

TO: Mt. Lebanon Commission
FROM: Stephen M. Feller, Manager
DATE: January 10, 2014
SUBJECT: Agenda – Regular Meeting – January 14, 2014

Call to Order – Pledge of Allegiance to the Flag – Roll Call

- KL 1. Citizens Comments.**
- JB 2. Consideration of the minutes from the Regular Meeting held [December 10, 2013](#) and the Organizational Meeting held [January 6, 2014](#).- passed**

Recommended Action: Move to approve the minutes.

- KL 3. Report by Junior Commissioner Mira Shenouda. (last meeting)**

- DB 4. Public hearing on Ordinance ([Bill No. 13-13](#)) amending the Zoning Ordinance to regulate Breweries and Brewpubs.- hearing held**

This ordinance amends Chapter XX (Zoning) of the Mt. Lebanon Code by adding a new Section 631 to permit and regulate Breweries in the C-2 District and Brewpubs in the C-2 and CBD Districts. The Ordinance: adds definitions; parking requirements; floor area limits; parking and loading requirements; and other requirements.

This ordinance was introduced December 10, 2013.

Recommended Action: KL 1. Conduct the public hearing.

- KF 5. Introduction of Ordinance ([Bill No. 1-14](#)) amending the Mt. Lebanon Code to include newly enacted ordinances or amendments to existing ordinances enacted since February 12, 2013.- passed**

Mt. Lebanon's ordinances were codified in 1978 with updates occurring periodically since that time. All of the ordinances contained in the code have been enacted previously by the Commission, but it is necessary to enact a separate ordinance each time the codification is updated.

Recommended Action: KF 1. Introduce Ordinance (Bill No. 1-14).
KL 2. Set the public hearing for Monday, January 27, 2014.

- SS 6. Consideration of Resolution [No. R-1-14](#) concerning emergency management assistance.- passed**

The Pennsylvania Emergency Management Agency requires that public entities who are requesting financial assistance approve this standard document. The Resolution authorizes Mt. Lebanon's Emergency Management Coordinator to execute all required forms and documents to obtain financial assistance and reimbursement.

Recommended Action: Move to adopt Resolution No. R-1-14.

JB 7. Consideration of Resolution No. R-2-14 amending the 2014 Comprehensive Fee Schedule. - passed

In December, the Commission adopted a comprehensive fee schedule. However, the document did not incorporate all of the revisions recommended by the fire department. The amendment corrects this oversight. The amendment also clarifies the fees charged in response to Right to Know requests consistent with past practice and guidance from the Office of Open Records.

Recommended Action: Move to adopt Resolution No. R-2-14.

DB 8. Consideration of Resolution No. R-3-14 authorizing the issuance of individual procurement cards. - passed

Procurement cards (P-Card) are an efficient, cost-effective method of procuring certain goods and services for the Municipality. The program is designed to eliminate the need for low value purchase orders and billings. It will also reduce the use of petty cash or reimbursement for employee personal funds expended. All P-Cards will be issued at the request of the Municipal Manager, and card usage will be audited and may be rescinded at any time.

Recommended Action: Move to adopt Resolution No. R-3-14.

KF 9. Consideration of a Manhole Rehabilitation Contract. - passed

Bids were received on December 20, 2013 for the Manhole Rehabilitation contract. This project involves the rehabilitation of sanitary sewer manholes showing signs of deterioration throughout the Municipality. This is a required activity of the Consent Order.

The contract included a base year, 2014, with two optional renewal periods. This would allow the contract to extend, at Mt. Lebanon's discretion.

The summary of the bids are as follows:

Contractor Name	2014 Bid	First Renewal Period – 2015 Bid	Second Renewal Period – 2016 Bid	Third Renewal Period – 2017 Bid	Fourth Renewal Period – 2018 Bid
Robinson Pipe Cleaning	\$263,820.00	\$293,310.00	\$319,800.00	\$308,940.00	\$327,000.00
Insight Pipe Contracting	\$305,966.00	\$320,330.00	\$325,280.00	\$321,190.00	\$346,580.00
Lake County Sewer	\$308,105.00	\$315,743.00	\$322,616.00	\$332,237.00	\$367,245.00
State Pipe Services	\$329,970.00	\$326,250.00	\$325,872.00	\$359,561.00	\$409,021.00
PIM Corporation	\$378,325.00	\$425,735.00	\$461,955.00	\$403,725.00	\$416,100.00

The low bidder has previous experience with this type of work and has completed other projects for the Municipality in a successful manner. The Municipal Engineer recommends the award.

The Engineer's estimate for this project for 2014 was \$315,000.

