

MONTGOMERY TOWNSHIP BOARD OF SUPERVISORS  
BOARD ACTION SUMMARY

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SUBJECT: Consider Authorization to Submit DCED Greenways, Trail and Recreation Grant Program- Accessible Playground/Spray Park

MEETING DATE: July 22, 2013

ITEM NUMBER: #12

MEETING/AGENDA:

ACTION

NONE

REASON FOR CONSIDERATION: Operational: Policy: Discussion: xx Information:

INITIATED BY: Stacy Crandell  
Assistant to the Township Manager

BOARD LIAISON: Joseph P. Walsh, Chairman  
Board of Supervisors

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BACKGROUND:

In preparation for the building of the Recreation/Community Center at the corner of Stump and Horsham Roads, the Township has been investigating various grant programs to see what possible funding sources are available for this project.

The Department of Community and Economic Development (DCED) through the Commonwealth Financing Authority (CFA) are offering state grants for their Greenways, Trails & Recreation Program. This program can provide funding for planning, acquisition, development, rehabilitation & repair of greenways, recreational trails, open space, parks and beautification projects.

Staff has prepared a grant application for the accessible playground and spray park at the proposed Recreation/Community Center. The maximum amount of grant funding available for each project will not exceed \$250,000 and requires a 50% local match of the total project cost. The CFA requires a non-refundable application fee of \$100. The deadline for the application is July 31, 2013.

Attached is the grant application, supplemental information that will be included, as well as the official resolution to be submitted with the grant.

ZONING, SUBDIVISION OR LAND DEVELOPMENT IMPACT:

None.

PREVIOUS BOARD ACTION:

None.

ALTERNATIVES/OPTIONS:

None.

BUDGET IMPACT:

The Township is applying for \$250,000 grant which will require a 50% local match.

RECOMMENDATION:

Staff is recommending the Board authorize the submission of the grant application to DCED through the CFA.

MOTION/RESOLUTION:

BE IT RESOLVED, that Montgomery Township, Montgomery County hereby request a Greenways, Trails, and Recreation Program (GTRP) grant of \$250,000 from the Commonwealth Financing Authority to be used for the accessible playground and spray park at the Recreation Community Center.

BE IT FURTHER RESOLVED that the Applicant does hereby designate Lawrence J. Gregan, Township Manager as the official to execute all documents and agreements between Montgomery Township and the Commonwealth Financing Authority to facilitate and assist in obtaining the requested grant.

MOTION: \_\_\_\_\_ SECOND: \_\_\_\_\_

ROLL CALL:

Robert J. Birch	Aye	Opposed	Abstain	Absent
Candyce Fluehr Chimera	Aye	Opposed	Abstain	Absent
Michael J. Fox	Aye	Opposed	Abstain	Absent
Jeffrey W. McDonnell	Aye	Opposed	Abstain	Absent
Joseph P. Walsh	Aye	Opposed	Abstain	Absent

DISTRIBUTION: Board of Supervisors, Frank R. Bartle, Esq.

## **Appendix I – Supplemental Information**

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In addition to completing the Department of Community and Economic Development Single Application for Assistance, please include the following items when applying for a grant under GTRP:

- Exhibit 1** Provide a description of the project which discusses all of the following: (a) the specific location of the project area; (b) whether the project is consistent with an existing county or local comprehensive plan; (c) whether the project will result in a substantiated positive economic development impact; (d) the historical and proposed use of land served by the project; (e) the estimated start and end dates of construction; (f) the names of the municipalities that will participate in and benefit from the project; (g) a description of the existing greenways, recreational, or trail facilities in the area to be served by the project.
- Exhibit 2** A statement as to the estimated cost of the project. The estimate must be prepared by an engineer or other qualified professional and should be accompanied where appropriate by copies of the signed bid/quotations, contractor estimates, sales agreements or other documentation that verify project cost estimates.
- Exhibit 3** Funding commitment letters, if available, from all other project funding sources (including equity commitments). Letters should include the term, rate, and collateral conditions and must be signed and dated.
- Exhibit 4** A color-coded map detailing the location of the proposed project.
- Exhibit 5** The most recent audited financial statements of the applicant, parent company (if for profit applicant). Financial statement should include balance sheets, income statements, and notes to financials.
- Exhibit 6** A statement as to the amount of grant funding requested.
- Exhibit 7** A list of all state, federal, and local planning and permit approvals required for the project.
- Exhibit 8** A letter from the appropriate planning agency certifying that the proposed project is in compliance with the comprehensive land use plans.
- Exhibit 9** Public sector applicants, provide a resolution duly adopted by the applicant's governing board formally requesting the grant, designating an official to execute all documents, describing briefly the project scope, and identifying the grant amount (see Appendix II for a Sample Resolution).
- Exhibit 10** For acquisition projects, provide a copy of the sales agreement or easement accompanied by an appraisal prepared by either a Member, Appraisers Institute (MAI) formerly Institute of Real Estate Appraisers or a PA State Certified Appraiser.
- Exhibit 11** For all applicants, provide copies of notifications provided to county and municipal governing bodies advising them of the proposed project.
- Exhibit 12** For Authorized Organizations who are using grant funds for acquisition, provide copies of written consent from the county and municipality in which the land is situated.

## Authorized Official Resolution

BE IT RESOLVED, that Montgomery Township, Montgomery County hereby request a Greenways, Trails, and Recreation Program (GTRP) grant of \$250,000 from the Commonwealth Financing Authority to be used for the accessible playground and spray park at the Recreation Community Center.

BE IT FURTHER RESOLVED that the Applicant does hereby designate Lawrence J. Gegan, Township Manager as the official to execute all documents and agreements between Montgomery Township and the Commonwealth Financing Authority to facilitate and assist in obtaining the requested grant.

I, Deborah A. Rivas, duly qualified Assistant Secretary of Montgomery Township, Montgomery County, PA, hereby certify that the forgoing is a true and correct copy of a Resolution duly adopted by a majority vote of the Montgomery Township Board of Supervisors at a regular meeting held July 22, 2013 and said Resolution has been recorded in the Minutes of Montgomery Township and remains in effect as of this date.

IN WITNESS THEREOF, I affix my hand and attach the seal of Montgomery Township, this 22 day of July, 2013.

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Name of Applicant

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County

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Assistant Secretary

## Single Application for Assistance

Web Application Id: 8036999

Applicant: Montgomery Township

Program Selected: Greenways, Trails and Recreation Program

### Applicant Information

Applicant Entity Type: Government

Applicant Name: Montgomery Township

NAICS Code 9211

FEIN/SSN Number XXXXXXXXX

CEO: Lawrence J. Gegan

CEO Title: Township Manager

SAP Vendor #: XXXXXX

Contact Name: Stacy Crandell

Contact Title: Assistant to the Township Manager

Phone: (215)-393-6905

Ext.

Fax: (215)-855-6656

E-mail: [scrandell@montgomerytwp.org](mailto:scrandell@montgomerytwp.org)

Mailing Address: 1001 Stump Road

City: Montgomeryville

State: PA

Zip Code: 18936

## Single Application for Assistance

**Web Application Id:** 8036999

**Applicant:** Montgomery Township

**Program Selected:** Greenways, Trails and Recreation Program

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### EnterpriseType

Government,

## Single Application for Assistance

**Web Application Id:** 8036999

**Applicant:** Montgomery Township

**Program Selected:** Greenways, Trails and Recreation Program

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## Project Overview

**Project Name:**

Accessible Playground and Spray Park

**Is this project related to another previously submitted project?**

No

**If yes, indicate previous project name:**

**Have you contacted anyone at DCED/Governor's Action Team about your project?**

No

**If yes, indicate who:**

## Single Application for Assistance

**Web Application Id:** 8036999

**Applicant:** Montgomery Township

**Program Selected:** Greenways, Trails and Recreation Program

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### Project Site Locations

**Address:** 1030 Horsham Road

**City:** Montgomeryville

**State:** PA

**Zip Code:** 18936

**County:** Montgomery

**Municipality:** Montgomery Township

**PA House:** Kate Harper (61), Todd Stephens (151)

**PA Senate:** Stewart J. Greenleaf (12)

**US House:** Allison Schwartz (13)

**Current Employees:** 100

**Jobs To Be Created:** 15

**Designated Areas:**

# Single Application for Assistance

**Web Application Id:** 8036999

**Applicant:** Montgomery Township

**Program Selected:** Greenways, Trails and Recreation Program

## Project Budget

	Greenways, Trails and Recreation Program	Township (Local)			Total
- Acquisition	0	0	0	0	0
Land	0	0	0	0	0
Buildings	0	0	0	0	0
- General Construction	0	0	0	0	0
New Construction	0	0	0	0	0
Renovations	0	0	0	0	0
- Infrastructure / Site Preparation	0	20,000	0	0	20,000
Roads/Streets	0	0	0	0	0
Parking	0	0	0	0	0
Water/Sewer	0	0	0	0	0
Utilities	0	0	0	0	0
Demolition	0	0	0	0	0
Excavation/Grading	0	20,000	0	0	20,000
Environmental Cleanup	0	0	0	0	0
- Machinery & Equipment	250,000	282,500	0	0	532,500
New Equipment Purchase	250,000	282,500	0	0	532,500
Used Equipment Purchase	0	0	0	0	0
Upgrade Existing	0	0	0	0	0
Installation/Building Modification	0	0	0	0	0
Vehicles	0	0	0	0	0
- Working Capital	0	0	0	0	0
Working Capital	0	0	0	0	0
- Operating Costs	0	0	0	0	0
Salary/Fringe Benefits	0	0	0	0	0
Training/Technical Assistance	0	0	0	0	0
Consumable Supplies	0	0	0	0	0
	0	0	0	0	0
<b>Grand Totals</b>	<b>250,000</b>	<b>354,616</b>	<b>0</b>	<b>0</b>	<b>604,616</b>



**Program Selected:** Greenways, Trails and Recreation Program

[illegible]

# Single Application for Assistance

**Web Application Id:** 8036999

**Applicant:** Montgomery Township

**Program Selected:** Greenways, Trails and Recreation Program

## Project Budget

	Greenways, Trails and Recreation Program	Township (Local)			Total
	0	0	0	0	0
<b>Grand Totals</b>	<b>250,000</b>	<b>354,616</b>	<b>0</b>	<b>0</b>	<b>604,616</b>

### Basis of Cost

Provide the basis for calculating the costs that are identified in the Project Budget.

### Engineer Estimates

### Budget Narrative

The narrative must specifically address each of the cost items identified in the Project Budget section. If an amount is placed in any of the OTHER categories, you must specify what the money will be used for. **NOTE:** Some programs have specific guidelines regarding the narrative necessary to qualify for that particular DCED resource. Please read the Program Guidelines for details.

The cost estimate for the accessible playground and spray park is as follows:

Site Work- Mobilization and Site Preparation - \$20,000

Paving and surfaces includes- Total- \$162,305

Standard Concrete Paving- \$47,250

Colored concrete Paving- \$13,200

Safety Surfacing (Poured in Place TPV)- \$101,855

Play Equipment- Total- \$212,500

Signage- \$2,500

2-5 Age Group Equipment- \$65,000

5-12 Age Group Equipment- \$85,000

Play Equipment Installation- \$60,000

Spray Park Equipment- Total- \$77,000

Ground Sprays- \$15,000

Above Ground Elements/Activator- \$20,000

Plumbing/drainage, etc- \$20,000

Spray Equipment Installation- \$22,000

Landscape- Total- \$14,250

Shade Trees- \$8,500

Shrubs- \$2,750

Perennials/Groundcover- \$3,000

Site Furnishings/Amenities- \$35,100

Trash Receptacles- \$3,000

Benches- \$1,500

Bike Racks- \$1,200

## **Single Application for Assistance**

**Web Application Id:** 8036999

**Applicant:** Montgomery Township

**Program Selected:** Greenways, Trails and Recreation Program

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### **Project Budget**

Tables- \$2,700

Fencing (4 inch vinyl coated chainlink)- \$3,000

Contingency (10%)- \$52,116

Engineering/Design (10%)- \$52,116

Total- \$625,386

## Single Application for Assistance

**Web Application Id:** 8036999

**Applicant:** Montgomery Township

**Program Selected:** Greenways, Trails and Recreation Program

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### Project Narrative

#### What do you plan to accomplish with this project?

Identify the problem(s) that need to be resolved.

In 2012, Montgomery Township engaged the firms of Kimmel Bogrette and Ballard King & Associates, Ltd. to conduct a needs assessment and feasibility study of a new Township Multi-Purpose Recreation/Community Center. The building will be located at 12+/- acre site at the intersection of Stump and Horsham Roads across from the Township's Municipal Building. As part of the Recreation/Community Center, the Township is proposing to construct a playground and spray park on the property that will be accessible for everyone including individuals with physical disabilities. The Township does not currently have a playground with these capabilities and is proposing this location since it will be the location for the Township's indoor recreation programs including the Township's 8-week Kids University Summer Camp Program.

#### How do you plan to accomplish it?

Include expected outcomes that are measurable, obtainable, clear and understandable, and valid. Examples of measurable outcomes include jobs created or retained, people trained, land or building acquired, housing units renovated or built, etc.

In 2012, Montgomery Township has acquired the 12 acre parcel of land and has engaged the necessary engineering and architectural firms to complete the preparation of the design and bidding documents for the Recreation/Community Center which includes the construction of the playground and the spray park. The project is proposed to go out to bid by the end of 2013 with construction beginning in early 2014. During the design phase, the Architecture Firm and the Civil Engineer have identified a location for the playground and spray park.

The Township Engineer has prepared the attached sketch and equipment for the accessible playground and spray park. This unique playground will help provide accessibility to all children in age appropriate groupings for children ages 2-5 years old and 5-12 years old. This environment encourages and provides opportunities for children with disabilities to play with their nondisabled peers.

#### How do you plan to use the DCED funds?

Should include specific use of DCED funds and reflect the budget provided with the application.

The DCED Funds will be used to fund the construction of the playground and the spray park. The total budget for project is \$625,386 and the Township is seeking \$250,000 in grant funds towards the costs for the design and construction of the playground and spray park.

#### Projected Schedule and Key Milestones and Dates

A detailed schedule of activities, including key milestones and dates, must accompany this application if applicable to the project.

This project is being pursued in conjunction with the building of the Township Recreation/Community Center, the playground and spray park will be next to the building.

