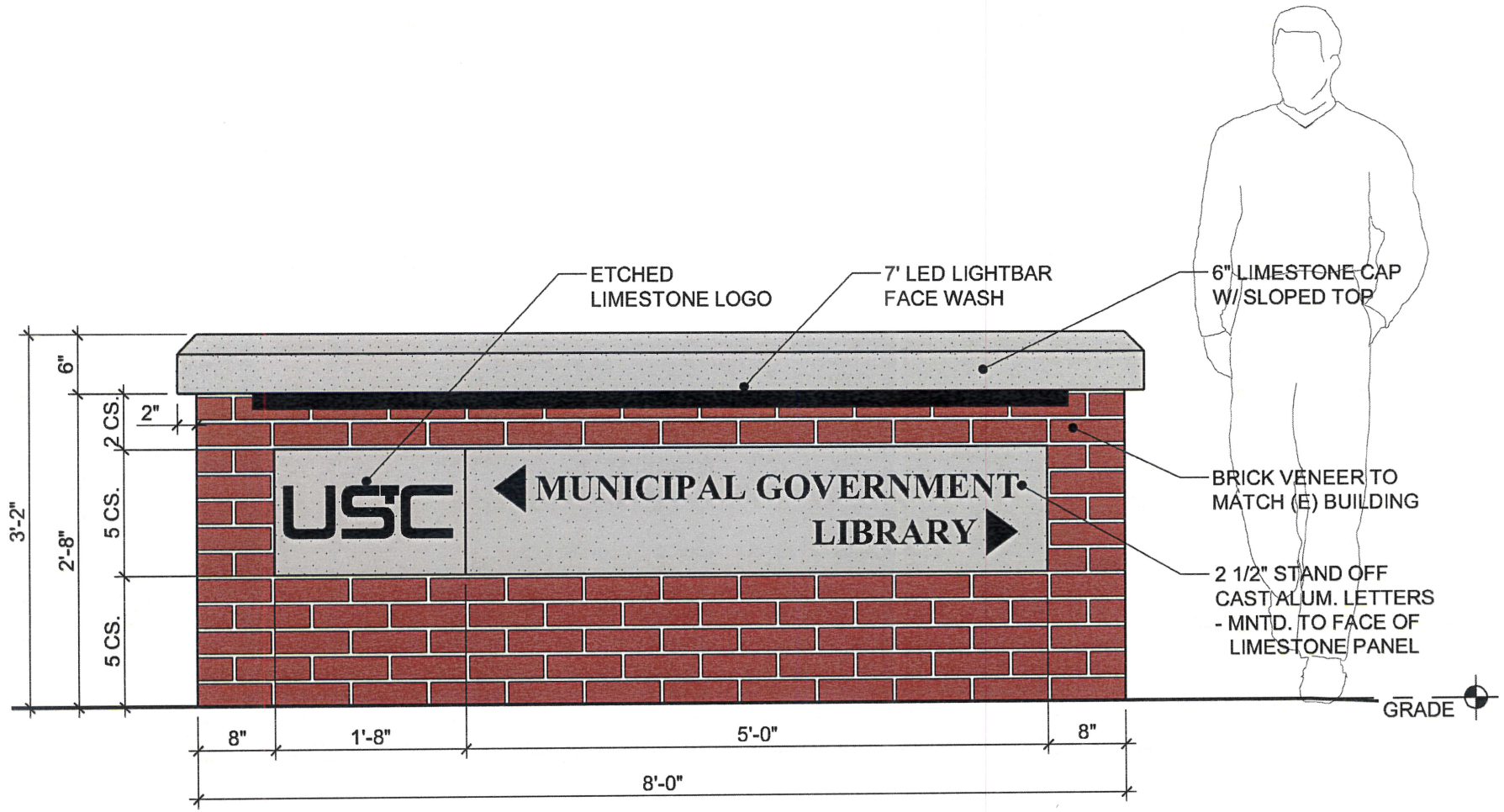
EPM# 202420.00

Bids Received: 11/5/2024 @ 9:00AM EST

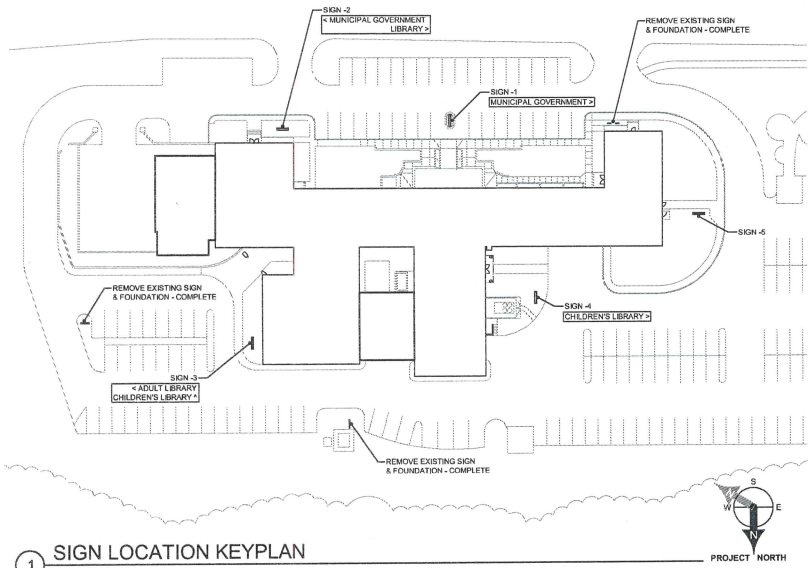
CONTRACTOR:	BASE BID:	ADD Alt.-1 Site Signage Work	COMBINED BASE BID & ADD Alt.-1	Addenum No.1 Ackowledged	Addenum No.2 Ackowledged	Bid Bond Attached	Non-Collusion Attached	PWEV Form Attached
CONTRACT No.1- Site Lighting & Signage								
Merit Electrical Group, Inc.	$ 389,000.00	$ 85,000.00	$ 474,000.00	X	X	X	X	X
Allegheny City Electric, Inc.	$ 385,000.00	$ 94,500.00	$ 479,500.00	X	X	X	X	X
McCurley Houston Electric, Inc.	$ 437,000.00	$ 92,000.00	$ 529,000.00	X	X	X	X	X
A-1 Electric, Inc.	$ 484,900.00	$ 93,900.00	$ 578,800.00	X	X	X	X	X
A. Merante Contracting, Inc.	$ 615,000.00	$ 103,000.00	$ 718,000.00	X	X	X	X	X
