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**TO:** Mt. Lebanon Commission  
**FROM:** Keith A. McGill, Municipal Manager  
**DATE:** February 9, 2018  
**SUBJECT:** Agenda – Regular Meeting – February 13, 2018 – 8 p.m.

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

- SS 1. Commission/Manager’s announcements:**
- Summary of discussion session topics (Manager McGill)
  - Manager’s announcements (Manager McGill)
  - Community highlights (Commission Vice President McLean)
- SS 2. Chief Lauth to recognize promotions of Lt. Rick Patrus and Corporal Cory Nolte.**
- SS 3. Junior Commissioner Thomas Cosentino comments.**
- SS 4. Citizens Comments.**
- JB 5. Consideration of the [minutes](#) from the Adjourned Meeting held January 22, 2018. -**  
passed

*Recommended Action:* Move to approve the minutes.

- SM 6. Introduction of Ordinance ([Bill No. 2-18](#)) establishing Procedures for Participation in Commission Meetings by Telecommunication Devices. -** introduced

The Administrative Code establishes requirements for Commission meetings. Commissioners have in the past participated in meetings by means of telecommunication devices. The Commission now wishes to formalize a policy when this practice will be permitted. The policy is based on provisions in the State Borough Code.

*Recommended Action:*

SM	1. Introduce Ordinance (Bill No. 2-18).
SS	2. Set the public hearing for February 26, 2018.

- KF 7. Consideration of Resolution [No. R-1-18](#) concerning a Community Infrastructure and Tourism Fund (CITF) grant application. -** passed

This is a standard resolution accepting CITF funds totaling \$250,000 for the Uptown Streetscape Project.

*Recommended Action:* Move to adopt Resolution No. R-1-18.

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**CG 8. Request for Final Approval of Amendment to Mt. Lebanon Public Works Facility Site Plan. - passed**

At its meeting on Tuesday, January 23, 2018, the Planning Board voted in favor of a motion to recommend final approval for an amendment to the Mt. Lebanon Public Works Facility Site Plan.

The Parks Advisory Board reviewed the proposed amendment to the plan at their February 6th Meeting and was in favor of the proposed changes to the site plan to add a trailhead and designated parking for Robb Hollow Park. The Parks Advisory Board would also like to reaffirm that the areas around the firing range be made recreational greenspace, and that the site be accessible and compatible with future park use.

The Municipality of Mt. Lebanon owns the property located at 1250 Lindendale Drive where the Public Works facility is currently. The municipality has an approved of a land development plan to renovate the existing facility, construct additional storage buildings, and for associated grading and landscaping. The municipality is requesting an amendment to the site plan to include an additional free-standing structure to be used as a firing range along with associated parking and utilities. A trailhead access point to Robb Hollow Park and parking for trail use will also be provided.

All engineering comments related to the application have been satisfied.

*Recommended Action:* Move to grant final approval of the amendment to the Mt. Lebanon Public Works Facility Site Plan to include an additional free-standing building for a firing range, associated parking and utilities, and a trailhead connection to Robb Hollow Park. The areas around the firing range will be made recreational greenspace, and the site will be accessible and compatible for future park use.

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**JB 9. Consideration for the adjustment to Financial Security posted for Mt. Lebanon High School Project. - passed**

The Mt. Lebanon School District has requested a full reduction of the financial security posted for improvements installed for the development of the Mt. Lebanon High School Project by letter dated January 26, 2018. The request includes all site work completed indicated on Pay Application No. 15 dated November 30, 2017, and submission of required as-built plans. Gateway personnel conducted final site inspections and reviewed the submitted plan set to verify project completion and is recommending final approval of a full release of the financial security remaining.

*Recommended Action:* Move to release the remaining financial security posted for improvements for the Mt. Lebanon High School Project.

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**SM 10. Consideration for the Approval of the Historical Society of Mount Lebanon Building Renovations – Phase 2 Project. - passed**

Bids were received on December 5, 2017 for the Historical Society of Mount Lebanon Building Renovations – Phase 2 Project. The project includes, but is not limited to, renovations to the existing building at 794 Washington Road in the Municipality of Mt. Lebanon. The contracts are broken down into the following:

- Contract 1 – General Construction Work
- Contract 2 – HVAC Work
- Contract 3 – Electrical Work

Separate agenda items will be prepared for Contracts 2 and 3. The Municipal Engineer has verified the bids as follows for Contract 1:

**Contract 1**

<b>Item</b>	<b>FMS Construction Company</b>	<b>Caliber Contracting Services</b>	<b>DiMarco Construcion Co., Inc.</b>
Base Bid – Building Renovations	\$ 220,810.00	\$ 254,767.00	\$ 372,214.00
Alternate #1 – Entry Sidewalk Replacement	\$ 12,445.00	\$ 9,007.00	\$ 7,800.00
Alternate #2A – Window Restoration	\$ 23,625.00	\$ 19,585.00	\$ 50,100.00
Alternate #2B – Window Replacement	\$ 33,810.00	\$ 29,096.00	\$ 58,300.00
Alternate #3 – Handicapped Lift	\$ 15,070.00	\$ 16,266.00	\$ 15,300.00
Alternate #4 – Indoor Patio Fountain	\$ 14,125.00	\$ 6,759.00	\$ 14,500.00

The Municipal Engineer has reviewed the bids and determined the low bid to be accurate. The Engineer recommends that Contract 1 Base Bid and Alternate #3 – Handicapped Lift be awarded to FMS Construction Company. The contractor has completed similar work in other municipalities in a satisfactory manner.