The proposed schedule for the project is as follows:

Approval of Recreation/Community Center Floor Plan- Approved July 8, 2013

Approval of Preliminary Site Plan- October 2013

## **Single Application for Assistance**

**Web Application Id:** 8036999

**Applicant:** Montgomery Township

**Program Selected:** Greenways, Trails and Recreation Program

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### **Project Narrative**

Approval of Final Land Development Plan Approval including Playground and Spray Park- November 2013

Completion of Bidding Documents- December 2013

Award of Construction Contracts- January 2014

Start of Construction- March 2014

Completion of Construction- March 2015

## **Single Application for Assistance**

**Web Application Id:** 8036999

**Applicant:** Montgomery Township

**Program Selected:** Greenways, Trails and Recreation Program

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### **Program Addenda**

1. I understand this application requires a \$100 application fee made payable to the Commonwealth Financing Authority and I will send it along with the signature page, the original and 6 copies of the single application and all required supplemental information stated in the program guidelines.

Yes

MONTGOMERY TOWNSHIP BOARD OF SUPERVISORS  
BOARD ACTION SUMMARY

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SUBJECT: Consider Authorization to Solicit Proposals for Audit Services

MEETING DATE: July 22, 2013

ITEM NUMBER: #13

MEETING/AGENDA:

ACTION

NONE

REASON FOR CONSIDERATION: Operational: xx Policy: Discussion: Information:

INITIATED BY: Shannon Q. Drosnock  
Finance Director

BOARD LIAISON: Robert J. Birch, Supervisor  
Liaison – Finance Committee

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BACKGROUND:

Each year the Township's financial statements are reviewed and audited by an independent audit firm for the purposes of meeting State and Federal reporting requirements in accordance with Section 917 (d) of the 2<sup>nd</sup> Class Township Code.

Maillie, LLP (formerly Maillie, Falconiero & Company) has been the Township Auditors for several years. Their current engagement expired with the completion of the 2012 audit. It is a good practice and exercise of due diligence for the Township to solicit proposals from various accounting firms on a periodic basis to perform these services.

Attached is a draft Request for Proposal (RFP) for the Board's consideration to solicit proposals from accounting firms to perform these audit services for the Township, the Fire Department and the Fire Department Relief Association for the fiscal year ending December 31, 2013 with a three (3) year option (2013 – 2015).

ZONING, SUBDIVISION OR LAND DEVELOPMENT IMPACT:

None.

PREVIOUS BOARD ACTION:

None.

ALTERNATIVES/OPTIONS:

None.

BUDGET IMPACT:

New contract price will be incorporated into the 2014 budget.

RECOMMENDATION:

Staff recommends that the Board authorize staff to solicit proposals for Township, Fire Department and Fire Department Relief Association audit services.

MOTION/RESOLUTION:

BE IT RESOLVED by the Board of Supervisors of Montgomery Township that we hereby authorize staff to solicit proposals from accounting firms for the service of auditing the Township, Fire Department and Fire Department Relief Association's financial statements for the year ending December 31, 2013 with an option for audit services for three fiscal years: 2013 through 2015.

MOTION: \_\_\_\_\_

SECOND: \_\_\_\_\_

ROLL CALL:

Robert J. Birch	Aye	Opposed	Abstain	Absent
Candyce Fluehr Chimera	Aye	Opposed	Abstain	Absent
Michael J. Fox	Aye	Opposed	Abstain	Absent
Jeffrey W. McDonnell	Aye	Opposed	Abstain	Absent
Joseph P. Walsh	Aye	Opposed	Abstain	Absent

DISTRIBUTION: Board of Supervisors, Frank R. Bartle, Esq.



**MONTGOMERY TOWNSHIP**

**DRAFT**

**REQUEST FOR PROPOSALS (RFP):  
PROFESSIONAL AUDITING SERVICES**

*July 2013*

1001 Stump Road

Montgomeryville, Pennsylvania 18936

# MONTGOMERY TOWNSHIP

# DRAFT

## REQUEST FOR PROPOSALS TABLE OF CONTENTS

I.	INTRODUCTION .....	3
A.	General Information .....	3
B.	Term of Engagement .....	4
II.	NATURE OF SERVICES REQUIRED .....	4
A.	General .....	4
B.	Scope of Work .....	4
C.	Working Papers .....	6
III.	DESCRIPTION OF THE GOVERNMENT .....	6
A.	Contact Persons, Office Location .....	6
B.	Background Information .....	6
C.	Budgetary Accounting Basis .....	7
D.	Federal and State Financial Assistance .....	7
E.	Pension Plans .....	7
F.	Magnitude of Finance Operations .....	7
G.	Computer Systems .....	7
H.	Internal Audit Function .....	7
IV.	PROPOSAL REQUIREMENTS .....	8
A.	General Requirements .....	8
1.	Submission of Notification of Interest .....	8
2.	Inquiries .....	8
3.	Submission of Proposals .....	8
B.	Technical Proposal .....	9
1.	Independence .....	9
2.	License to Practice in Pennsylvania .....	9
3.	Qualifications and Experience .....	9
4.	Statement of Experience and Quality Control .....	10
5.	Prior Engagements with Other Governments .....	10
6.	Similar Engagements with Other Governments .....	10
7.	Specific Audit Approach .....	10
8.	Identifications .....	11
9.	Report Format .....	11
C.	Sealed Dollar Cost Bid .....	11
1.	Cover Page .....	11
2.	Rates .....	12
3.	Expenses .....	12
4.	Rates for Additional Professional Services .....	12
5.	Payment for Services .....	12
V.	EVALUATION PROCEDURES .....	12
A.	Oral Presentations .....	12
B.	Final Selection .....	12
C.	Reservation of Rights .....	12

**MONTGOMERY TOWNSHIP**  
**REQUEST FOR PROPOSALS**

**DRAFT**

**I. INTRODUCTION**

**A. General Information**

Montgomery Township is requesting proposals from qualified firms of certified public accountants to audit its financial statements for the year ending December 31, 2013, with the option of auditing its financial statements for a total of three years (i.e. 2013-2015). In addition to the audit of the Township financial statements, the request includes the audit of both the volunteer Fire Department of Montgomery Township (FDMT) and its relief association (FDMTRA). Proposals should include request information for each unit. These audits are to be performed in accordance with generally accepted auditing standards. Specifically, those standards set forth in the General Accounting Office's (GAO) Government Auditing Standards (most recent edition), the provisions of the federal Single Audit Act of 1984, and the US Office of Management and Budget's (OMB) Circular A-128, Audits of State and Local Governments.

There is no expressed or implied obligation for Montgomery Township to reimburse responding firms for any expenses incurred in preparing proposals.

To be considered one original, two (2) copies and an electronic file (.pdf) of a proposal must be received by Lawrence J. Gegan, Township Manager, Montgomery Township, 1001 Stump Road, Montgomeryville, Pennsylvania 18936 by **10:00 AM on August 6, 2013**. Montgomery Township reserves the right to reject any or all proposals submitted.

The proposals will be reviewed by both Township staff and the Finance Committee and the Committee will make a recommendation to the Township Board of Supervisors. The Township Board of Supervisors will make the final selection. During the evaluation process Township Staff/Finance Committee and the Township Board of Supervisors reserve the right, where it may serve the Township's best interest, to request additional information or clarifications, or to allow corrections of errors or omissions. At the discretion of the Finance Committee and/or Township Board of Supervisors firms submitting proposals may be requested to make oral presentations.

Montgomery Township reserves the right to retain all proposals submitted and to use any ideas in other proposals regardless of whether or not that proposal is selected. Submission of a proposal indicates an acceptance by the firm of the conditions contained in this RFP - unless clearly and specifically noted in the submitted proposal and confirmed in the contract between Montgomery Township and the selected firm.

It is anticipated that the selection of a firm will be completed by September 24, 2013. Following the notification of the selected firm it is expected that a contract will be executed between both parties by October 31, 2013.

## B. Term of Engagement

A one-year or three-year contract is contemplated. All contracts are subject to the annual review and recommendation of the Township Manager, the satisfactory negotiation of terms, and the annual availability of an appropriation.

## II. NATURE OF SERVICES REQUIRED

### A. General

Montgomery Township is soliciting the services of qualified firms of certified public accountants to audit the financial statements of the Township, FDMT, and FDMTRA for the fiscal year ending December 31, 2013, with the option to audit the Township's financial statements for three years (i.e., 2013-2015). These audits are to be performed in accordance with the provisions contained in this RFP.

### B. Scope of Work

The audit shall be conducted adhering to the requirement of the DCED.

The audit shall be a financial and compliance review of the funds within the township.

The audit shall be conducted in accordance with generally accepted government auditing standards (GAGAS) and procedures applicable to governmental units.

Preliminary audit work may commence after December 1, 2013. A preliminary draft is required by March 15, 2014. The auditor's final report in Comprehensive Annual Financial Report (CAFR) format is required by June 13, 2014 contingent upon receipt of all analytical and statistical information provided timely by the Township, and its component units.

The Township staff shall provide assistance to the auditor and respond to reasonable requests for information, any records required and a working area to conduct the audit in an expeditious manner.

The auditor shall review the system of internal control and provide recommendations in the form of a management letter no later than June 13, 2014. The management letter shall include written responses by governmental officials to the auditor's observations.

If required, the auditor shall perform the audit and prepare all necessary reports required by the Single Audit Act of 1996 and OMB Circular A-130.

The auditor shall provide twelve (12) original copies of the auditor's opinion, the management letter, and the bound CAFR as well as a text searchable digital copy (.pdf) of the CAFR.

The auditor shall assist in preparation of the annual Audit and Financial Report for the DCED and submit any changes with the auditor's opinion by March 20th.

The auditor shall assist, in the completion of the Township's Comprehensive Annual Financial Report (CAFR) and submit a report with recommendations. The individual reviewing the CAFR must be senior level or above.

In the event the auditor encounters circumstances requiring an increase in the scope of the audit, written notice must be given to authorized officials at Montgomery Township, and the contract will be modified by mutual agreement regarding the work and compensation.

The Township adheres to fund accounting requirements of the Township Code and the State Department of Community and Economic Development (DCED).

The audit personnel, both senior and staff, must have as a minimum three (3) years experience auditing municipalities.

The Township requires continuity of audit personnel throughout the entire audit. In addition to a partner, the firm shall designate a consistent contact for the Township who is a member of the audit team.

### Irregularities and Illegal Acts

The auditor shall be required to make an immediate, written report of all irregularities and illegal acts or indications of illegal acts to the Township Manager and Township Board of Supervisors.

### Reporting to the Board of Supervisors

The auditor should be reasonably confident that Montgomery Township Board of Supervisors is informed of each of the following and shall, if requested, make formal presentation of the audit to the Finance Committee and to the Board of Supervisors:

1. The auditor's responsibility under generally accepted accounting standards

2. Significant accounting policies
3. Management judgments and accounting estimates
4. Significant audit adjustments
5. Other information in documents containing audited financial statements
6. Disagreements with management
7. Management consultation with other accountants
8. Major issues discussed with management prior to retention
9. Difficulties encountered in performing the audit.

C. Working Papers

All working papers and reports must be retained at the auditor's expense, for a minimum of three years, unless the firm is notified in writing by Montgomery Township of the need to extend the retention period. The auditor will be required to make working papers available, upon request, to the following parties or their designees:

1. Montgomery Township
2. US General Accounting Office (GAO)
3. Commonwealth of Pennsylvania
4. Auditors of entities, which Montgomery Township are a recipient of grant funds.

In addition the firm shall respond to the reasonable inquiries of successor auditors and allow successor auditors to review working papers relating to matters of continuing accounting significance.

III. DESCRIPTION OF THE GOVERNMENT

A. Contact Persons, Office Location

The auditor's principal contact with the Township shall be the Finance Director, or a designated representative, who will coordinate the assistance to be provided to the auditor.

B. Background Information

Montgomery Township has a population of 24,790 (2010 Census). The Township's fiscal year begins on January 1 and ends on December 31. The approximate amount of all 2013 budgeted expenditures is \$20 million.

More detailed information on the municipal government is available, and can be obtained by contacting the Finance Director (215-393-6900)

C. Budgetary Accounting Basis

The Township prepares its budgets in accordance with Generally Accepted Accounting Principles.

D. Federal and State Financial Assistance

During the fiscal years to be audited the Township will receive assistance with the accounting of financial activities such as but not limited to the following for no additional charge:

1. Commonwealth of Pennsylvania
2. Construction in Progress
3. Implementation of Enterprise Funds
4. Liquid Fuels
5. Foreign Fire & Casualty Insurance Tax Grant
6. Act 205 Pension
7. Public Utility Realty Tax
8. PA Act 101 Recycling Grant
9. Community Development Block Grants

E. Pension Plans

The Township administers the following pension plans:

1. Non-Uniform Employee Pension Plan – defined contribution
2. Police Pension Plan – defined benefit

F. Magnitude of Finance Operations

The financial functions of the Township are directed and implemented by the Township Manager and Finance Director.

G. Computer Systems

The Township Office has a networked computer (PC) system. Accounting software is Sunguard Pentamotion Finance Plus Ver 4.0 .

H. Internal Audit Function

The Township does not maintain a dedicated internal audit function. Internal audits are conducted as needed under the direction of the Township Manager.

IV. PROPOSAL REQUIREMENTS

A. General Requirements

10. Submission of Notification of Interest

Firms interested in submitting a proposal must submit it in writing by 10:00 AM on July 31, 2013. All proposals must be submitted in a sealed envelope addressed to:

Montgomery Township  
Attention: Lawrence J. Gegan, Township Manager  
1001 Stump Road  
Montgomeryville, PA 18936

Please mark all envelopes: PROPOSAL - AUDITING SERVICES

Township staff will be available to conduct on-site inspections with interested auditors.

2. Inquiries

Inquiries concerning the request for proposals must be made to:

Montgomery Township  
Lawrence J. Gegan, Township Manager  
c/o, Shannon Q. Drosnock, Finance Director  
1001 Stump Rd  
Montgomeryville, PA 18936

3. Submission of Proposals

The following items are required:

One original, one electronic (.pdf), and two (2) copies of a Technical Proposal.

The Technical Proposal must include: cover page with firm name, name, address, telephone, and email addresses of the contact person, date, table of contents, transmittal letter, detailed proposal, Proposer Guarantees and Proposer Warranties, and a separate sealed envelope containing a dollar cost bid - marked as such.