TSB, Inc. /dba Schultheis Electric	$ 725,000.00	$ 105,000.00	$ 830,000.00	X	X	X	X	X
	$ -	$ -	$ -					

NOTES:

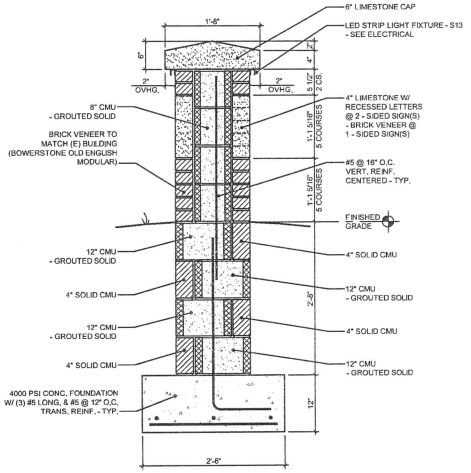
1) Proposals valid for 60 days.



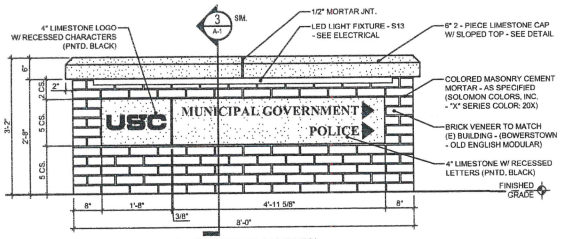
PROJECT NAME: UPPER ST. CLAIR MUNICIPAL BLDG. - PROPOSED SITE SIGNAGE	PROJECT NUMBER: 202010.00	SHEET NUMBER: S -2D	EPM architecture PO Box 153 Bradfordwoods, PA 15015 Office: 724-933-0229 www.epmarchitecture.com
DRAWING TITLE: SITE SIGN - 2 (SCHEME D)	DATE: 06.14.2023	© EPM Architecture 2023	



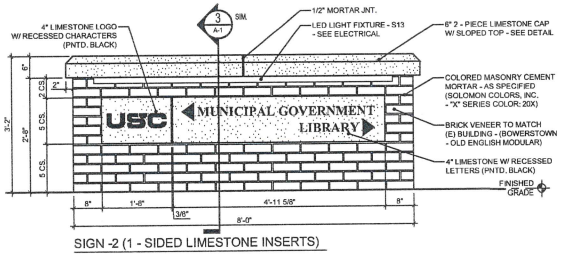
1 SIGN LOCATION KEYPLAN
1"=40'-0"



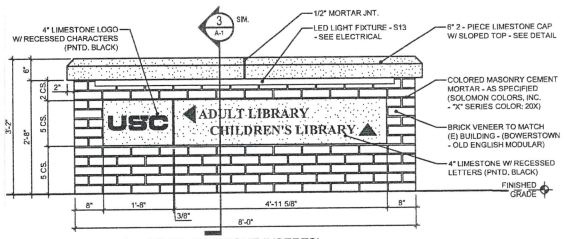
3 TYPICAL SIGNAGE SECTION
1"=1'-0"



