

TO: Mt. Lebanon Commission
FROM: Keith A. McGill, Municipal Manager
DATE: January 22, 2021
SUBJECT: Agenda – Adjourned Meeting – January 26, 2021 – 8 p.m. (Virtual)

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

- MR 1. Commission/Manager’s announcements:**
- Summary of discussion session topics (Manager McGill)
 - Manager’s announcements (Manager McGill)
 - Community highlights (Commission Vice President Andrew Flynn)

- MR 2. Citizens Comments.**

- SS 3. Consideration of the minutes from the Regular Meeting held January 12, 2021.**

Recommended Action: Move to approve the minutes.

- LF 4. Public hearing and consideration of Ordinance (Bill No. 1-21) amending the Mt. Lebanon Code to include newly enacted ordinances or amendments to existing ordinances enacted since January 28, 2020.**

Mt. Lebanon’s ordinances were codified in 1978 with updates occurring periodically since that time. All of the ordinances have been enacted previously by the Commission, but this action will codify the documents.

This ordinance was introduced on January 12, 2021.

Recommended Action:

MR	1. Conduct the public hearing.
LF	2. Move to enact Ordinance (Bill No. 1-21).

- AF 5. Consideration of an agreement with Jordan Tax Services, Inc.**

This agreement describes the procedures by which Jordan Tax Service, on behalf of the Allegheny County Southwest Tax Collection District, will make taxpayer information available to the municipality.

Recommended Action: Move to authorize the proper municipal officials to execute the agreement.

CG 6. **Consideration of the execution of the Development Agreement for a Grading, Stormwater Management, and Erosion and Sedimentation Controls at Lot No. 3101 and 3102 in the Virginia Manor Plan of Lots Addition No. 31.**

The Municipal Engineer and Solicitor have recommended that the Municipality enter into a Developer’s Agreement with the property owners of Lots No. 3101 and 3102 of the Virginia Manor Plan of Lots Addition No. 31, located at the dead end of Pinetree Road, to ensure completion of the Grading, Stormwater Management, and Erosion and Sedimentation Control plans associated with the construction of a new single family home.

Recommended Action: Move to authorize the proper municipal officials to execute the Development Agreement between Flash Point Partners, LLC and Mt. Lebanon for Grading, Stormwater Management, and Erosion and Sedimentation Controls at Lot 3101 and 3102 of the Virginia Manor Plan of Lots Addition No. 31.

SS 7. **Consideration for the renewal of the 2021 Sanitary and Storm Sewer Point Repair Contract.**

Bids were received on February 19, 2019 for the Sanitary and Storm Sewer Point Repair Contract. This contract is used to make repairs in the sanitary and storm sewer system as they are identified in the calendar year through investigative work or emergency situations.

The bid includes 138 items associated with the work and as such, the total contract value is overstated in the amount of work that will be completed in any calendar year. To address this issue, the contract documents clearly state that there is no guarantee as to the amount of work issued by the Municipality.

The contract included a base year, 2019, with two optional renewal periods. This would allow the contract to extend, at Mt. Lebanon’s discretion, to maintain continuity.

The Municipal Engineer has verified the bids as follows:

Contractor Name	2019 Base Bid	First Renewal Period Markup % - 2020	Second Renewal Period Markup %- 2021
Niando Construction, Inc.	\$794,276.00	4.0%	8.0%
Roto-Rooter Services Company	\$928,312.50	5.0%	7.0%
State Pipe Services, Inc.	\$1,104,350.00	5.0%	10.0%
Plavchak Construction Co., Inc.	\$1,741,273.00	3.0%	6.0%

The Municipal Engineer has reviewed the bids and determined the low bid to be accurate. The Engineer’s estimate for the work in 2019 was \$931,000.00, and based upon past performance of the contractor, he recommends award of the contract to Niando Construction, Inc.

The amount of work issued under the contract will be paid for from the General Sanitary and Storm Sewer Accounts.

Recommended Action: Move to award the Second Renewal Period - 2021 Sanitary and Storm Sewer Point Repair contract to Niando Construction, Inc. in the amount of \$857,818.08.

LF 8. Consideration for the renewal of the 2021 Storm and Sanitary Sewer Cleaning and Televising Contract.

Bids were received on February 19, 2019 for the annual storm and sanitary sewer cleaning and televising contract. This contract includes cleaning and video inspection to fulfill the requirements of the operation 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, 2019, with two optional renewal periods. This would allow the contract to extend, at Mt. Lebanon’s discretion, to maintain continuity.