The transmittal letter must briefly state the Proposer's understanding of the work to be done, the commitment to perform the work within the indicated time periods, a statement of why the firm believes itself to be the best qualified to perform the audit, and a statement that the proposal is a firm and irrevocable offer.



**B. Technical Proposal****General Requirements**

The purpose of the technical proposal is to demonstrate the qualifications, competence and capacity of the firms seeking to undertake an independent audit of Montgomery Township, FDMT and FDMTRA in conformity with the requirements of this RFP. As such, the substance of proposals will carry more weight than their form or manner of presentation. The technical proposal should demonstrate the qualifications of the firm and of the specific staff to be assigned to this engagement. It should also discuss an audit approach that will meet our requirements.

This technical proposal should address all the points outlined in this RFP. In addition, the following points must be included. These nine areas will be important to evaluation of the proposal.

**1. Independence**

The firm shall provide an affirmative statement that it is independent of Montgomery Township and all of its component units, as defined by GAAP standards (the US General Accounting Office's Governmental Standards most recent edition). A similar statement of independence shall detail the firm's and any proposed sub-contractors' professional relationships, if any, with Montgomery Township or any of its component units over the last five years. In addition, the firm shall state in writing its intention and willingness to report any future professional relationship that might affect the firm's independence.

**2. License to Practice in Pennsylvania**

A statement shall be included that the firm and its assigned key professional staff are properly licensed to practice in Pennsylvania.

**3. Qualifications and Experience**

Proposal firms shall state the total size of the business, the size of the firm's governmental audit staff, and the location of the office from which work on Montgomery Township's audits will be performed. Also, the number, classification, and names of professional, non-professional, full-time and part-time staff to be employed on the audit. If Proposer is a joint venture, or other combination this information should be furnished by entity and the principal or lead auditor must be identified.

A statement must be included which reveals both of the following:

- If the firm has been subject to any federal or state desk reviews or field reviews of its audits during the years 2008, 2009, 2010, 2011 and 2012.
- Information (if any) on the circumstances of any disciplinary action taken or pending against the firm by federal, state or professional organizations.

#### 4. Statement of Experience and Quality Control

For principal, supervisory and management staff - including partners, managers, specialists and other staff to be assigned to the engagement indicate the following:

- registration and license
- government auditing experience – including work with the CAFR format
- continuing professional education
- membership in professional organizations

Indicate how the quality of staff will be assured over the term of the agreement. Montgomery Township reserves the right and requires prior written permission for replacements of engagement personnel, except for non-supervisory personnel.

#### 5. Prior Engagements with Other Governments

List all engagements, if any, with Montgomery Township or any of its component units during the time period 2009-2012. Indicate the scope of work, dates, and working partners.

#### 6. Similar Engagements with Other Governments

List the most significant engagements (maximum 5) performed in the period 2009-2012 that are similar to the engagement described in this RFP. Indicate scope of work, dates, working partners, name, address, and telephone number of principal client contact.

#### 7. Specific Audit Approach

The proposal shall set forth a work plan and an explanation of audit methodology to perform the services described in Section II of this RFP. The following should be included:

- Proposed segmentation of the audit and timeline
- Level of staff, and estimate of hours to be assigned to each proposed segment
- Sample size and extent to which statistical sampling is estimated to be used in this engagement
- Type and extent of proposed analytical procedures – detail any specific methods such as Benford’s Law analysis
- Approach to be taken to gain and document an understanding of Montgomery Township's internal control structure
- Approach to be taken to determine laws and regulations which will be subject to audit test work
- Approach to be taken in drawing audit samples for purposes of compliance tests

## 8. Identifications

Identify and describe any anticipated potential audit problems, the firm's approach to resolving these problems, and any special assistance that will be needed Montgomery Township.

## 9. Report Format

Include sample formats for required reports.

## C. Sealed Dollar Cost Bid

The sealed dollar cost bid shall contain all pricing information relative to performing the audit engagement as described in this RFP. The total all-inclusive maximum price to be bid is to contain all direct and indirect costs - including out of pocket expenses, and support. Proposals should detail any limitations or restrictions to these inclusions. The year 2013, as well as the time period 2013-2015, should have an all-inclusive maximum bid.

Montgomery Township is not responsible for expenses incurred in preparing and submitting proposals and sealed dollar cost bids. Such costs should not be included in the proposal.

### 1. Cover Page

- Name of Firm
- Certification that the person signing the proposal and dollar cost bid is entitled to represent the firm, empowered to submit the bid, and authorized to enter into an agreement with Montgomery Township
- Total all-inclusive maximum price for the 2012 engagement. Total all-inclusive price for the time period 2012-2015.

## 2. Rates

The second page of the sealed dollar cost bid should contain schedules of professional fees and expenses that support the all-inclusive maximum price.

## 3. Expenses

Out of pocket expenses are not reimbursable.

## 4. Rates for Additional Professional Services

If it should become necessary for the Township to request the auditor to render any additional services beyond the scope of this RFP, then such additional work shall be performed only if set forth in an addendum to the agreement between Montgomery Township and the firm. Any such work shall be performed at the same rates set forth in the schedule of fees and expenses included in this sealed dollar cost bid.

## 5. Payment for Services

Progress payments will be made for up to 75% of the work performed to date, effective at each end of the month during the audit period. The final payment shall be made only after all reports listed herein have been issued. Payment will be made within 30 days of the effective date.

# V. EVALUATION PROCEDURES

## A. Oral Presentations

During the evaluation process the Township Manager may request any one or several firms to make oral presentations. Such presentations will provide firms with an opportunity to ask and answer questions and further explain proposals made in the written material.

## B. Final Selection

The Township Board of Supervisors will select a firm.

An Engagement Letter and Agreement will be prepared and submitted to the Board for action.

## C. Reservation of Rights

Montgomery Township reserves the right without prejudice to reject any or all RFPs. Submission of a proposal indicates acceptance by the firm of the conditions contained in this RFP - unless clearly and specifically noted in the

proposal submitted as an exception, and confirmed in the contract between Montgomery Township and the selected firm.

MONTGOMERY TOWNSHIP BOARD OF SUPERVISORS  
BOARD ACTION SUMMARY

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SUBJECT: Consider Authorization to Advertise Bid Specifications – Township Facility Trash Collection and Disposal

MEETING DATE: July 22, 2013

ITEM NUMBER: #14

MEETING/AGENDA:

ACTION

NONE

REASON FOR CONSIDERATION: Operational: Policy: Discussion: xx Information:

INITIATED BY: Shannon Q. Drosnock  
Finance Director

BOARD LIAISON: Robert J. Birch, Supervisor  
Liaison – Finance Committee

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BACKGROUND:

Currently the Township has a combined five (5) accounts with two (2) vendors providing trash and recycling pickup at four (4) Township facilities. The combined cost for these services is approximately \$40,000 per year.

Staff has identified this as an area where cost savings could potentially be achieved through the use of a municipal bid used to consolidate the five (5) accounts into one contract with one vendor.

Attached is the draft bid document for the Board's consideration. This document has been reviewed by the Township Solicitor. Pending Board approval, the bid would be made available to vendors from July 23<sup>rd</sup> through August 15<sup>th</sup> with a bid opening of August 15<sup>th</sup> at 10:00 a.m. and a contract start date of October 1, 2013.

ZONING, SUBDIVISION OR LAND DEVELOPMENT IMPACT:

None.

PREVIOUS BOARD ACTION:

None.

ALTERNATIVES/OPTIONS:

None.

BUDGET IMPACT:

Potential cost savings. New contract price will be incorporated into the 2014 budget.

RECOMMENDATION:

Staff recommends that the Board authorize staff to move forward with the bid process for trash and recycling services.

MOTION/RESOLUTION:

BE IT RESOLVED by the Board of Supervisors of Montgomery Township that we hereby authorize staff to advertise the Montgomery Township Facilities Waste and Single Stream Recyclable Materials Collection and Disposal bid for a bid opening of August 15<sup>th</sup> at 10:00 a.m..

MOTION: \_\_\_\_\_ SECOND: \_\_\_\_\_

ROLL CALL:

Robert J. Birch	Aye	Opposed	Abstain	Absent
Candyce Fluehr Chimera	Aye	Opposed	Abstain	Absent
Michael J. Fox	Aye	Opposed	Abstain	Absent
Jeffrey W. McDonnell	Aye	Opposed	Abstain	Absent
Joseph P. Walsh	Aye	Opposed	Abstain	Absent

DISTRIBUTION: Board of Supervisors, Frank R. Bartle, Esq.



**MONTGOMERY TOWNSHIP SPECIFICATIONS**

**BID SPECIFICATION**

**TOWNSHIP FACILITIES WASTE & SINGLE  
STREAM RECYCLABLE MATERIALS  
COLLECTION & DISPOSAL**

Bidding Instructions

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Outline of Specifications

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Proposal

Bid Closing: August 15, 2013 at 10:00 AM  
Bid Opening: August 15, 2013 at 10:05 AM

Montgomery Township  
1001 Stump Road  
Montgomeryville, PA 18936



# Montgomery Township Bid Specification

## NOTICE TO BIDDERS

Sealed bids will be received at the Montgomery Township Building, 1001 Stump Road, Montgomeryville, PA 18936, until 10:00 AM on Wednesday, August 15, 2013. The bids shall be publicly opened and read aloud at 10:05 AM on the same day, for the following:

### **TOWNSHIP FACILITIES WASTE & SINGLE STREAM RECYCLABLE MATERIALS COLLECTION & DISPOSAL**

### **FOR MONTGOMERY TOWNSHIP**

Bid Specification, Bid Proposal Response Forms and Instructions to Bidders may be obtained at the Township Building, between 8:30 AM and 4:30 PM, Monday through Friday or on the Township's website, [www.montgomerytp.org](http://www.montgomerytp.org).

Bid shall be accompanied by a bid deposit in the form of a Certified Check or Bid Bond, in an amount not less than ten percent (10%) of the Bid and made payable to the Montgomery Township Board of Supervisors.

The successful bidder will be required to furnish separate performance bonds with corporate surety and/or binding letter of intent issued by companies authorized to do business in the Commonwealth of Pennsylvania, as identified in the Bid Specification, to secure the faithful performance and maintenance of the Bid Specification.

Bid shall be enclosed in a sealed envelope, marked on the outside "BID SPECIFICATION–  
Township Facilities Waste & Single Stream Recyclable Collection".

It shall be the responsibility of the bidder to thoroughly familiarize themselves with the work outlined in the Bid Specification.

The Board of Supervisors reserves the right to reject any or all bids, to waive informalities, or to take such action as it may deem to be in the best interest of the Township and as may be permitted by law.

Prior to awarding the Bid Specification, bids may be held by the Township for a period not to exceed sixty (60) days from the date of the bid opening for the purpose of reviewing the Bid Proposal Responses and investigation of bidder qualifications. During this period, no bid may be withdrawn.

# Montgomery Township Bid Specification

## MONTGOMERY TOWNSHIP

### I. INSTRUCTIONS TO BIDDERS

#### A. Scope of Work:

The work to be performed shall consist of collection and disposal of municipal waste and single stream recyclable materials as defined herein, from facilities of Montgomery Township Montgomery County, Pennsylvania (hereinafter referred to as "Township").

#### B. Examination of Township:

Bidders shall inspect the Township facilities so that they make their own judgment with respect to all the circumstances affecting the cost of the services in question and the nature of the work to be performed. Bidders shall assume all risks, whether or not patent, latent, known, hidden or foreseeable.

#### C. Specifications and Documents:

Bidders are advised to examine carefully the Specifications and all Documents describing the proposed work and make their own independent judgment with respect to the circumstances affecting the cost of work and the performance required.

#### D. Scope and Area of Collection:

The award of the Bid Specification will require the successful bidder to supply all of the labor, tools, machinery, plant and equipment, including receptacles as defined herein, and to perform all the work of collecting, removing, hauling and disposal of municipal waste and recyclable materials as required by the Bid Specification, from the following locations:

- (1) Township Building, 1001 Stump Road, Montgomeryville, PA  
– 6 Yd. Municipal Waste Container (2x week)
- (2) Township Building, 1001 Stump Road, Montgomeryville, PA  
– 6 Yd. Recyclable Materials Container (1x week)
- (33) Battalion 1 Fire Station, 325 Stump Road, Montgomeryville, PA  
– 4 Yd. Municipal Waste Container (1x week)
- (4) Battalion 2 Fire Station, 441 Doylestown Pike, Lansdale, PA  
– 2 Yd. Municipal Waste Container (1x week)
- (5) Public Works Building, 90 Domorah Drive, Montgomeryville, PA  
– 8 Yd. Municipal Waste Container (2x week)
- (6) Township Building (EAC), 1001 Stump Road, Montgomeryville, PA  
– Two 8 Yd. Cardboard Recyclable Materials Containers (2x week) – Effective 2/2014

## Montgomery Township Bid Specification

### E. Term of Bid Specification:

The Township shall award a contract under the Bid Specification for a one year term commencing October 1, 2013.

### F. Conditions of Work:

Bidders must inform themselves fully of all the conditions relating to the work in question. Failure to do so will not relieve the successful bidder of their obligation to furnish and perform the work which forms the basis of this proposal, or to carry out the provisions of the contract with respect to performance of the contemplated work set forth in his bid.

Insofar as possible, the successful bidder in the execution of the work called for in this proposal shall employ such methods or means as will avoid any interruption or interference with the operation of the affairs of the Township.

It is likewise understood and required that the successful bidder shall, in the performance of the Bid Specification, employ such methods as will avoid violation of any applicable statute, ordinance or regulation of the Commonwealth of Pennsylvania or the Township.

### G. Preparation of Proposals:

Each bidder shall submit a Bid Response Proposal for the entire amount of the work called for in various specifications within this Bid Specification, and the failure to conform to this requirement may result in the classification of such a bid as "irregular" and may render the same subject to rejection. The attachment of any conditions, limitation or ancillary provisions by a bidder to a Bid Response Proposal may cause a similar classification and have a similar effect.

All Bid Response Proposals shall be submitted on the prescribed forms. All bids must be submitted in sealed envelopes bearing the name and address of the bidder on the outside. Bid Deposit or Bid Bond and Consent of Surety and/or Binding Letter of Intent must accompany the Bid Response Proposal and shall be contained in the said envelope.