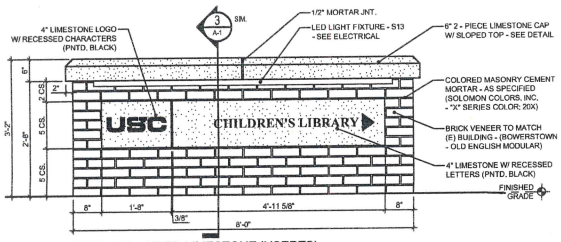
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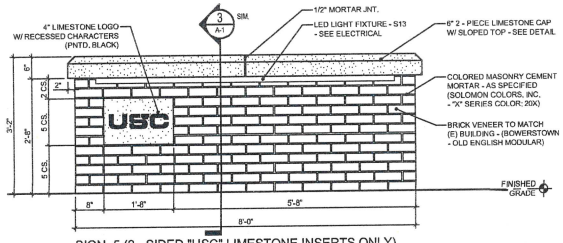
SIGN -2 (1 - SIDED LIMESTONE INSERTS)



SIGN -3 (1 - SIDED LIMESTONE INSERTS)



SIGN -4 (1 - SIDED LIMESTONE INSERTS)



SIGN -5 (2 - SIDED "USC" LIMESTONE INSERTS ONLY)

NOTE: PROVIDE (2) 4'-11 ¾"L.x12 ⁷⁄₈"H. x4"D. BLANK LIMESTONE INSERTS TO OWNER FOR FUTURE USE.

2 SIGNAGE ELEVATIONS
3/4"=1'-0"

Site Lighting & Signage Improvements
For
UPPER ST. CLAIR MUNICIPAL BUILDING
Township of Upper St. Clair, 1820 McLaughlin Run Road
Upper St. Clair, Pennsylvania, 15241

EPM architecture
PO Box 153
Bradfordwoods, PA 15015
Office: 724-933-0229
www.epmarchitecture.com

REVISIONS:
1 -
2 -
3 -
4 -
5 -

DATE:
February, 2024
PROJECT NUMBER:
202420.00
OWNER/CLIENT:
Township of Upper St. Clair
DRAWING TITLE:
Alternate No. 1 - Site Signage
DRAWN BY:
JRA
SHEET NUMBER:
A-1

© EPM Architecture 2024

MEMORANDUM

To: Board of Commissioners

From: Matthew R. Serakowski, Township Manager

Date: November 22, 2024

Subject: **DISCUSSION RE. APPROVING THE DESIGNATION OF MATCHING FUNDS THROUGH THE REDEVELOPMENT ASSISTANCE CAPITAL PROGRAM FOR THE UPPER ST. CLAIR TOWNSHIP LIBRARY – NEXT GENERATION LIBRARY IMPROVEMENT PROJECT**

In August of 2020, the Township applied for a grant through the Redevelopment Assistance Capital Program (RACP) for the Upper St. Clair Township Library – Next Generation Library Improvement Project. The Township was advised in December of 2020 that the project was awarded funding in the amount of $250,000. As a special condition to the grant agreement, the Township must now complete a Resolution approving the designation of matching funds for costs associated with the Upper St. Clair Township Library – Next Generation Library Improvement Project.

Staff will prepare the appropriate Resolution for the December 2, 2024 Regular Meeting of the Board.

Staff will recommend that the Resolution be adopted at the December 2, 2024 Regular Meeting of the Board.

/aw

i:\memos\discussion re .racp grant documentation nov 2024.docx

MEMORANDUM

To: Board of Commissioners

From: Matthew R. Serakowski, Township Manager

Date: November 22, 2024

Subject: **DISCUSSION RE. INVESTMENT POLICY UPDATE**

One of the Board of Commissioners' Planning Priorities for 2024-2025 is to update the Township's investment policy. Chapter 25.10 of the Township Code was adopted in December 1994 to establish an investment policy for the Township. Except for a minor addition in 1995, the original policy has remained in place without revision for 30 years.

Although the Township has been able to operate its investment program effectively during that time, the policy should be modernized to align with current best practices, and it should be clarified to reflect separate policies for retirement and non-retirement assets.

There are multiple steps to accomplishing this. Step 1 is to simplify Chapter 25.10 so that it points to external Township investment policies rather than trying to cover the entire policy within the Code (the external policies would still require formal adoption by the Board of Commissioners). Step 2 is to adopt an external investment policy for non-retirement funds. These two steps should occur in conjunction with each other.

The following relevant exhibits are attached:

- Exhibit A – Existing version of Chapter 25.10.
- Exhibit B – Proposed simplified version of Chapter 25.10 (step 1).
- Exhibit C – Proposed investment policy for non-retirement funds (step 2).

The core intent of Chapter 25.10 is maintained in the proposed new policy. That is, to have an investment program that ensures the safety of the Township's financial assets while being broad enough to provide appropriate liquidity and yield.

This process has been reviewed with the Budget & Finance Committee throughout 2024 and the recommended changes have been approved by the Township Attorney. Two separate Bills will be prepared for the Board to effectuate these changes – one Bill for the Chapter 25.10 revision and another Bill to adopt the new policy.