The Municipal Engineer has verified the bids as follows:

Contractor	2019 Base Bid	First Renewal Period Markup - 2020	Second Renewal Period Markup - 2021
Roto-Rooter Services Company	\$204,690.00	\$217,105.00	\$238,060.00
AAA Flexible Pipe	\$208,148.00	\$214,404.00	\$230,274.00
State Pipe Services, Inc.	\$335,485.00	\$349,960.00	\$362,733.00
Insight Pipe Contracting, LLC	\$358,655.00	\$386,680.00	\$413,302.00
Robinson Pipe Cleaning Co.	\$438,735.00	\$437,905.00	\$437,675.00
Jet Jack, Inc.	\$577,342.00	\$575,495.00	\$732,830.00

The Municipal Engineer has reviewed the bids and determined the low bid to be accurate. The Engineer’s estimate for the work for 2019 was \$295,000, and based upon the past performance of the contractor, he recommends award of the contract to Roto-Rooter Services Company.

The amount of work issued under the contract will be paid for from the General Sanitary and Storm Sewer Accounts.

Recommended Action: Move to award the Second Renewal Period - 2021 Storm and Sanitary Sewer Cleaning and Televising Contract to Roto-Rooter Services Company in the amount of \$238,060.

AF 9. Consideration for the renewal of the 2021 Chemical Root Treatment Program.

Bids were received on February 19, 2019 for the Chemical Root Treatment project. This project includes the chemical root treatment of approximately 50,000 LF of sanitary sewers throughout the Municipality of Mt. Lebanon. The contract included a base year, 2019, with three optional renewal periods. This would allow the contract to extend, at Mt. Lebanon’s discretion, to maintain continuity.

One bid was received, and the Municipal Engineer has verified it as follows:

	Duke’s Root Control, Inc.
2019 Project	\$79,750.00
First Renewal Period Markup % – 2020	3.18%
Second Renewal Period Markup % – 2021	6.37%
Third Renewal Period Markup % – 2022	7.64%

The Municipal Engineer has reviewed the bid and determined the low bid to be accurate. The Engineer’s estimate for the work in 2019 was \$82,000 and based upon the past performance of the contractor, he recommends award of the contract to Duke’s Root Control, Inc.

The amount of work issued under the contract will be paid for from the General Sanitary Sewer Account.

Recommended Action: Move to award the Second Renewal Period - 2021 Chemical Root Treatment Program to Duke’s Root Control, Inc. in the amount of \$84,830.08 with the option for an additional year at the Municipality’s discretion per the terms of the contract documents.

CG 10. Consideration for the renewal of the Backwater Valve Maintenance Project.

Bids were received on February 26, 2020 for the Mt. Lebanon Backwater Valve Maintenance Contract – Rebid. This contract is used to clean, repair, and maintain backwater valves that have been installed on private sanitary sewer house laterals by the Municipality. The Municipality has the right to renew this Contract on a yearly basis until 2023.

The bid includes maintenance items at a per each unit basis, and bids were submitted by two contractors and verified by the Municipal Engineer as follows:

Contractor Name	Base Bid	2021 Renewal	2022 Renewal	2023 Renewal
Roto Rooter Services Company	\$ 14,135.00	\$ 16,725.00	\$ 17,500.00	\$ 17,915.00
Mongiovi & Sons Plumbing	\$ 18,045.00	\$ 22,491.00	\$ 24,553.00	\$ 24,553.00

The Municipal Engineer has reviewed the bids and determined the low bid to be accurate. The Engineer recommends the project be awarded to Roto-Rooter Services Company. The contractor has completed the first year, 2020, of work in a satisfactory manner.

The amount of work issued under the contract will be paid for from the General Sanitary and Storm Sewer Accounts.

Recommended Action: Move to award the 2021 Renewal of the Backwater Valve Maintenance Contract to Roto-Rooter Services Company in the Base Bid Contract Amount of \$ 16,725.00 with the option for additional years at the Municipality's discretion per the terms of the contract documents.

SS 11. Consideration of commencement of pension benefits.

Mt. Lebanon sponsors three defined pension benefit plans for its employees: General Employees, Police and Firefighters. The Commonwealth of Pennsylvania's Department of the Auditor General requires that all benefit commencements for the Police Pension Plan be approved by the Commission. It also recommends that all benefit commencements regardless of plan type be approved by the Commission.

The employee detailed below has requested benefit commencement commensurate with the terms of her respective pension plans.

Employee Name Title	Pension Plan Department	Benefit Start Date
Mary Abbott Treasury Manager	General Employees Finance/Tax	2/1/21

Recommended Action: Move to approve benefit commencement for Mary Abbott.

LF 12. Consideration of the expenditure list for December totaling \$3,109,031.30.

Recommended Action: Move to approve the expenditure list for December totaling \$3,109,031.30.

AF 13. Departmental reports.

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

MR 14. Adjournment.