THE TOWNSHIP RESERVES THE RIGHT TO REJECT ANY AND ALL BIDS, OR PARTS THEREOF, OR TO WAIVE ANY INFORMALITIES THEREON.

Collection of Municipal Waste & Single Stream Recycling: The Township is desirous of receiving proposals based on the specifications contained herein for Township Facilities Collection of Waste and Single Stream Recyclable Materials and Disposal of those materials.

### H. Signature of Bidders:

The firm, corporation and individual name of the bidder must be signed in ink in the space provided for the same on the proposal blank. In the case of a corporation, the title of the officer signing must be likewise stated, the seal of the corporation must be duly affixed and the corporate officer executing the document on behalf of the corporation shall attach thereto a certified copy of a resolution of the corporate board of directors indicating that officer's authority

## Montgomery Township Bid Specification

to make such a proposal and submit such bid on behalf of the corporation. In the case of a partnership, the signature of at least one of the partners must follow the firm name together with an indication that the signature is that of a partner. If some other agent of the partnership submits or executes a bid for the firm, a notarized statement signed by each of the partners shall be attached thereto indicating that the signatory is authorized to act as an agent for the partnership in this endeavor. In the case of any bids submitted by an individual, the designation "individual proprietorship" shall follow the signature in question, any trade name used by a non-corporate bidder shall be so designated and shall be indicated as having been registered or not registered under the Fictitious Names Registration Act with the Secretary of the Commonwealth of Pennsylvania and the Prothonotary of the county in Pennsylvania where so registered.

### I. Bidder's Affidavit:

Each bidder shall complete and execute the affidavit, incorporated with and made part of the proposal document (Attachment "A").

### J. Withdrawal of Proposal:

No proposal may be withdrawn, altered or otherwise modified after it has been duly deposited with or at the office of the Township Manager.

### K. Consent of Surety and/or Binding Letter of Intent:

Each proposal shall be accompanied by a Consent of Surety and/or Binding Letter of Intent from an approved surety company that is licensed to conduct business in the Commonwealth of Pennsylvania; and such letter shall state that the surety therein mentioned agrees to furnish the required surety bond and any bond which is made a condition of the awarding of the Bid Specification and anywhere in this proposal.

### L. Bid Bond:

Each proposal shall be accompanied by a Bid Bond or Certified Check, to the order of the Township, in the amount of ten percent (10%) of the Bid.

### M. Return of Proposal Guarantee:

As soon as the lowest responsible bidder has been selected, the award made, and the successful bidder has executed the contract and furnished the required security for the performance of the contract, all bid bonds and checks submitted with bids shall be returned to all unsuccessful bidders.

Upon the execution and delivery of the contract and the furnishings of the required bond or security for the performance of said contract, the bid bond submitted by the successful bidder shall be returned. In case the successful bidder shall fail to execute and deliver the contract and the necessary bonds within twenty (20) days after notice from the Township to do so, the award shall be vacated and such bid bond or check shall be forfeited as liquidated damages.

### N. Interpretations:

No interpretations of the meaning of the Bid Specifications or other documents will be made to any bidder. Any supplemental instructions will be in the form of written addendum to the

## Montgomery Township Bid Specification

specifications which, if issued, will be emailed to all parties of record receiving such Bid Specifications. Failure of any bidder to receive any such addendum shall not relieve the bidder from any obligations under the Bid Response Proposal as submitted, nor from any obligation to conform to the requirements herein set forth.

O. Qualifications and Competency:

The Township may reject any bid received if the qualifications questionnaire fails to satisfy the Township that such is qualified to carry out the obligations of the Bid Specification and to complete the work as specified. Each bidder shall be required to complete and sign the affidavit of qualifications included herewith and made a part of this Bid Specification (Attachment "B"); and the failure to conform to this requirement may result in the classification of such a bid as "unqualified."

P. Affidavit of Non-Collusion:

Each bidder shall be required to submit an affidavit of non-collusion on the form included in and made a part of this Bid Specification (Attachment "C").

Q. Performance Bond:

The successful bidder shall be required to furnish a 100% performance bond, based upon the total contract amount, for the faithful performance of the contract.

The bond shall be filed with the office of the Township Manager no later than twenty (20) days after notification by the Township of the bid award is received. Said bond shall be that of an approved surety company authorized to transact business within the Commonwealth of Pennsylvania, and proof of same shall be submitted to the satisfaction of the Board of Supervisors; agents of bonding company shall furnish the necessary power of attorney, bearing the seal of the company and evidencing such agents authorized to execute the particular type of bond to be furnished, as well as the right of the surety company to conduct business in the Commonwealth of Pennsylvania.

R. Execution of Contract and Commencement of Work:

The successful bidder shall execute a contract containing provisions substantially in conformance with the provisions of these bidding documents promptly after the award of the bid and shall commence work in the Township on October 1, 2013. Said contract shall in all respects be interpreted and construed in accordance with the laws of the Commonwealth of Pennsylvania.

# Montgomery Township Bid Specification

## II. GENERAL SPECIFICATIONS

### A. Documents:

All documents included herein, including but not limited to the Notice to Bidders, Instructions to Bidders, General and Detailed Specifications, Bid Response Proposal, Bidder's Affidavit, Qualification Questionnaire, Affidavit of Non-Collusion, Insurance Requirements, are made part herein; and they shall define the Bid Specification obligations.

### B. Obligation of Successful Bidder:

The successful bidder shall, at their own cost and expense, and in conformity with the annexed documents, furnish all the material, labor and equipment for the collection of municipal waste and single stream recyclable materials, as herein defined, from all locations as herein defined, based on the Bid Response Proposal selected by the Township.

### C. Customer Service:

The successful bidder shall provide for the availability of customer service representatives that Township staff can contact by a toll-free telephone number during each collection day between the hours of 7:00 AM and 5:00 PM. The customer service representatives shall answer inquiries and resolve complaints with respect to the services to be provided through this contract.

### D. Notice to Successful Bidder:

The place of business designated in the bid or proposal is hereby designated as the place to which all notices, letters and other communications shall be served, and to which all notices, letters and other communications shall be mailed or delivered. All notices specifically maintained herein, and all other communications of any kind which may be of necessity be hereafter dispatched, shall be sent USPS certified mail/return receipt requested.

### E. Inspection:

The Township Manager, or an authorized representative, may inspect the collection being made pursuant to the contract; and may require the correction of any improper performance or any deficient performance herein through the designated supervisor of the successful bidder.

### F. Indemnification:

To the fullest extent permitted by law, the successful bidder shall indemnify, defend and hold Montgomery Township (the Township), and their elected and appointed officials, employees, agents and authorized volunteers harmless from and against any and all claims, losses, damages, expenses, causes of action and liabilities (including without limitation, attorneys' fees) arising out of or related to the successful bidder's services performed under this Bid Specification or operations incidental thereto, unless such claims arise from the sole negligence of Township. Such obligation to indemnify, defend and hold Township and their elected and appointed officials, employees, agents and authorized volunteers harmless shall survive the termination of this Bid Specification.

## Montgomery Township Bid Specification

### G. Workers' Compensation Insurance:

The successful bidder shall, during the term of the contract, maintain at their own expense, Workers' Compensation Insurance in order to fully protect both their employees and the Township, as may be required by any and all state and federal laws, and provide the Township with an appropriate certificate evidencing the existence of said insurance policy prior to commencing work under the Bid Specification.

### H. Liability Insurance:

The successful bidder shall, during the term of the contract, maintain at their own expense, the insurance requirements included herewith and made a part of this proposal (Attachment "D") and provide the Township with an appropriate certificate evidencing the existence of said insurance policy prior to commencing work under the Bid Specification.

### I. Payments: (Question – Payment made in advance or in arrears.)

The Township shall pay to the successful bidder the agreed upon contract price for collection and disposal in monthly installments in advance of each month, commencing October 1, 2013. The successful bidder shall prepare and file, with the Township, a standard voucher to cover each month's payment in sufficient time (no less than 30 days) to permit proper review by Township officials for the maintenance of this payment schedule.

### J. Violation and Liquidated Damages:

It is understood that the orderly and proper collection of municipal waste and municipal single-stream recycling, as defined herein, is a matter of serious and vital concern to the Township because of the effect which it has upon the health and welfare of its residents. Likewise it is anticipated that occasional minor breaches or violations may occur during the course of the performance of the service herein set forth. Since many of these are incapable of prompt and reasonable calculation, the following stipulated liquidated damages may be invoked on behalf of the Township, by the Township Manager, or authorized representatives, whose determination and certification of the same shall be final.

The Township Manager, or authorized representatives, shall notify the successful bidder's supervisor of such violations where they can be immediately corrected. If a violation remains uncorrected for an unreasonable period or is systemically repeated, the Township Manager may make an appropriate deduction from the next payment due in accordance with the following schedule of liquidated damages:

1. Failure to collect refuse properly in place — \$50.00 per location.
2. Using or maintaining a truck in a leaking or unsanitary condition — \$500.00 per offense.
3. Failure to clean up any materials, including municipal waste, spilled or draining off equipment — \$50.00 per offense.
4. Failure to transport municipal waste to an approved disposal site upon completion of collection — \$500.00 plus tipping fee per ton collected but not delivered per day per offense.

## Montgomery Township Bid Specification

5. Failure to transport municipal single-stream recycling materials to an approved facility — \$500.00 per offense.
6. Failure to provide signed, written annual tonnage reports with all totals for all contracted collections. — \$500.00 per offense.

K. Assignment:

Neither this Bid Specification, nor any portion hereof, may be assigned, sub-let or transferred to any person, firm or corporation, except upon the written consent and approval of the Township, which consent the Township is under no obligation to give.

L. DOT - CDL Compliance

The successful bidder, if required to use CDL drivers to perform work under this contract, shall, prior to execution of the Bid Specification and at any time during the contract, provide the Township with a notarized affidavit certifying that the contractor's employees covered by the DOT CDL regulations are participating in a valid drug/alcohol testing program.

### III. DETAILED SPECIFICATIONS

A. Definitions: As used throughout these bidding and contract documents, the following words shall have the meanings as stated below:

MUNICIPAL WASTE means any acceptable and processable waste, excluding Yard-Waste and Bulk-Waste as defined below, including solid, liquid, semi-solid or contained gaseous materials resulting from operation of municipal establishments and community activities.

SINGLE STREAM RECYCLING refers to a system in which all collected recyclables are mixed together in one collection truck instead of being sorted into separate commodities by the resident and handled separately throughout the collection process.

B. Receptacles:

The successful bidder shall provide the following receptacle containers:

- (1) Township Building, 1001 Stump Road – 6 Yd Municipal Waste Container
- (1) Township Building, 1001 Stump Road – 6 Yd Recyclable Materials Container
- (1) Battalion 1 Fire Station, 325 Stump Road – 4 Yd Municipal Waste Container
- (1) Battalion 2 Fire Station, 441 Doylestown Pike, - 2 Yd Municipal Waste Container
- (1) Public Works Building, 90 Domorah Dr – 8 Yd. Municipal Waste Container
- (2) Township Building (EAC), 1001 Stump Road – 8 Yd Cardboard Recyclable Materials Containers – Effective February, 2014



## Montgomery Township Bid Specification

### C. Collection:

Collection shall be subject to the following:

1. Schedule: The successful bidder shall collect municipal waste and municipal single-stream recycling, as defined herein, from containers supplied and stored at the various municipal locations.

2. Hours: Collections shall be made, commencing no earlier than 7:00 AM and ending no later than 5:00 PM prevailing time. Any deviations from these hours must be reported to the Township Manager.

3. Places of Collection: The collection shall be made from all places listed in Paragraph D entitled "Scope and Area of Collection" contained in Section I. (Instructions to Bidders)

4. Acts of God and Natural Disasters: The successful bidder shall be excused without penalty from either collection or cleaning the debris resulting from hurricanes, storms of unusually heavy capacity, disasters or other unusual phenomena of nature or acts of God which result in the production of substantial quantities of debris littering the streets and highways of the Township or any private roads or driveways therein.

### D. Contingencies:

Nonperformance of its obligations by the successful bidder which are substantial, including but not limited to failing to comply with the rules and regulations of the Township, or such as to endanger the health and welfare of the residents of the Township may, at the option of the Township, be sufficient cause for the Township to terminate the contract and seek damages under the performance bond of the successful bidder; provided, however, that such option shall not be exercised if the nonperformance is caused by: (a) unavoidable casualties to more than a majority of the collection trucks of the successful bidder for a period not exceeding five continuous days because of a strike or strikes or other labor disputes of the employees of the successful bidder which prevent operation of the successful bidder's collection trucks; (b) legal acts of duly constituted public authorities, other than the Township or the Authority, if such acts are not provoked by any act of omission or commission by the successful bidder; (c) any act of God or nature; (d) civil disturbances or war.

Nonperformance by the successful bidder for whatsoever reason, of any nature and regardless of whether it is substantial or a menace to the health and welfare of the residents of the Township, shall be just cause at the option of the Township for a pro rata deduction by the Township of funds which would otherwise be due the successful bidder for performance hereunder, except:

1. The first two (2) consecutive days or parts thereof, including Saturdays, Sundays and/or holidays of a bone fide strike or labor dispute as aforesaid by successful bidder's employees; or

2. The first seven (7) consecutive days or parts thereof, including Saturdays, Sundays and/or holidays, of acts of God or nature as a result of which a majority of successful bidder's collection trucks are rendered inoperable; or

3. Any day or days or parts thereof, not including Saturdays, Sundays and/or holidays, of acts of omission or commission which are under the control of the Township

## Montgomery Township Bid Specification

### BID PROPOSAL

#### TOWNSHIP FACILITIES WASTE & SINGLE STREAM RECYCLABLE MATERIALS COLLECTION & DISPOSAL

The undersigned, having carefully inspected the Municipality, either personally or through its duly authorized representatives, and also having carefully read and examined the 'Instructions to Bidders, General Specifications and Detailed Specifications, Affidavits annexed to Proposal and Specifications,' either personally or through a duly authorized representative, which documents are understood and accepted as sufficient for the purpose herein expressed, hereby proposed to comply with said requirements and furnish all labor, equipment, services and facilities in accordance with said Form of Contract, and Contract Documents mentioned herein and to commence said performance on October 1, 2013.