Budgeting information for completion of the work will be provided by the Mount Lebanon Historical Society.

*Recommended Action:* Move to award Contract 1 – General Construction Work and Alternate #3 – Handicapped Lift for the Historical Society of Mount Lebanon Building Renovations – Phase 2 Project to FMS Construction Company in the amount of \$235,880.

**KF 11. Consideration for the Approval of the Historical Society of Mount Lebanon Building**

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**Renovations – Phase 2 Project.** - passed

Bids were received on December 5, 2017 for the Historical Society of Mount Lebanon Building Renovations – Phase 2 Project. The project includes, but is not limited to, renovations to the existing building at 794 Washington Road in the Municipality of Mt. Lebanon. The contracts are broken down into the following:

- Contract 1 – General Construction Work
- Contract 2 – HVAC Work
- Contract 3 – Electrical Work

Separate agenda items will be prepared for Contracts 1 and 3. The Municipal Engineer has verified the bids as follows for Contract 2:

**Contract 2**

<b>Contractor</b>	<b>Contract 2</b>
ProntoTech LLC	\$36,400.00
East West Manufacturing and Supply Co., Inc.	\$36,500.00

The Municipal Engineer has reviewed the bids and determined the low bid to be accurate. The Engineer recommends Contract 2 be awarded to ProntoTech, LLC. The contractor has completed similar work in other municipalities in a satisfactory manner. Budgeting information for completion of the work will be provided by the Mount Lebanon Historical Society.

*Recommended Action:* Move to award Contract 2 – HVAC Work for the Historical Society of Mount Lebanon Building Renovations – Phase 2 Project to ProntoTech LLC in the amount of \$36,400.

**CG 12. Consideration for the Rejection of the Historical Society of Mount Lebanon Building Renovations – Phase 2 Project Contract 3 – Electrical Work.** - passed

Bids were received on December 5, 2017 for the Historical Society of Mount Lebanon Building Renovations – Phase 2 Project. The project includes, but is not limited to, renovations to the existing building at 794 Washington Road in the Municipality of Mt. Lebanon. The contracts are broken down into the following:

- Contract 1 – General Construction Work
- Contract 2 – HVAC Work
- Contract 3 – Electrical Work

Only one (1) bid was received by the deadline for Contract 3 – Electrical Work, a second bid was received after the deadline from Allegheny City Electric, Inc. and not opened. The Municipal Engineer has verified the bids as follows for Contract 3:

**Contract 3**

<b>Contractor</b>	<b>Contract 3 – Electrical Work</b>
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Westmoreland Electrical Services, LLC	\$ 93,000.00
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*Recommended Action:* Move to reject the Contract 3 – Electrical Work bid for the Historical Society of Mount Lebanon Building Renovations – Phase 2 Project from Westmoreland Electrical Services, LLC.

**JB 13. Consideration for the Approval of the Historical Society of Mount Lebanon Building Renovations – Phase 2 Project Contract 3 – Electrical Work REBID. - passed**

Bids were received on January 23, 2018 for the Historical Society of Mount Lebanon Building Renovations – Phase 2 Project for Contract 3 – Electrical Work REBID. The project includes, but is not limited to, renovations to the existing building at 794 Washington Road in the Municipality of Mt. Lebanon.

The Municipal Engineer has verified the bids as follows for Contract 3:

**Contract 3**

<b>Contractor</b>	<b>Unit Price</b>
Rath Construction, Inc. dba Genesis Construction Group	\$ 78,838.00
3 Rivers Electric	\$ 87,999.00
Allegheny City Electric	\$ 88,700.00
Keystone Electric	\$ 91,498.95
Westmoreland Electric	\$ 92,600.00
Hanlon Electric	\$ 143,500.00

The Municipal Engineer has reviewed the bids and determined the low bids to be accurate. The Engineer recommends Contract 3 be awarded to Rath Construction, Inc., dba Genesis Construction Group. The contractor has completed similar work in other municipalities in a satisfactory manner.

Budgeting information for completion of the work will be provided by the Mount Lebanon Historical Society.

*Recommended Action:* Move to award Contract 3 – Electrical Work for the Historical Society of Mount Lebanon Building Renovations – Phase 2 Project to Rath Construction, Inc., dba Genesis Construction Group in the amount of \$78,838.

**SM 14. Consideration of the Award of a Five Year Lease Agreement for Golf Carts. - passed**

Bids were received on February 6, 2018 for a five-year lease agreement for golf carts. This agreement will supply the Recreation Department with a golf course riding cart fleet of 32-34 carts and includes routine maintenance. The previous five-year lease expires this month.

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Three bids were received, as follows:

Golf Course Cart Fleet Lease Bids		
Proposer	Price/Cart/Month	Cost for 34 Carts/Year
EZ Go	\$ 54.35	\$ 22,174.80
Yamaha	\$ 57.50	\$ 23,460.00
Club Car	\$ 57.50	\$ 23,460.00
Budget	\$ 23,280.00	

Staff has reviewed the bid prices and recommends award to the low bidder.

*Recommended Action:* Move to authorize the execution of an agreement and any ancillary documents with EZ Go, subject to the approval of the Manager and the Solicitor of any desired language changes to the agreement.

SS 15. **Adjournment.**