Staff will recommend the Board of Commissioners adopt both Bills at its Regular Meeting on December 2, 2024.

EXHIBIT A

Existing Version of Chapter 25.10

EXHIBIT A
EXISTING VERSION OF CHAPTER 25.10

§ 25.10. Investment Policy.

25.10.1. The TOWNSHIP MANAGER is authorized to invest TOWNSHIP funds in any of the following:

25.10.1.1. United States Treasury bills.

25.10.1.2. Short-term obligations of the United States Government or its agencies or instrumentalities.

25.10.1.3. Deposits in savings accounts or time deposits, other than certificates of deposit, or share accounts of institutions insured by the Federal Deposit Insurance Corporation or the Federal Savings and Loan Insurance Corporation or the National Credit Union Share Insurance Fund or the Pennsylvania Deposit Insurance Corporation or the Pennsylvania Savings Association Insurance Corporation to the extent that such accounts are so insured, and, for any amounts above the insured maximum, provided that approval collateral as provided by LAW therefore shall be pledged by the depository.

25.10.1.4. Obligations of the United States of America or any of its agencies or instrumentalities backed by the full faith and credit of the United States of America, the COMMONWEALTH or any of its agencies or instrumentalities backed by the full faith and credit of the COMMONWEALTH, or of any political subdivision of the COMMONWEALTH or any of its agencies or instrumentalities backed by the full faith and credit of the political subdivision.

25.10.1.5. Shares of an investment company registered under the Investment Company Act of 1940, whose shares are registered under the Securities Act of 1933, provided that the only investments of that company are in the authorized investments for TOWNSHIP funds listed in Sections 25.10.1.1 through 25.10.1.4.

25.10.1.6. Certificates of deposit purchased from institutions insured by the Federal Deposit Insurance Corporation or the Federal Savings and Loan Insurance Corporation or the National Credit Union Share Insurance Fund or the Pennsylvania Deposit Insurance Corporation or the Pennsylvania Savings Association Insurance Corporation to the extent that such accounts are so insured. However, for any amounts above the insured maximum, such certificates of deposit shall be collateralized by a pledge or assignment of assets of the institution, and such collateral may include loans (including interest in pools of loans) secured by first mortgage liens on real property. Certificates of deposit purchased from commercial banks shall be limited to an amount equal to twenty percent of a bank's total capital and surplus. Certificates of deposit purchased from savings and loan associations or savings banks shall be limited to an amount equal to twenty percent of an

institution's assets minus liabilities.

25.10.1.7. Any investment authorized by 20 Pa. C.S. Ch. 73 (relating to fiduciaries investment) shall be an authorized investment for any pension or retirement fund.

25.10.2. In addition to the investments permitted in Section 25.10.1, the TOWNSHIP MANAGER, with the approval of the BOARD OF COMMISSIONERS, shall have the power to invest TOWNSHIP funds consistent with the sound business practice of a prudent PERSON in any investment selected by the TOWNSHIP MANAGER and approved by the BOARD OF COMMISSIONERS.

25.10.3. The TOWNSHIP MANAGER shall have the authority:

25.10.3.1. To permit assets pledged as collateral under Subsection 25.10.1.3. above, to be pooled in accordance with the act of August 6, 1971 (P.L. 281, No. 72), relating to pledges of assets to secure deposits of public funds.

25.10.3.2. To combine moneys from more than one fund under TOWNSHIP control for the purchase of a single investment, provided that each of the funds combined for the purpose shall be accounted for separately in all respects and that the earnings from the investment are separately and individually computed and recorded, and credited to the accounts from which the investment was purchased.

25.10.3.3. To join with one or more other political subdivision and municipal authorities in accordance with the act of July 12, 1972 (P.L. 762, No. 180) entitled "An act relating to intergovernmental cooperation," in the purchase of a single investment, provided that the requirements of subclause (ii) on separate accounting of individual funds are separate computation, recording and crediting of the earning therefrom are adhered to.

25.10.4. The officers of the TOWNSHIP are authorized to execute any documents necessary to carry out the investment policy of the TOWNSHIP.

25.10.5. The TOWNSHIP Manager is authorized to select management companies, mutual funds, or insurance plans for employees to invest employee deferred compensation funds under Section 457 of the Internal Revenue Code or to purchase insurance coverage. No TOWNSHIP funds shall be involved in the selections. **[Amended 8-7-95 by Ord. No. 1678]**

EXHIBIT B
PROPOSED NEW VERSION OF CHAPTER 25.10

§ 25.10. Investment Policy.

25.10.1. The TOWNSHIP MANAGER is authorized to invest TOWNSHIP funds in accordance with investment policies developed for Township assets and adopted by the Board of Commissioners.