Supply all of the labor, tools, machinery, plant and equipment, including receptacles as defined herein and to perform all the work of collecting, removing, hauling and disposal of municipal waste and recyclable materials as required by the Article I, Section D of the Bid Specification.

Pickup Location	Container Type	Pickup Frequency	Monthly Cost	Price for 12 Months
Township Building 1001 Stump Road	6 Yd Municipal Waste Container	2x week		
Township Building 1001 Stump Road	6 Yd Single Stream Recyclable Materials Container	1x week		
Battalion 1 Fire Station 325 Stump Road	4 Yd Municipal Waste Container	1x week		
Battalion 2 Fire Station 441 Doylestown Pike	2 Yd Municipal Waste Container	1x week		
Public Works Building 90 Domorah Dr.	8 Yd. Municipal Waste Container	2x week		
Total Contract Cost				

A current contract exists on these two containers which is scheduled to expire in February, 2014. The Township is requesting a monthly price on these two containers which may be prorated for the remaining four (4) months of this contract.

Township Building (EAC) 1001 Stump Road	Two 8 Yd Cardboard Recyclable Materials Containers	2x week		N/A
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There is enclosed herewith a bid bond or certified check, drawn to the order of the Municipality in the amount of ten percent (10%) of the price on the one year contract and a duly executed Consent of Surety from an approved surety company licensed to conduct business in the

## Montgomery Township Bid Specification

Commonwealth of Pennsylvania, agreeing to furnish the Municipality the required performance and completion bond upon the award of the contract.

It is understood that the bid bond and/or certified check is submitted and shall be subject to the terms and conditions stipulated herein.

The undersigned submitting the proposal certifies that this bid is genuine; that it is in no respect collusive; that it is not a sham; that the undersigned bidder has not directly or indirectly, with any person or bidder, agreed to submit a sham bid or induced such other person to refrain from bidding. The undersigned bidder certifies that it has not in any manner, either directly or indirectly, sought by agreement or collusion, communication or conference, with any person, to fix the bid price of any bidder, or to fix any overhead, profit or cost element of the bid price, or of that of any other bidder, or to secure any advantage over the Municipality or over any person interested in the proposed contract. Further, the undersigned bidder certifies that it has not divulged information regarding its bid or data relative thereto to any person, partnership or corporation or to any agent or employee thereof, and that no Municipality official or employee of said Municipality is interested, either directly or indirectly, in the bid or any portion of the bid, nor in the contract or any part of the contract which may be awarded to the undersigned on the basis of such bid.

Date: \_\_\_\_\_

Bidder: \_\_\_\_\_

By: \_\_\_\_\_

Title: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

Telephone: \_\_\_\_\_

Note: If bidder is a corporation, a corporate seal must be affixed and attached hereto, and there shall be a certified copy of a resolution of the Corporate Board of Directors, indicating that the officer signing the above proposal has the authority to make said proposal and submit it for the corporation.

Montgomery Township Bid Specification

**ATTACHMENT "A"**

**Bidder's Affidavit**

(This Affidavit is Part of the Proposal)

COMMONWEALTH OF PENNSYLVANIA :  
: ss  
COUNTY OF \_\_\_\_\_ :

\_\_\_\_\_, being first duly sworn, deposes and says that they  
are the \_\_\_\_\_ (title) of \_\_\_\_\_,  
who signed the above Proposal or Bid, that they were duly authorized to sign and that the Bid is  
the true offer of the bidder, that the seal attached is the seal of the bidder, and that all  
declarations and statements contained in the bid are true to the best of their knowledge and  
belief.

(SEAL)

\_\_\_\_\_  
Affiant Signature

Sworn to and subscribed  
before me this \_\_\_\_\_ day  
of \_\_\_\_\_, 2013.

\_\_\_\_\_  
Notary Public  
My Commission Expires:

# Montgomery Township Bid Specification

## ATTACHMENT "B"

### Qualification Questionnaire

In Accordance with the Specifications,  
Each Bidder Shall Provide the Following Information:

Failure to answer all questions may render such bid as unqualified. Separate sheets may be supplied for this and any additional appropriate information.

1. List the municipalities, with addresses and telephone numbers, from which you have obtained letters of satisfactory completion of contract, or satisfactory service:  

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2. From what municipalities, with addresses and telephone numbers, have you had contracts which required the collection and disposal of municipal waste? Name each municipality:  

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3. List the municipalities, with addresses and telephone numbers, you are currently providing collection services for, under municipal contracts:  

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4. How many years experience in the collection of refuse under municipal contracts has your organization had?  

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5. Have you failed at any time to complete a collection contract? If so, indicate which community and under what circumstances?  

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6. Please indicate the local telephone number for your office which shall be available to receive calls from Township staff and officials:  

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Montgomery Township Bid Specification

COMMONWEALTH OF PENNSYLVANIA :  
: ss  
COUNTY OF \_\_\_\_\_ :

I, \_\_\_\_\_, of full age, being sworn according to law, upon my oath depose and say:

1. I am the \_\_\_\_\_ of \_\_\_\_\_, the bidder herein named, and I am duly authorized to respond to the foregoing questions on behalf of said bidder.
2. I have read the foregoing questions in the "Qualification Questionnaire," and the answers which I have submitted in response thereto are true according to the best of my knowledge, information and belief.

(SEAL)

Affiant Signature \_\_\_\_\_

Division \_\_\_\_\_

Company \_\_\_\_\_

Sworn to and subscribed  
before me this \_\_\_\_\_ day  
of \_\_\_\_\_, 2013.

\_\_\_\_\_  
Notary Public  
My Commission Expires:

Montgomery Township Bid Specification

ATTACHMENT "C"

**Affidavit of Non-Collusion**

(This Affidavit is Part of the Proposal)

COMMONWEALTH OF PENNSYLVANIA :  
 : ss  
COUNTY OF \_\_\_\_\_ :

\_\_\_\_\_, being first duly sworn, deposes and says  
that they are \_\_\_\_\_ (sole owner, partner, president,

secretary, etc.) of \_\_\_\_\_, the party making the  
foregoing proposal or bid; that such bid is genuine and not collusive or a sham; that said bidder  
has not colluded, conspired, connived or agreed, directly or indirectly, with any bidder or person  
to put in a sham bid, or that such other person shall refrain from bidding, and has not in any  
manner, directly or indirectly sought by agreement or collusion, or communication or conference  
with any person, to fix the bid price or affiant or any other bidder, or to fix any overhead, profit or  
cost element of said bid price, or of that of any other bidder, or to secure any advantage against  
the Township of Montgomery or any person interested in the proposed contract: and that all  
statements contained in said proposal or bid are true; and further, that such bidder has not,  
directly or indirectly, submitted this bid, or the contents hereof, or divulged information or data  
relative thereto to any association or to any member or agent thereof.

(SEAL)

\_\_\_\_\_  
Affiant Signature

Sworn to and subscribed  
before me this \_\_\_\_\_ day  
of \_\_\_\_\_, 2013.

\_\_\_\_\_  
Notary Public  
My Commission Expires:

## **ATTACHMENT "D"**

### **Specification Insurance Requirements for Municipal Facilities Waste and Municipal Single-Stream Recycling Collection Contract**

#### **1 - General Insurance Requirements**

1.1 - The Contractor shall not commence operations until the Contractor has obtained at the Contractor's own expense all of the insurance as required hereunder and such insurance has been approved by the Township; nor shall the Contractor allow any Subcontractor to commence operations on any subcontract until all insurance required of the Subcontractor has been so obtained and approved by the Contractor. Approval of insurance required of the Contractor will be granted only after submission to the Township of original certificates of insurance signed by authorized representatives of the insurers or, at the Township's request, certified copies of the required insurance policies.

1.2 - Insurance as required hereunder shall be in force throughout the term of the Contract. Original certificates signed by authorized representatives of the insurers or, at the Township's request, certified copies of insurance policies, evidencing that the required insurance is in effect, shall be maintained with the Township throughout the term of the Contract.

1.3 - The Contractor shall require all Subcontractors to maintain during the term of the Contract commercial general liability insurance, business auto liability insurance, and workers compensation and employers liability insurance, and umbrella excess or excess liability insurance to the same extent required of the Contractor in 2.1.1, 2.1.2, 2.1.3 and 2.1.4. unless any such requirement is expressly waived or amended by the Township in writing. The Contractor shall furnish Subcontractors' certificates of insurance to the Township immediately upon request.

1.4 - All insurance policies required hereunder shall be endorsed to provide that the policy is not subject to cancellation, non-renewal or material reduction in coverage until sixty (60) days prior written notice has been given to the Township.

Therefore, the phrases "endeavor to" and "... but failure to mail such notice shall impose no obligation or liability of any kind upon the company, its agents or representatives" are to be eliminated from the cancellation provision of standard ACORD certificates of insurance.

1.5 - No acceptance and/or approval of any insurance by the Township shall be construed as relieving or excusing the Contractor or the Contractor's Surety from any liability or obligation imposed upon either or both of them by the provisions of this Contract.

1.6 - If the Contractor does not meet the insurance requirements of this Contract, the Contractor shall forward a written request to the Township for a waiver in writing of the insurance requirement(s) not met or approval in writing of alternate insurance coverage, self-insurance, or group self-insurance arrangements. If the Township denies the request, the Contractor must comply with the insurance requirements as specified in this Contract.

1.7 - All required insurance coverage must be underwritten by insurers allowed to do business in the Commonwealth of Pennsylvania and acceptable to the Township. The insurers must also have a policyholders' rating of "A-" or better, and a financial size of "Class VII" or better in the latest evaluation by A. M. Best Company, unless Township grants specific approval for an



## Montgomery Township Bid Specification

exception. The Township hereby grants specific approval for the acquisition of workers compensation and employers liability insurance from the State Workmen's Insurance Fund.

1.8 - Any deductibles or retentions of \$5,000 or greater shall be disclosed by the Contractor, and are subject to Township's written approval. Any deductible or retention amounts elected by the Contractor or imposed by the Contractor's insurer(s) shall be the sole responsibility of the Contractor.

### **2 - Contractor's Liability Insurance – Occurrence Basis**

2.1 - The Contractor shall purchase the following insurance coverages on an occurrence basis (claims made coverage not acceptable) for not less than the limits specified below or required by law, whichever is greater:

2.1.1 - Commercial general liability insurance or its equivalent for bodily injury, personal injury and property damage including loss of use, with minimum limits of:

\$ 1,000,000 each occurrence;  
\$ 1,000,000 personal and advertising injury;  
\$ 1,000,000 general aggregate; and  
\$ 1,000,000 products/completed operations aggregate.

This insurance shall include coverage for all of the following:

- i. Liability arising from premises and operations;
- ii. Liability arising from the actions of independent contractors;
- iii. Liability arising from products and completed operations; and
- iv. Contractual liability including protection for the Contractor from bodily injury and property damage claims arising out of liability assumed under this Contract.

2.1.2 - Business auto liability insurance or its equivalent with a minimum limit of \$1,000,000 per accident and including coverage for all of the following:

- i. Liability arising out of the ownership, maintenance or use of any auto; and
- ii. Automobile contractual liability.

2.1.3 - Workers compensation insurance or its equivalent with statutory benefits as required by any state or Federal law, including standard "other states" coverage; employers liability insurance or its equivalent with minimum limits of:

\$ 100,000 each accident for bodily injury by accident;  
\$ 100,000 each employee for bodily injury by disease; and  
\$ 500,000 policy limit for bodily injury by disease.

2.1.4 - Umbrella excess liability or excess liability insurance or its equivalent with minimum limits of:

\$ 3,000,000 per occurrence;  
\$ 3,000,000 aggregate for other than products/completed operations and auto liability; and  
\$ 3,000,000 products/completed operations aggregate

## Montgomery Township Bid Specification

and including all of the following coverage on the applicable schedule of underlying insurance:

- i. Commercial general liability;
- ii. Business auto liability; and
- iii. Employers liability.

2.1.5 - The Township and their elected and appointed officials, employees, agents and authorized volunteers shall be named as additional insured on Contractor's commercial general liability insurance with respect to liability arising out of the Contractor's operations and the certificate(s) of insurance, or the certified policy(ies) if requested, must so state this.

2.1.6 - Insurance provided to the Township and their elected and appointed officials, employees, agents and authorized volunteers under any Contractor's liability insurance required herein, including, but not limited to, umbrella and excess liability or excess liability policies, shall apply separately to each insured against whom claim is made or suit is brought, except with respect to the limits of insurance or self-insurance. (Any cross suits or cross liability exclusion shall be deleted from Contractor's liability insurance policies required herein.)

2.1.7 - Insurance provided to the Township and their elected and appointed officials, employees, agents and authorized volunteers as specified herein shall be primary, and any other insurance, self-insurance, coverage or indemnity available to the Township, the Authority and their elected and appointed officials, employees, agents and authorized volunteers shall be excess of and non-contributory with insurance provided to the Township, the Authority and their elected and appointed officials, employees, agents and authorized volunteers as specified herein.

MONTGOMERY TOWNSHIP BOARD OF SUPERVISORS  
BOARD ACTION SUMMARY

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SUBJECT: Presentation of 2<sup>nd</sup> Quarter 2013 Budget Report

MEETING DATE: July 22, 2013

ITEM NUMBER: #15

MEETING/AGENDA:

ACTION

NONE

REASON FOR CONSIDERATION: Operational: Policy: Discussion: xx Information:

INITIATED BY: Shannon Q. Drosnock  
Finance Director



BOARD LIAISON: Robert J. Birch, Supervisor  
Liaison – Finance Committee



---

BACKGROUND:

The Finance Department has completed its 2<sup>nd</sup> Quarter 2013 Budget Report. Please see the attached documentation.

ZONING, SUBDIVISION OR LAND DEVELOPMENT IMPACT:

None.

PREVIOUS BOARD ACTION:

None.

ALTERNATIVES/OPTIONS:

None.

BUDGET IMPACT:

None.

RECOMMENDATION:

Accept the 2<sup>nd</sup> Quarter budget report.

DISTRIBUTION: Board of Supervisors, Frank R. Bartle, Esq.