Recommended Action: Move to award the Manhole Rehabilitation contract to Robinson Pipe Cleaning in the amount of \$263,820 for 2014.

SS 10. Consideration of a Sanitary Sewer Blanket Point Repair Contract. - passed

Bids were received on December 20, 2013 for the sanitary sewer blanket point repair contract. This contract is used to make repairs in the sanitary sewer system as they are identified in the calendar year through investigative work or emergency situations and as required in the municipal operation and maintenance plan for the sanitary sewer system.

The contract included a base year, 2014, with two optional renewal periods. This would allow the contract to extend, at Mt. Lebanon's discretion.

The summary of the bids are as follows:

Contractor	2014 Base Bid	First Renewal Period - 2015	Second Renewal Period - 2016
Niando Construction	\$869,406.00	5%	8%
Roto Rooter	\$923,610.00	10%	10%
A. Merante Contracting, Inc.	\$996,480.00	8%	10%
R&B Excavating	\$1,057,870.00	8%	10%
Mongiovi & Son Excavating	\$1,133,615.00	10%	10%

The low bidder has completed other projects for the Municipality, including the 2013 contract for point repairs, in a satisfactory manner. The Municipal Engineer recommends the award to the low bidder.

The Municipal Engineer's estimate on the project was \$900,000.

Recommended Action: Move to award the Sanitary Sewer Blanket Point Repair contract to Niando Construction, Inc. in the amount of \$869,406.

JB 11. Consideration of al Storm and Sanitary Sewer Cleaning and Televising Contract. - passed

Bids were received on December 20, 2013 for the storm and sanitary sewer cleaning and televising contract. This contract for 2014 encompasses approximately 20 miles of cleaning and video inspection to fulfill the requirements of the operations and maintenance portion of the Consent Order as well as to inspect sewers under roads to be repaved or reconstructed.

The contract includes a base year, 2014, with two optional renewal periods. This would allow the contract to extend, at Mt. Lebanon's discretion.

The Municipal Engineer has verified the bids as follows:

Contractor	2014 Base Bid	First Renewal Period - 2015	Second Renewal Period - 2016
Roto Rooter Plumbing Services	\$162,500.00	\$187,000.00	\$196,600.00
Insight Pipe Contracting, L.P.	\$176,000.00	\$205,950.00	\$222,600.00
AAA Flexible Pipe	\$182,920.00	\$206,240.00	\$210,440.00
State Pipe Services	\$214,900.00	\$240,528.00	\$246,736.72
Hydro Technical Services	\$245,450.00	\$284,150.00	\$286,800.00
Robinson Pipe Cleaning Co	\$258,500.00	\$277,250.00	\$275,500.00
Jet Jack, Inc.	\$275,450.00	\$296,940.00	\$302,920.00

The low bidder has completed other projects for the Municipality in a satisfactory manner and the Municipal Engineer recommends award. The Engineer's estimate for the base bid was \$208,000.

Recommended Action: Move to award the 2014 Storm and Sanitary Sewer Cleaning and Televising Contract to Roto Rooter Plumbing Services in the amount of \$162,500 with the option for additional years at the Municipality's discretion per the terms of the contract documents.

KF 12. Consideration of Bids for Firefighter Protective Clothing. - passed

Bids were opened on January 7, 2014 for the purchase of firefighter protective clothing for 17 full-time staff members. A six-member fire department protective clothing committee researched and evaluated products from three different manufacturers over a nine-month period. Upon completion of the evaluations, the committee recommended Lion Janesville V-Force. Three bids were received as follows:

BIDDER: **1st Out Specialty** **Witmer Public Safety** **Lion Apparel, Inc.**

Coat	\$1,345.87	\$1,392.00	\$1,614.24
Pants	\$886.46	\$917.00	\$1,063.44
TOTAL (per set)	\$2,232.33	\$2,309.00	\$2,677.68
TOTAL – 17 sets	\$37,949.61	\$39,253.00	\$45,520.56

The fire department protective clothing committee has reviewed the 1st Out Specialty proposal and found it to be in compliance with specifications.

There is \$65,000 budgeted for new turnout gear, and the bid price for pants and coats is lower than anticipated. Future purchases will include helmets, gloves and boots.

Recommended Action: Move to award the contract to purchase 17 sets of Lion Janesville V-Force firefighter protective clothing to 1st Out Specialty for a total price of \$37,949.61.

DB 13. Consideration of the expenditure list for November totaling \$5,382,269.84. - passed

Recommended Action: Move to approve the expenditure list for November totaling \$5,382,269.84.

SS 14. Departmental reports.- filed

Recommended Action: Ask that the reports be received and filed.

SF 15. Manager announcements.

KL 16. Adjournment.