25.10.1.1. There shall be separate investment policies for retirement assets and non-retirement assets.

25.10.1.2. The investment policies shall comply with the applicable laws of the Commonwealth.

EXHIBIT B

Proposed Simplified Version of Chapter 25.10

EXHIBIT C

Proposed Investment Policy for Non-Retirement Funds

TOWNSHIP OF UPPER ST. CLAIR
INVESTMENT POLICY FOR NON-RETIREMENT FUNDS

I. SCOPE

This policy is developed in accordance with Chapter 25.10 of the Township Code and applies to all monies and other financial resources available for deposit and investment by the Township of Upper St. Clair ("The Township") on its own behalf or on behalf of any other entity other than retirement funds. This policy specifically excludes assets of deferred compensation plans, pension plans, or any other retirement plans for which the Township acts as trustee or fiduciary.

II. GOVERNING AUTHORITY

This policy shall comply with the Township of Upper St. Clair Home Rule Charter, Pennsylvania Act 72 of 1971 (pertaining to collateralization of deposits exceeding insurable limits), Act 10 of 2016 (pertaining to permitted investments), and all other applicable federal, state and local requirements.

III. OBJECTIVES

The primary objectives of the Township's investment activities are, in priority order:

- Safety: To adequately safeguard principal.
- Liquidity: To provide sufficient liquidity to meet all operating requirements.
- Yield: To obtain a reasonable rate of return.

To appropriately meet these objectives, the Township will make investment decisions based on categories of cash with which the time horizon is regularly calculated using a liquidity analysis, cash flow forecast, or other methodology identifying past and anticipated future financial requirements.

IV. AUTHORITY

Authority to manage the investment program is granted to the Township Manager who shall act in accordance with established written procedures and internal controls for the operation of the investment program consistent with this policy. The Township Manager may delegate responsibilities related to this function to the Assistant Township Manager, the Director of Finance, or other staff as needed. Such responsibilities include the execution of any documents, transactions, or other functions necessary to manage the investment program. No person may engage in an investment transaction on behalf of the Township except as provided under the terms of this policy and the procedures established. The Township may delegate its investment decision making and execution authority to an investment advisor. The advisor shall follow the Township's policy and such other written instructions as are provided.

V. STANDARDS OF CARE

All participants in the investment process shall seek to act responsibly as custodians of the public trust and shall avoid any transaction that might impair public confidence in the Township to govern effectively. Investments shall be made with prudence, diligence, skill, judgment and care, under circumstances then prevailing, which knowledgeable and prudent persons acting in like capacity would use, not for speculation, but for investment, considering the safety of the principal as well as the probable income to be derived.

Officers and employees involved in the investment process shall refrain from personal business activity that could conflict with the proper execution and management of the investment program, or that could impair their ability to make impartial decisions. Employees and investment officials shall disclose any material interests in financial institutions with which they conduct business, in accordance with applicable laws. They shall further disclose any personal financial or investment positions that could be related to the performance of the investment portfolio. Employees and officers shall refrain from undertaking personal investment transactions with the same individual with whom business is conducted on behalf of the Township. Investing Township money in any way which benefits any Commissioner, employee or officer, or any member of their immediate family is prohibited.

VI. DIVERSIFICATION

It is the Township's policy to diversify its deposits and investments by financial institution, by investment instrument, and by maturity scheduling using time horizon data. On a quarterly basis and as part of any investment decision, the designated Township official shall evaluate the diversification of the Township's deposits and investments to determine its appropriateness with respect to the objectives listed in Section III.

VII. SECURING DEPOSITS AND INVESTMENTS

All deposits and investments at a bank or trust company, including all demand deposits, certificates of deposit and special time deposits made by officers of the Township shall be secured either by being insured under the provisions of the Federal Deposit Insurance Act, or through collateralization. When the value of the Township's deposits exceeds the insurable limits of the institution, the additional sums shall be secured by collateral pledged by the depository pursuant to Pennsylvania Act 72 of 1971 (72 P.S. § 3836-1 et seq., "Standardizing the Procedures for Pledges of Assets") which requires banks to pledge collateral for public deposits in excess of $250,000. Act 72 of 1971 was amended by Act 139 of 2000 to permit the depository institution to secure its public deposits with a Federal Home Loan Bank letter of credit rather than with a pledge of collateral.

VIII. PERMITTED INVESTMENTS

The Township shall restrict investments to financial instruments which are identified as permitted investments under applicable laws of the Commonwealth of Pennsylvania, as supplemented by Act 10 of 2016 (Act No. 10 of 2016, H.B. 1296, Gen. Assemb., Reg. Sess. (Pa. 2016)), and all other applicable federal, state, and local requirements.

IX. ANNUAL REVIEW AND AMENDMENTS

The Township Manager shall review this investment policy annually. Any amendments to this policy shall be approved by the Township's Board of Commissioners.