**MONTGOMERY TOWNSHIP  
BOARD OF SUPERVISORS**

1001 STUMP ROAD  
MONTGOMERYVILLE, PA 18936-9605

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ROBERT J. BIRCH  
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MICHAEL J. FOX  
JEFFREY W. McDONNELL  
JOSEPH P. WALSH  
LAWRENCE J. GREGAN  
TOWNSHIP MANAGER

**To:** Distribution

**From:** Shannon Q. Drosnock, Finance Director 

**Date:** July 16, 2013

**Subject:** Budget Status as of June 30, 2013

This memo will summarize the Year-to-Date operating results through June 30, 2013 and identify the significant activities in fund balance, revenues and expenditures. This summary was prepared based on the financial records enclosed in this packet.

- Exhibit A - Statement of Changes in the General Fund Balance. This statement helps us monitor our annual General Fund budget as well as our current General Fund balance.
- Exhibit B - Report of Fund Balances for All Funds. This report helps us monitor our available balances in each of the Township's eighteen operating/reserve funds and three fiduciary (pension) funds.
- Exhibit C - Capital Reserve Fund Analysis. This report shows balances held in Capital Reserve for both designated and undesignated purposes.
- Exhibit D - Chart Comparing General Fund Cash Balances 2012 – 2013. This report shows our general Fund Cash position during the year as compared to the prior year and assists us in projecting cash flow needs for investment purposes.
- Exhibit E – Local Enabling Tax Revenue comparison graph for 2012-2013 detailing each of the tax revenue streams for the General Fund.
- Exhibit F – Earned Income Tax Revenue comparison for 2008-2013 and projection for 2013.
- Additional Report included – Tax Collector's Monthly Report

### **General Fund 01 - Fund Balance**

During the 2nd Quarter of 2013, the Township received \$8.24M or 69.41% of 2013 General Fund Budgeted Revenues, which was 5.7% higher than the \$7.79M in revenues received during the 2nd Quarter 2012. General Fund Expenditures during the 2nd Quarter 2013 were \$4.78M which amount was ½ % higher than the \$4.76M in Expenditures during the 2nd Quarter 2012. Overall, expenditures in each department are consistent with the expenditures from prior year and are 1% below budget as of the end of the 2nd Quarter.

At the end of the 2nd Quarter 2013 the General Fund Balance was \$6.6M, an increase of 14.6% above the 2nd Quarter 2012 fund balance of \$5.814M. The various Revenue and Expenditure details are discussed in more detail below.

### **General Fund Revenues**

- Tax Revenues - These revenues represent 89% of all budgeted General Fund revenues.
  - Real Estate Tax revenues at the end of June are up 2.9% (\$41.9K) as compared to same period prior year. As of the end of the 2<sup>nd</sup> Quarter, 94% of all tax revenues have been received and processed.
  - Earned Income Tax (EIT) revenues for June are up 29.8% (\$637K) from same period prior year. Staff is discussing this trend with Berkheimer, the tax collector for Montgomery County Earned Income Tax receipts. At this point, it appears to be a combination of factors contributing to the increase, including a more timely distribution of funds to the municipalities and some one-time payments representing unidentified funds processing.
  - Mercantile Tax revenues are down 6% (\$111K) and Business Privilege revenues are down 11.2% (\$89K) from June 2012. The due date for these taxes was June 15<sup>th</sup>. Over 90% of the anticipated taxes have been received and revenues are currently 5.6% below of budget. This appears to be a result of 2012 actual gross receipts reporting slightly less than estimated which results in a credit or refund due to taxpayers. Additionally, two large taxpayers have moved out of the Township for 2013 which has a \$65K impact to the receipts for 2013 and forward.
  - LST revenues are up 1.1% from June 2012. Tax receipts are on budget for this year to date.

## Budget Status Report 2nd Quarter 2013

- Permits and License Fees – This collective group of revenues is reporting 7.9% (\$60K) below the prior year. However prior year numbers were high partially related to one-time projects in the Township such as the construction of Wegmans. Overall, these revenues are 1.5% above budget for this point in the year.
- Other Revenue Sources include fines, interest, grants, etc. These revenues are 20.7% (\$29K) above prior year revenues for June and 3.3% above budget the anticipated budget for this period of time. These revenues make up only 2% of the annual budget.
- Expenditures

Overall expenditures for June are 1.2% (\$53.7K) below prior year. Expenditures are below the projected budget for this year by 1% as of this 2nd Quarter 2013.

### **FUNDS 04 – 99**

#### **Fire Fund - 04** **Revenues and Expenditures**

Expenditures through the 2nd Quarter 2013 for the Fire Fund were \$359K or 41% of budget. Revenues through the 2nd Quarter 2013 were \$587K or 64% of Budget. The 2nd Quarter revenues include the transfer of 50% of the \$260,000 EIT allocation to the Fire Fund and a transfer of 50% of the Local Services Tax receipts budgeted to equal \$175K to the Fire Fund for 2013. In summary, the Fire Fund is performing on target with the budget.

#### **Park and Recreation Fund - 05** **Revenues and Expenditures**

Expenditures through the 2nd Quarter for the Park and Recreation Fund were \$300K or 40% of budget. Revenues through the 2nd Quarter 2013 are \$645K or 86% of budget. The 2nd Quarter revenues include the transfer of 50% of the \$100K EIT allocation to the Park and Recreation Fund, receipts from the Township summer camp, Kids University, and over 80% of the Real Estate Tax receipts for the year. These three revenue streams represent over 65% of the Fund's budget. In Summary, no significant budget variances have been identified at this time.

**Basin Maintenance Fund - 06**  
**Revenues and Expenditures**

Expenditures through the 2nd Quarter for the Basin Maintenance Fund were \$37K or 54% of budget. The current Township policy is that detention basins will remain the responsibility of the contractor or a Home Owner's Association. Therefore, the only revenue to this fund will be interest and the fund balance will continue to be drawn down for maintenance of existing Township basins.

**Street Light Fund - 07**  
**Revenues and Expenditures**

Expenditures through the 2nd Quarter for the Street Light Fund were \$66K or 48.8% of budget. Revenues to this fund are derived from the annual street light assessments billed with the real-estate tax bill. Revenues through the 2nd Quarter 2013 are \$130K or 97% of budget.

**Capital Projects Fund - 19**  
**Revenues and Expenditures**

The Township uses this fund to account for major capital projects such as improvement projects to Township parks. The original 2013 budget did not include projects in this fund, however a 1<sup>st</sup> Quarter budget amendment was made to include the bond proceeds and associated expenses for the Community/Recreation Center. As of the 2<sup>nd</sup> Quarter, the fund posted revenues of \$8.9M and expenditures of \$1M which was a transfer to the Debt Service Fund for the principal payment on the Univest loan from the bond proceeds.

**Debt Service Fund - 23**  
**Revenues and Expenditures**

Expenditures through the 2nd Quarter for the Debt Service Fund were \$1.1M or 76% of amended budget. Revenues for debt service payments are derived from interest earnings, the Debt Service portion of the Real Estate Tax (.24 mills) and from a budget amendment transferring in a portion of the bond proceeds. These revenues totaled \$1.486M or 98% of budget. Both revenues and expenditures are on target with the amended budget at this time.

**Capital Reserve Fund - 30**  
**Revenues and Expenditures**

Expenditures through the 2nd Quarter for the Capital Reserve Fund were \$194K or 10% of the 2013 Budget.

A report on expenditure and revenues for the individual reserve accounts in Fund 30 has been included in Exhibit D to this report.

**Park Development Fund – 31**  
**Revenues and Expenditures**

There are no expenditures budgeted from this fund for 2013. Revenues are received from developers for new residential units per the Land Development Agreement. To date this year, revenues for this fund are \$4.5K from interest earnings.

**Liquid Fuels Fund - 35**  
**Revenues and Expenditures**

The revenues of this fund are received from the State as part of the State Liquid Fuels Program. The annual Liquid Fuels Fund allocation in the amount of \$474K was received in April. This amount is \$14K above budget.

The major expenditures from this fund are for Liquid Fuel Fund eligible expenditures associated with the annual street resurfacing and curb/sidewalk replacement program. There were no expenditures from the Liquid Fuel Fund during the 2nd Quarter 2013. The bulk of expenditures will July and September when the Department of Public Works performs the annual Curb/Sidewalk repair/replacement work and street resurfacing work.

**Fire Relief Fund - 50**  
**Revenues and Expenditures**

The State Fire Relief allocation for 2013 will be received in September. These funds, estimated at \$255K for 2013, are by law distributed by to the FDMT Relief Association and are used by the Relief Association to make safety related expenditures on behalf of the Fire Department of Montgomery Township Volunteers.



**Police Donation Fund - 92**  
**Revenues and Expenditures**

This fund accounts for private contributions made by residents and businesses to the Police Department and is used to fund programs and expenditures not otherwise budgeted in the Police operating or capital budgets. There has been one expense in this fund for \$500 for the year as of 2<sup>nd</sup> Quarter 2013.

**Environmental Fund - 93**  
**Revenues and Expenditures**

Revenues from this fund are primarily received from the Northern Montgomery County Recycling Commission (NMCRC), representing the Township's share of the DEP Recycling Performance Grant. No funds were received in the 2nd Quarter of 2013.

**Replacement Tree Fund - 94**  
**Revenues and Expenditures**

Expenditures through the 2nd Quarter 2013 for the Replacement Tree Fund were \$10K or 15% of budget. One primary activity in this fund is Arbor Day which was celebrated this year on April 28<sup>th</sup>. Revenues to this fund come from Developer contributions and interest earnings and are 4K for this year as of 2<sup>nd</sup> Quarter 2013.

**Autumn Festival Fund - 95**  
**Revenues and Expenditures**

Expenditures for the 2nd Quarter were \$5K or 20% of budget. The Festival is scheduled to be held in October therefore expenditures will be incurred mostly during the 3<sup>rd</sup> Quarter of this year. Revenues to the fund are from contributions solicited from residents and businesses in the Township and the Township has provided for a \$7k contribution from the General Fund in the 2013 Budget.

**Restoration Fund - 96**  
**Revenues and Expenditures**

This fund accounts for the use of developer contributions for the Knapp Farm House restoration. The Montgomery Township Historical Society manages the restoration projects with expenses being reimbursed from this fund. The original

Budget Status Report  
2nd Quarter 2013

contribution made in 2004 was for \$400K of which \$23.6K remains for future projects.

Cc:	R. J. Birch	L. J. Gregan
	C. Fluehr Chimera	D. Rivas
	M. J. Fox	S. J. Bendig
	J. W. McDonnell	K. A. Costello
	J. P. Walsh	R. Lesniak
	A. Shade	V. Zidek
	B. Shoupe	

**MONTGOMERY TOWNSHIP**  
**STATEMENT OF CHANGES IN FUND BALANCE**  
**GENERAL FUND**  
**AS OF JUNE 30, 2013**

June							DOLLAR	PERCENT
	2013 BUDGET (1)	2013 ACTUAL (2)	% of TOTAL (3)	2012 BUDGET (4)	2012 ACTUAL (5)	% of TOTAL (6)	VARIANCE 2012-2013 ACTUAL (2 - 5)	VARIANCE 2012-2013 ACTUAL (2 - 5)
<b>REVENUES</b>								
Taxes								
Real Estate Tax	1,584,400	1,493,304	18.4%	1,555,700	1,451,347	18.9%	41,957	2.9%
Earned Income Tax	3,935,000	2,774,230	34.1%	3,800,000	2,137,358	27.8%	636,872	29.8%
Real Estate Transfer Tax	650,000	226,543	2.8%	650,000	226,655	2.9%	(113)	0.0%
Mercantile Tax	1,930,000	1,755,441	21.6%	1,870,000	1,867,106	24.3%	(111,665)	-6.0%
Local Services Tax	542,000	276,700	3.4%	540,000	273,711	3.6%	2,989	1.1%
Amusement Tax	77,000	36,136	0.4%	79,000	35,360	0.5%	775	2.2%
Business Privilege Tax	830,000	705,460	8.7%	785,000	794,775	10.3%	(89,315)	-11.2%
Total Taxes	9,548,400	7,267,813	89.3%	9,279,700	6,786,312	88.3%	481,501	7.1%
Permits and Licenses								
Building Permits	595,000	375,181	4.6%	556,000	456,297	5.9%	(81,116)	-17.8%
Cable TV	480,000	264,669	3.3%	475,000	246,017	3.2%	18,652	7.6%
All Others	65,800	59,276	0.7%	66,300	57,156	0.7%	2,119	3.7%
Total Permits and Licenses	1,140,800	699,126	8.6%	1,097,300	759,470	9.9%	(60,345)	-7.9%
Other Sources								
Fines	135,000	88,756	1.1%	127,000	83,427	1.1%	5,329	6.4%
Interest	29,500	8,056	0.1%	34,000	2,954	0.0%	5,101	172.7%
Grants	426,500	5,460	0.1%	411,000	18,650	0.2%	(13,190)	-70.7%
Department Services	74,900	40,999	0.5%	78,875	34,298	0.4%	6,702	19.5%
Other Financing Sources	85,000	25,395	0.3%	78,000	425	0.0%	24,970	5875.2%
	750,900	168,665	2.1%	728,875	139,753	1.8%	28,912	20.7%
<b>TOTAL REVENUES</b>	<b>11,440,100</b>	<b>8,135,604</b>	<b>100.0%</b>	<b>11,105,875</b>	<b>7,685,536</b>	<b>100.0%</b>	<b>450,068</b>	<b>5.9%</b>
<b>EXPENSES</b>								
Administration	1,157,320	476,451	10.9%	1,298,735	482,185	10.9%	(5,734)	-1.2%
Finance	1,058,600	351,441	8.1%	762,600	368,559	8.4%	(17,117)	-4.6%
Police	5,994,410	2,477,469	56.9%	5,678,665	2,429,309	55.1%	48,160	2.0%
Code	829,430	303,699	7.0%	879,590	341,763	7.8%	(38,065)	-11.1%
Public Works	1,928,780	745,036	17.1%	2,115,810	786,062	17.8%	(41,026)	5.2%
Other Financing Uses	-	-	0.0%	-	-	0.0%	0	
<b>TOTAL EXPENSES</b>	<b>10,968,540</b>	<b>4,354,096</b>	<b>100.0%</b>	<b>10,735,400</b>	<b>4,407,879</b>	<b>100.0%</b>	<b>(53,782)</b>	<b>-1.2%</b>
<b>NET REVENUES/(EXPENSES)</b>	<b>471,560</b>	<b>3,781,507</b>		<b>370,475</b>	<b>3,277,657</b>		<b>503,850</b>	<b>15.4%</b>
<b>INCOMING TRANSFERS</b>	<b>432,220</b>	<b>105,247</b>		<b>377,210</b>	<b>105,578</b>		<b>(331)</b>	
<b>OUTGOING TRANSFERS</b>	<b>(866,090)</b>	<b>(428,737)</b>		<b>(720,550)</b>	<b>(352,413)</b>		<b>(76,324)</b>	<b>21.7%</b>
<b>{DEFICIT}/SURPLUS</b>	<b>37,690</b>	<b>3,458,017</b>		<b>27,135</b>	<b>3,030,823</b>		<b>427,195</b>	<b>14.1%</b>
<b>BEGINNING FUND BALANCE</b>	<b>2,820,561</b>	<b>3,208,857</b>		<b>2,783,971</b>	<b>2,783,971</b>		<b>424,886</b>	<b>15.3%</b>
<b>ENDING FUND BALANCE</b>	<b>2,858,251</b>	<b>6,666,875</b>		<b>2,811,106</b>	<b>5,814,794</b>		<b>852,081</b>	<b>14.7%</b>

**MONTGOMERY TOWNSHIP**  
**STATEMENT OF CHANGES IN FUND BALANCE**  
**GENERAL FUND**  
**AS OF JUNE 30, 2013**

June			DOLLAR	PERCENT
	June 2013 Monthly Budget	2013 ACTUAL (2)	VARIANCE Monthly Budget to Actual	VARIANCE Monthly Budget to Actual
<b>REVENUES</b>				
Taxes				
Real Estate Tax	1,476,900	1,493,304	16,404	1.0%
Earned Income Tax	2,359,678	2,774,230	414,552	10.5%
Real Estate Transfer Tax	253,285	226,543	(26,742)	-4.1%
Mercantile Tax	1,870,710	1,755,441	(115,269)	-6.0%
Occupation Privilege Tax/Local Services Tax	282,690	276,700	(5,989)	-1.1%
Amusement Tax	31,708	36,136	4,428	5.8%
Business Privilege Tax	738,427	705,460	(32,967)	-4.0%
Total Taxes	7,013,398	7,267,813	254,415	2.7%
Permits and Licenses				
Building Permits	372,409	375,181	2,772	0.5%
Cable TV	260,089	264,669	4,580	1.0%
All Others	49,348	59,276	9,928	15.1%
Total Permits and Licenses	681,847	699,126	17,279	1.5%
Other Sources				
Fines	90,300	88,756	(1,544)	-1.1%
Interest	6,262	8,056	1,794	6.1%
Grants	21,349	5,460	(15,890)	-3.7%
Department Services	30,142	40,999	10,857	14.5%
Other Financing Sources	(4,010)	25,395	29,405	34.6%
Total Other Sources	144,043	168,665	24,622	3.3%
<b>TOTAL REVENUES</b>	<b>7,839,288</b>	<b>8,135,604</b>	<b>296,316</b>	<b>2.6%</b>
<b>EXPENSES</b>				
Administration				
Finance	453,391	476,451	23,061	2.0%
Police	460,635	351,441	(109,193)	-10.3%
Code	2,541,439	2,477,469	(63,970)	-1.1%
Public Works	311,890	303,699	(8,191)	-1.0%
Other Financing Uses	724,887	745,036	20,149	1.0%
		-		
<b>TOTAL EXPENSES</b>	<b>4,492,241</b>	<b>4,354,096</b>	<b>(138,144)</b>	<b>-1.3%</b>
<b>NET REVENUES/(EXPENSES)</b>	<b>3,347,047</b>	<b>3,781,507</b>	<b>434,461</b>	<b>11.5%</b>

- FUND ACCOUNTING  
DATE: 07/11/13  
TIME: 13:58:21

SELECTION CRITERIA: Yr='13'

MONTGOMERY TOWNSHIP  
SIDE BY SIDE BALANCE SHEET

PAGE NUMBER: 1  
GENRPT41.4GL  
REPORT ID: 00498

LINE	DESCRIPTION	FUND 01 JUNE 2013	FUND 04	FUND 05	FUND 06	FUND 07	FUND 19
5	ASSETS						
10	SHORT TERM ASSETS						
15	CASH & CASH EQUIVALENTS	6,006,345.99	466,180.62	932,461.02	150,990.37	658,098.53	7,873,909.33
17	INVESTMENTS	0.00	0.00	0.00	0.00	0.00	0.00
20	DUE TO/FROM	92.09	0.00	0.00	0.00	0.00	0.00
25	ACCOUNTS RECEIVABLE	1,169,540.53	13,192.23	13,388.25	129.24	1,100.39	0.00
30	PREPAID ASSETS	0.00	0.00	0.00	0.00	0.00	0.00
35	SUBTOTAL SHORT TERM ASSETS	7,175,978.61	479,372.85	945,849.27	151,119.61	659,198.92	7,873,909.33
40	LONG TERM ASSETS						
45	FIXED ASSETS	0.00	0.00	0.00	0.00	0.00	0.00
50	ACCUMULATED DEPRECIATION FI	0.00	0.00	0.00	0.00	0.00	0.00
55	INFRASTRUCTURE	0.00	0.00	0.00	0.00	0.00	0.00
57	ACCUMULATED DEPRECIATION IN	0.00	0.00	0.00	0.00	0.00	0.00
60	SUBTOTAL LONG TERM ASSETS	0.00	0.00	0.00	0.00	0.00	0.00
65							
67	TOTAL ASSETS	7,175,978.61	479,372.85	945,849.27	151,119.61	659,198.92	7,873,909.33
75	LIABILITIES						
80	SHORT TERM LIABILITIES						
85	ACCOUNTS PAYABLE	0.00	0.00	0.00	0.00	0.00	0.00
90	ACCRUALS AND OTHER PAYABLES	208,483.94	0.00	0.00	0.00	0.00	0.00
95	DEPOSITS	0.00	0.00	0.00	0.00	0.00	0.00
100	DEFERRED REVENUE	300,620.09	4,059.87	4,537.74	0.00	0.00	0.00
105	SUBTOTAL SHORT TERM LIABILI	509,104.03	4,059.87	4,537.74	0.00	0.00	0.00
110	FUND BALANCE						
115	BEGINNING FUND BALANCE	3,208,857.09	247,054.85	595,845.28	188,612.44	594,458.63	-2,757.50
120	CURRENT YEAR REVENUE/LOSS	3,458,017.49	228,258.13	345,466.25	-37,492.83	64,740.29	7,876,666.83
125	SUBTOTAL FUND BALANCE	6,666,874.58	475,312.98	941,311.53	151,119.61	659,198.92	7,873,909.33
130	TOTAL LIABILITIES AND FUND	7,175,978.61	479,372.85	945,849.27	151,119.61	659,198.92	7,873,909.33

- FUND ACCOUNTING  
DATE: 07/11/13  
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SELECTION CRITERIA: Yr='13'

MONTGOMERY TOWNSHIP  
SIDE BY SIDE BALANCE SHEET

PAGE NUMBER: 2  
GENRPT41.4GL  
REPORT ID: 00498

LINE	DESCRIPTION	FUND 23	FUND 30	FUND 31	FUND 35	FUND 50	FUND 91
5	ASSETS						
10	SHORT TERM ASSETS						
15	CASH & CASH EQUIVALENTS	1,057,064.76	11,868,713.81	293,914.72	702,067.40	0.00	633,317.94
17	INVESTMENTS	0.00	0.00	0.00	0.00	0.00	0.00
20	DUE TO/FROM	0.00	0.00	0.00	0.00	0.00	-132,243.08
25	ACCOUNTS RECEIVABLE	8,756.11	7,137.57	189.65	0.00	0.00	-402,805.22
30	PREPAID ASSETS	0.00	0.00	0.00	0.00	0.00	0.00
35	SUBTOTAL SHORT TERM ASSETS	1,065,820.87	11,875,851.38	294,104.37	702,067.40	0.00	98,269.64
40	LONG TERM ASSETS						
45	FIXED ASSETS	0.00	0.00	0.00	0.00	0.00	0.00
50	ACCUMULATED DEPRECIATION FI	0.00	0.00	0.00	0.00	0.00	0.00
55	INFRASTRUCTURE	0.00	0.00	0.00	0.00	0.00	0.00
57	ACCUMULATED DEPRECIATION IN	0.00	0.00	0.00	0.00	0.00	0.00
60	SUBTOTAL LONG TERM ASSETS	0.00	0.00	0.00	0.00	0.00	0.00
65							
67	TOTAL ASSETS	1,065,820.87	11,875,851.38	294,104.37	702,067.40	0.00	98,269.64
75	LIABILITIES						
80	SHORT TERM LIABILITIES						
85	ACCOUNTS PAYABLE	0.00	0.00	0.00	0.00	0.00	0.00
90	ACCRUALS AND OTHER PAYABLES	0.00	-0.01	0.00	0.00	0.00	0.00
95	DEPOSITS	0.00	0.00	0.00	0.00	0.00	0.00
100	DEFERRED REVENUE	5,732.41	0.00	0.00	0.00	0.00	0.00
105	SUBTOTAL SHORT TERM LIABILI	5,732.41	-0.01	0.00	0.00	0.00	0.00
110	FUND BALANCE						
115	BEGINNING FUND BALANCE	700,875.72	11,970,441.51	289,542.86	227,574.63	0.00	33,774.59
120	CURRENT YEAR REVENUE/LOSS	359,212.74	-94,590.12	4,561.51	474,492.77	0.00	64,495.05
125	SUBTOTAL FUND BALANCE	1,060,088.46	11,875,851.39	294,104.37	702,067.40	0.00	98,269.64
130	TOTAL LIABILITIES AND FUND	1,065,820.87	11,875,851.38	294,104.37	702,067.40	0.00	98,269.64

- FUND ACCOUNTING  
DATE: 07/11/13  
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MONTGOMERY TOWNSHIP  
SIDE BY SIDE BALANCE SHEET

PAGE NUMBER: 3  
GENRPT41.4GL  
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LINE	DESCRIPTION	FUND 92	FUND 93	FUND 94	FUND 95	FUND 96	TOTAL
5	ASSETS						
10	SHORT TERM ASSETS						
15	CASH & CASH EQUIVALENTS	9,010.21	737,384.59	579,659.73	37,902.17	23,608.15	32,030,629.34
17	INVESTMENTS	0.00	0.00	0.00	0.00	0.00	0.00
20	DUE TO/FROM	0.00	0.00	0.00	0.00	0.00	-132,150.99
25	ACCOUNTS RECEIVABLE	6.56	495.94	391.30	23.91	15.46	811,561.92
30	PREPAID ASSETS	0.00	0.00	0.00	0.00	0.00	0.00
35	SUBTOTAL SHORT TERM ASSETS	9,016.77	737,880.53	580,051.03	37,926.08	23,623.61	32,710,040.27
40	LONG TERM ASSETS						
45	FIXED ASSETS	0.00	0.00	0.00	0.00	0.00	0.00
50	ACCUMULATED DEPRECIATION FI	0.00	0.00	0.00	0.00	0.00	0.00
55	INFRASTRUCTURE	0.00	0.00	0.00	0.00	0.00	0.00
57	ACCUMULATED DEPRECIATION IN	0.00	0.00	0.00	0.00	0.00	0.00
60	SUBTOTAL LONG TERM ASSETS	0.00	0.00	0.00	0.00	0.00	0.00
65							
67	TOTAL ASSETS	9,016.77	737,880.53	580,051.03	37,926.08	23,623.61	32,710,040.27
75	LIABILITIES						
80	SHORT TERM LIABILITIES						
85	ACCOUNTS PAYABLE	0.00	0.00	0.00	0.00	0.00	0.00
90	ACCUALS AND OTHER PAYABLES	0.00	0.00	0.00	0.00	0.00	208,483.93
95	DEPOSITS	0.00	0.00	0.00	0.00	0.00	0.00
100	DEFERRED REVENUE	0.00	0.00	0.00	0.00	0.00	314,950.11
105	SUBTOTAL SHORT TERM LIABILI	0.00	0.00	0.00	0.00	0.00	523,434.04
110	FUND BALANCE						
115	BEGINNING FUND BALANCE	9,511.41	741,884.40	586,667.09	36,504.24	23,610.09	19,452,457.33
120	CURRENT YEAR REVENUE/LOSS	-494.64	-4,003.87	-6,616.06	1,421.84	13.52	12,734,148.90
125	SUBTOTAL FUND BALANCE	9,016.77	737,880.53	580,051.03	37,926.08	23,623.61	32,186,606.23
130	TOTAL LIABILITIES AND FUND	9,016.77	737,880.53	580,051.03	37,926.08	23,623.61	32,710,040.27

Montgomery Township Capital Reserve Fund (30)	6/30/13	DETAIL	REVENUES	EXPENDITURES	INCOMING TRANSFERS	OUTGOING TRANSFERS	BALANCE BEGINNING 1/1/2013	BALANCE ENDING 06/30/13
<b>DESIGNATED RESERVES</b>								
14 Year Road Plan, curbing, sidewalk			16,700.00				1,059,300.00	1,065,541.31
CDBG		253,200.00		5,055.94				
Road Paving Paving Materials		216,765.00						
Extra curb, sidewalk and aprons		20,000.00		10,458.69				
Non Liquid Fuel Curb & Sidewalk & Apron		455,000.00						
		944,965.00						
10 Year Equipment Plan								
Transfer to General Fund		433,370.00				105,246.88	1,624,000.00	1,624,000.00
Curb and sidewalk - Public Safety							100,000.00	100,000.00
North Wales Road Sidewalk		15,000.00		501.50				
Park Equipment Plan					7,500.00	10,811.06	447,100.00	443,788.94
Transfer to Park and Recreation Fund		45,100.00						
Fire Equipment Plan					50,000.00	1,999.40	975,900.00	1,023,900.60
Replace Engine 18-1		450,000.00						
Basin Equipment Plan								
Township Building							237,366.00	237,366.00
Roof Replacement (8th of 10 yr Plan)							50,000.00	50,000.00
HVAC System Upgrades for Township Building							223,000.00	223,000.00
Operating Contingency							145,000.00	145,000.00
NPDES Permit				1,459.00			680,583.00	680,583.00
Year 10 Requirements		2,500.00					130,000.00	128,541.00
MCM 1-6		9,000.00						
Year 1 Reporting		3,500.00						
TMDL Design		10,000.00						
		25,000.00						
Drainage Projects								
Storm Pipe Winter Drive		60,000.00		3,906.00			114,400.00	110,494.00
Storm Pipe Sassafra Drive		20,000.00						
		80,000.00						
Five Points Project								
Engineering and Construction/Oversite				1,969.05			95,000.00	93,030.95
Route 202 /Route 309		10,000.00		(560.00)			85,000.00	84,487.13
Design and Review 309 - 4 476		2,500.00						
Rt 202 - 71 ITS		5,000.00		1,072.87				
County Line Road Improvements				2,331.87			100,000.00	97,668.13
County Line and Doylestown Rd Overst		10,000.00						
Capital Improvements from Developers								
Open Space							109,000.00	109,000.00
Park Capital Plan				32,731.49			3,220,400.00	3,187,668.51
Windlestrae Trail Expansion		120,000.00					350,000.00	350,000.00
Community/Recreation Center				8,328.15			570,000.00	561,671.85
Design and/or Construction of Center		570,000.00		(2,247.23)			131,200.00	133,447.23
Police Radios							421,600.00	421,600.00
Technology Improvements							0.00	(4,277.35)
Engineering				4,277.35				
Subtotal Designated Reserves			16,700.00	69,284.68	57,500.00	118,057.34	10,868,849.00	10,866,511.30