Approved: TBD

MEMORANDUM

To: Board of Commissioners

From: Matthew R. Serakowski, Township Manager

Date: November 22, 2024

Subject: **DISCUSSION RE. SNOW REMOVAL AGREEMENT WITH UPPER ST. CLAIR SCHOOL DISTRICT**

The Township and the Upper St. Clair School District have historically maintained a formal Agreement under which the Township performs snow and ice removal services on School District properties. Under the Agreement, the Township provides all equipment, personnel, and supplies necessary to remove snow and ice in exchange for an annual payment from the School District. The agreements typically cover three winter seasons.

The most recent three-year agreement ran through the 2023/2024 winter season. Both parties desire to continue the Agreement under the same terms through the 2026/2027 winter season.

The Agreement includes a pricing adjustment to address fluctuations in the cost of rock salt. Based on current rock salt prices, the annual fee would range from $165,000 to $175,000.

The School District has approved the Agreement. Township Staff will recommend the Board of Commissioners approve the Agreement at the Regular Board meeting on Monday, December 2, 2024.

MEMORANDUM

To: **Matthew R. Serakowski, Township Manager**

From: **Adam A. Benigni, AICP, Director of Planning and Community Development**

Date: **November 22, 2024**

Subject: **DISCUSSION RE. RESOLUTION AUTHORIZING THE APPROPRIATE TOWNSHIP OFFICIALS TO EXECUTE A UTILITY RELOCATION ABBREVIATED WORK REIMBURSEMENT AGREEMENT FOR MANHOLE ADJUSTMENTS ON BOYCE ROAD**

PennDOT requires the Board of Commissioners to pass a resolution that designates the appropriate Township Officials to execute a Utility Relocation Abbreviated Work Reimbursement Agreement for proposed manhole adjustments on Boyce Road. PennDOT will also be milling and resurfacing Boyce Road, replacing portions of guardrails, making minor drainage improvements and updating signage and pavement markings as part of this project to occur in 2025. The Township will be providing the materials for the manhole adjustments and PennDOT will provide the labor.

A Resolution authorizing the proper Township Officials to execute all documents with regard to the manhole adjustments on Boyce Road will be prepared for consideration by the Board on December 2, 2024.

C:\Users\benigni\Desktop\Boyce Road Maintenance Agreement\Discussion Re R and M Agreement Boyce 11.22.24.doc

BOARD OF COMMISSIONERS INFORMATIONAL AND GENERAL AFFAIRS MEETING MINUTES

October 28, 2024

The Informational and General Affairs Meeting of the Board of Commissioners of the Township of Upper St. Clair, duly advertised and posted in accordance with law, was called to order at approximately 7:30 PM, Monday, October 28, 2024, at the Township of Upper St. Clair Municipal Building, Board of Commissioners' Meeting Room, Upper St. Clair, PA, 15241.

PRESENT:	Commissioner Paoly	President
	Commissioner Burlingame	
	Commissioner Enck	
	Commissioner Pardini	
	Mark M. Mansfield	Assistant Township Manager
	Mark P. Romito	Director of Finance
	Adam A. Benigni	Director of Planning and Community Development
	Irving S. Firman	Township Attorney
	Michael J. Galet, P.E.	Township Engineer
	Laura Long	Recording Secretary
EXCUSED:	Commissioner Graves	
	Commissioner Plutko	Vice President
	Commissioner Thomas	
	Matthew R. Serakowski	Township Manager

PUBLIC: Approximately one member of the public was in attendance.

CITIZENS' COMMENTS

Mr. William Dawson, 1220 Fox Run Circle, Trustee of 1400 McLaughlin Run Road, stated he would like to say thank you to George Kostelich, Director of Public Works, and the Township Staff and Commissioners for their efforts in maintaining the trails in Upper St. Clair. Mr. Dawson indicated he had attended a Board meeting two years ago requesting the Township provide more resources for the trails between the Fourth of July and Labor Day. Mr. Dawson shared that he has made it a point to ask residents he meets for their opinions on how things have been going on the trails and according to Mr. Dawson, every resident he has spoken with has indicated that things have been going better. Mr. Dawson requested the Board and Staff continue to place emphasis on maintaining the trails.

Commissioner Paoly thanked Mr. Dawson for his comments and requested that Mr. Mansfield share the positive feedback with George Kostelich and the Public Works Staff.

Commissioner Paoly asked if there were any additional comments from the public, and there were none.

INFORMATIONAL ITEMS

COMMUNITY DEVELOPMENT – OLD BUSINESS

Continued Public Hearing Re. PLC24-0001 – St. Clair Country Club Terrace Course – Unified Conditional Use Preliminary and Final Land Development Approval.

Mr. Benigni stated this is the continued public hearing on an application filed by St. Clair Country Club for Unified Conditional Use/Preliminary and Final Land Development Approval for the redesign of the Terrace Course and the driving range at the St. Clair Country Club, located at 2300 Old Washington Road. Since the applicant's presentation on October 7, 2024, staff has met with representatives of the Club and they have requested to present additional testimony at the November 4, 2024 Regular Meeting. Following the applicant's presentation, staff will recommend that the hearing be continued to Monday, December 2, 2024, for the purpose of taking staff testimony.

Commissioner Paoly inquired if the applicant has indicated what additional information they plan to provide at the Regular Meeting next week. In response, Mr. Benigni indicated that he has not received anything yet; however, he has spoken with the applicant in response to their inquiries to learn more about what had been discussed with the Board at previous meetings.

In response to Commissioner Paoly's suggestions for 3D renderings and drone footage to be included in the presentation, Mr. Benigni indicated that he has shared the Board's feedback with the applicant.

Commissioner Paoly asked if the Board had any additional questions or comments, and there were none.

Recommendation Re. PLC19-0001 – Ardolino Development Plan – Nonresidential Planned Development – Extension Request.

Mr. Benigni stated Rodney Ardolino, Marigold Management LLC, has submitted a request for a five-year extension of the approval granted by the Board of Commissioners on November 4, 2019 by Ordinance No. 2209. Staff will recommend that the Board take action on this request at the Regular Meeting on November 4, 2024.

Commissioner Paoly asked if the Board had any questions or comments, and there were none.

COMMUNITY DEVELOPMENT – NEW BUSINESS

None.

COMMUNITY DEVELOPMENT – OTHER

None.

OTHER AGENDA AND DISCUSSION ITEMS

Discussion Re. Approval of Contracts.

Commissioner Paoly requested that Mr. Mansfield review each of the four contracts included within this Agenda item prior to receiving questions from the Board.

- Hays Road Stream Restoration

Mr. Mansfield stated On Tuesday, October 15, 2024, four pre-qualified vendors submitted bids for the Hays Road Stream Restoration project. C. Crump, Inc., Hubbard, OH was the best responsible bidder in the amount of $94,350.00.

The Hays Road Stream Restoration project will work to satisfy the Municipal Separate Storm Sewer System (MS4) requirement for a Pollution Reduction Plan (PRP) project. The project is designed to stabilize the streambank and reduce erosion of the five properties located along the unnamed tributary to Brush Run.

The cost of this project is allocated in the Township's Storm Sewer Improvement Fund.

Staff will recommend that the proper Township Officials be authorized to enter into a contract with C. Crump, Inc. in the amount of $94,350.00 at the November 4, 2024 Regular Meeting of the Board.

- Gasoline and Diesel Fuel

Mr. Mansfield stated the SHACOG Purchasing Alliance recently received bids for gasoline and diesel fuel.

Melzers Fuel Service, Coraopolis, PA, was the best responsible bidder for the 87 Octane – unleaded regular grade gasoline and 89 Octane – unleaded midgrade gasoline, with a fixed margin price of $.0400 on each gallon.

Melzers Fuel Service was also the best responsible bidder for the quantities of diesel fuel ordered by the Township, with a fixed margin price of $.0400. A winterized diesel fuel additive is also available at the cost of $.0250/gallon from Melzers Fuel Service.

The Township purchases approximately 70,000 gallons of gasoline and 25,000 gallons of diesel fuel each year under this contract.

Pricing is determined at the time an order is placed by adding a constant mark-up (fixed margin) to the OPIS Daily Pittsburgh Average (Index) for petroleum products.

Funding for fuel expense is allocated in the Public Works' Equipment Maintenance Budget.

Staff will recommend that the proper Township officials be authorized to enter into a contract with Melzers Fuel Service under the terms specified above, at the Regular Board Meeting on November 4, 2024.

- Audit Contract Renewal

Mr. Mansfield stated the Township's contract for audit services with Maher Duessel CPAs expires this year. The contract covers the required annual audit engagements for the Township, Tri-Community South EMS (TCS) and the Municipal Authority of the Township of Upper St. Clair (MATUSC).

Maher Duessel has proposed a 3-year renewal to cover the audits of fiscal years 2024 through 2026. The proposed fees are shown below:

Entity	2023 (expiring)	2024 (proposed)	2025 (proposed)	2026 (proposed)
Township	$27,000	$28,350	$29,750	$31,250
MATUSC	3,500	3,700	3,900	4,100
TCS	15,000	15,750	16,500	17,350
Total	**$45,500**	**$47,800**	**$50,150**	**$52,700**

The proposed fee structure reflects a roughly 5% annual increase. These fees remain lower than the fees of comparable municipalities in the area.

Maher Duessel has performed well for the Township and continues to maintain a highly qualified team with expertise in government audits. Staff has reviewed the renewal proposal with the Budget & Finance Committee and will recommend the Board of Commissioners accept the proposal at its Regular Meeting on November 4, 2024.

- Three (3) New Ambulances

Mr. Mansfield stated on February 5, 2024, the Board of Commissioners approved a contract for the purchase of three ambulance prep chassis remounts for a total of $559,140.00 for Tri-Community South EMS; however, the vendor, Pfund Superior Sales, was unable to perform. Therefore, the offer and proposed contract with Pfund Superior Sales were withdrawn.

Penn Care, Inc., Niles, OH, has submitted a proposal for three (3) Ford F-450 4x4 Ambulances utilizing PA COSTARS government pricing contract #13-209 as follows:

Vehicle	Vendor	Amount
Three (3) Ford F-450 4x4 Ambulances which include graphics and additional equipment @ $252,596.00 each	Penn Care, Inc. Niles, OH	$757,788.00

Funding for the purchase of EMS vehicles is proposed in Tri-Community South's 2025 Capital Budget.

Staff will recommend that the proper Township officials, on behalf of Tri-Community South, be authorized to enter into a contract with Penn Care, Inc. for the purchase of three (3) ambulances for $757,788.00 at the November 5, 2024 Regular Meeting of the Board.

Commissioner Burlingame inquired about the audit contract and asked Mr. Romito if a three year contract is the maximum length or if the Township would consider extending the contract. In response, Mr. Romito indicated that the Township has had longer terms in the past, which included a three year contract with the option to extend it an additional two years. Mr. Romito indicated that the vendor would be open to extending the terms if the Township requested this. Mr. Romito stated that

a three year contract is standard and due to the current market for audit services, which is not very competitive, he recommends entering a three year contract.

Commissioner Paoly inquired about the ambulance contract and asked why the previous vendor, Pfund Superior Sales, was unable to fulfil the previous contract. In response, Mr. Mansfield indicated that there were a series of reasons including supply chain issues and that the vendor never actually signed the contract.

Commissioner Paoly inquired as to why there is a significant increase in price for this current contract recommendation with Penn Care, Inc. In response, Mr. Mansfield indicated that the configuration of the new ambulances, including graphics and additional equipment, is different than the previous contract which only included the prep chassis remounts. Mr. Mansfield stated that with this new configuration, the Township can sell the current units that are being replaced to receive some return.

Commissioner Enck asked if there would be any legal consequences for not fulfilling the contract from February with Pfund Superior Sales. Mr. Mansfield indicated that Township attorneys reviewed the contract terms and sent a certified letter to the previous vendor notifying them and received no response. Mr. Firman stated that the vendor never signed the contract.

Commissioner Paoly asked if the Board had any additional questions or comments, and there were none.

Discussion Re. Public Hearing – 2025 Proposed Budget.

Mr. Romito stated the public hearing for the 2025 Proposed Budget is scheduled to take place at the Board of Commissioners Regular Meeting on November 4, 2024. The hearing will include a presentation by the Director of Finance.

The Budget & Finance Committee met on Monday, September 30, 2024, to review the assumptions to be used in the budget development process. The Committee met again on Wednesday, October 22, 2024, for an initial review of the proposed budget. The 2025 Proposed Budget document has been available for public inspection since then at the Township's administrative offices, the library, and on the Township's website.

Commissioner Paoly asked if the Board had any questions or comments, and there were none.

GENERAL AFFAIRS

Status Report Re. Budget & Finance Committee Meeting of the Board of Commissioners held Tuesday, October 22, 2024.

Commissioner Enck stated the Committee met to review the 2025 proposed budget with Mr. Romito and Township Staff on Tuesday, October 22, 2024. Commissioner Enck indicated that Mr. Romito will be sharing the public presentation at next week's Board meeting with highlights including no tax increase for 16th year in a row and maintaining a fantastic bond rating.

Commissioner Paoly asked if the Board had any questions or comments, and there were none.

Review of the Informational and General Affairs Meeting Minutes of September 30, 2024.

Commissioner Burlingame moved to approve the Informational and General Affairs Meeting Minutes of September 30, 2024. This was seconded by Commissioner Enck and carried with a 4-0 voice vote.

Review of the Special Meeting of the Board of Commissioners Minutes of October 7, 2024.

Commissioner Burlingame moved to approve the Special Meeting of the Board of Commissioners Minutes of October 7, 2024 regarding the 2025-2035 Comprehensive Plan. This was seconded by Commissioner Enck and carried with a 4-0 voice vote.

Consideration of the October 2024 Bill Sheet.

Commissioner Paoly stated the Board received the October 2024 Bill Sheet via email and there were no questions submitted. Commissioner Enck moved for approval of the October 2024 Bill Sheet, which was seconded by Commissioner Burlingame and approved with a 4-0 voice vote.

Acknowledge Receipt of Financial Statements for the Nine-Month Period ending September 30, 2024.

Commissioner Paoly acknowledged receipt of the Financial Statements for the nine-month period ending September 30, 2024 and stated they are available at the Township offices for review.

ADDITIONAL COMMENTS

Commissioner Paoly stated following adjournment, the Board will be meeting for an Executive Session to discuss legal and personnel matters.

ADJOURNMENT

Commissioner Pardini moved to adjourn the Informational & General Affairs Meeting, which was seconded by Commissioner Burlingame This was approved by a 4-0 voice vote and the meeting was adjourned at approximately 7:45PM.

Laura Long
Recording Secretary
October 28, 2024