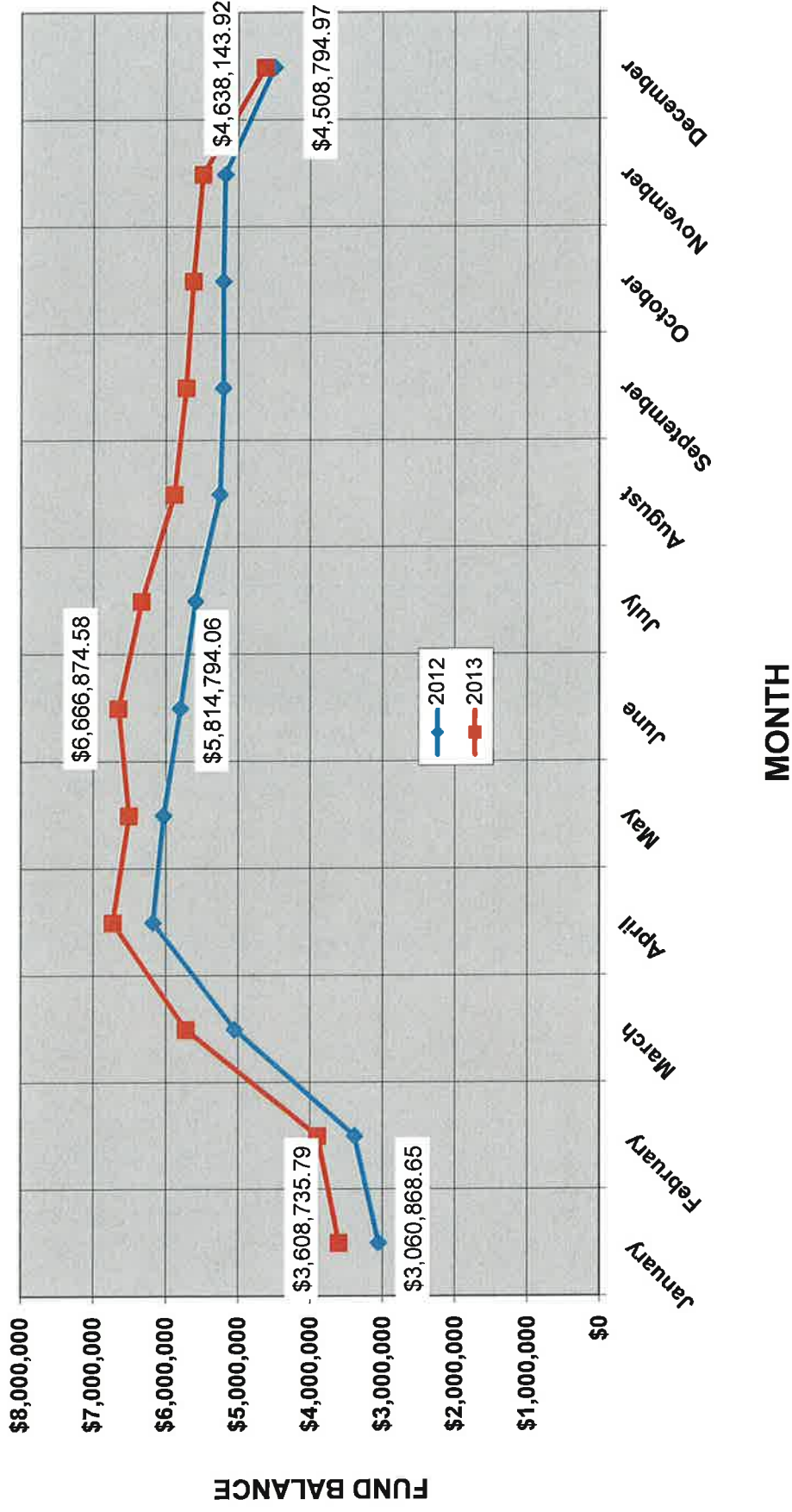
### General Fund Balance 2012

	<b>Beginning Bal</b>	<b>Revenues</b>	<b>Expenditures</b>	<b>Ending Balance</b>
January	\$2,783,971.40	\$482,068.16	\$205,170.91	\$3,060,868.65
February	\$3,060,868.65	\$1,167,265.33	\$835,119.90	\$3,393,014.08
March	\$3,393,014.08	\$2,688,365.41	\$1,025,269.16	\$5,056,110.33
April	\$5,056,110.33	\$2,024,543.83	\$895,868.84	\$6,184,785.32
May	\$6,184,785.32	\$877,460.27	\$1,022,193.23	\$6,040,052.36
June	\$6,040,052.36	\$551,411.06	\$776,669.36	\$5,814,794.06
July	\$5,814,794.06	\$750,551.34	\$960,830.99	\$5,604,514.41
August	\$5,604,514.41	\$732,263.86	\$1,072,117.43	\$5,264,660.84
September	\$5,264,660.84	\$851,808.58	\$898,998.62	\$5,217,470.80
October	\$5,217,470.80	\$750,272.80	\$748,455.10	\$5,219,288.50
November	\$5,219,288.50	\$799,356.32	\$825,723.74	\$5,192,921.08
December (prior to surplus balance transfer)	\$5,192,921.08	\$1,161,600.14	\$1,845,726.25	\$4,508,794.97
	PROJECTED	\$12,836,967.10	\$11,112,143.53	
	FINAL BUDGET	\$11,481,685.00	\$11,445,300.00	
	OVER/(UNDER)	\$1,355,282.10	(\$333,156.47)	
	OVER/(UNDER)	11.80%	-2.91%	

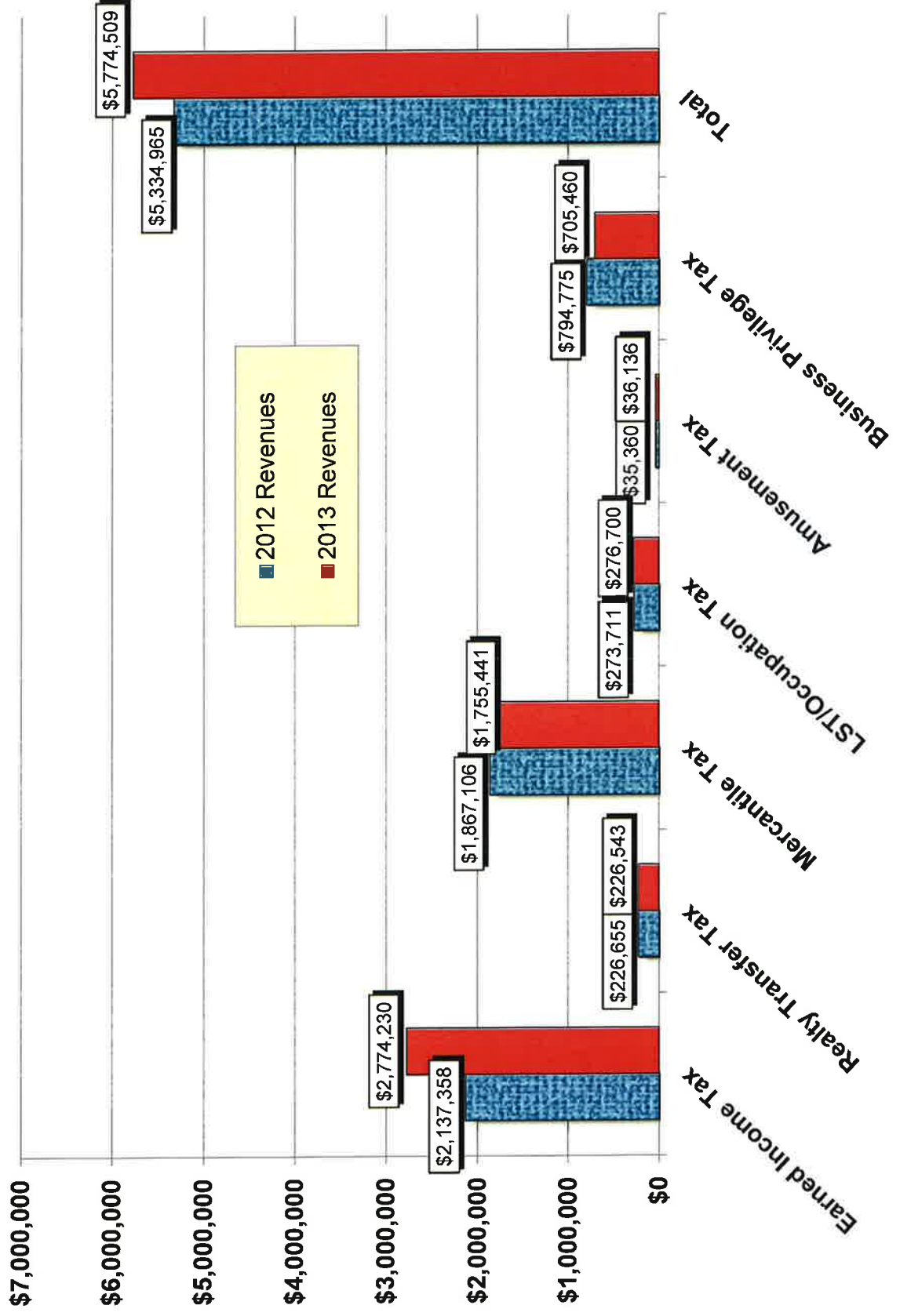
### General Fund Balance Projection 2013

January	\$3,208,857.09	\$783,578.71	\$383,700.01	\$3,608,735.79
February	\$3,608,735.79	\$1,077,039.38	\$778,801.40	\$3,906,973.77
March	\$3,906,973.77	\$2,799,363.31	\$975,200.78	\$5,731,136.30
April	\$5,731,136.30	\$1,863,594.58	\$851,475.87	\$6,743,255.01
May	\$6,743,255.01	\$743,207.15	\$964,843.49	\$6,521,618.67
June	\$6,521,618.67	\$974,067.56	\$828,811.65	\$6,666,874.58
July	\$6,666,874.58	\$694,150.39	\$1,023,302.05	\$6,337,722.92
August	\$6,337,722.92	\$677,237.14	\$1,141,824.08	\$5,873,135.97
September	\$5,873,135.97	\$787,798.55	\$957,449.48	\$5,703,485.04
October	\$5,703,485.04	\$693,892.78	\$797,117.96	\$5,600,259.86
November	\$5,600,259.86	\$739,287.87	\$879,410.43	\$5,460,137.29
December	\$5,460,137.29	\$1,074,310.50	\$1,965,731.20	\$4,568,716.60
	PROJECTED	\$12,907,527.91	\$11,547,668.41	
	BUDGET	\$11,872,320.00	\$11,834,630.00	
	OVER/(UNDER)	\$1,035,207.91	(\$286,961.59)	
	OVER/(UNDER)	8.72%	-2.42%	

GENERAL FUND BALANCE  
2012 ACTUAL VS 2013 PROJECTION  
AS OF JUNE 30, 2013



# Local Enabling Tax Revenue Comparison 2012 - 2013 As of June 30, 2013



# EIT Revenues - All Funds 2008-2013

	2008	2009	2010	2011	2012	2013
	Actual	Actual	Actual	Actual	Actual	Projection
January	\$ 186,772.55	\$ 198,653.38	\$ 155,295.63	\$ 158,257.14	\$ 197,259.13	\$ 535,759.55 A
February	\$ 531,022.02	\$ 514,210.32	\$ 572,852.38	\$ 410,595.47	\$ 538,222.66	\$ 397,017.02 A
March	\$ 298,956.87	\$ 339,228.16	\$ 277,442.94	\$ 464,181.56	\$ 307,230.24	\$ 666,263.64 A
April	\$ 334,307.73	\$ 356,292.49	\$ 389,664.19	\$ 383,464.33	\$ 496,591.48	\$ 381,095.99 A
May	\$ 754,979.88	\$ 721,936.71	\$ 799,890.40	\$ 534,941.46	\$ 476,145.96	\$ 320,503.58 A
June	\$ 377,599.92	\$ 276,479.82	\$ 142,114.32	\$ 353,990.62	\$ 301,908.59	\$ 653,590.27 A
July	\$ 155,334.99	\$ 105,750.48	\$ 129,589.83	\$ 166,301.55	\$ 356,442.04	\$ 320,000.00 E
August	\$ 521,070.90	\$ 632,303.66	\$ 587,764.98	\$ 386,899.05	\$ 359,978.62	\$ 320,000.00 E
September	\$ 252,787.48	\$ 203,019.57	\$ 205,802.98	\$ 487,611.63	\$ 241,508.20	\$ 320,000.00 E
October	\$ 122,464.14	\$ 158,849.96	\$ 142,752.49	\$ 110,403.82	\$ 390,398.27	\$ 320,000.00 E
November	\$ 465,214.11	\$ 577,861.85	\$ 449,050.83	\$ 488,346.94	\$ 352,140.12	\$ 320,000.00 E
December	\$ 243,505.81	\$ 62,726.74	\$ 305,104.26	\$ 340,772.63	\$ 426,915.26	\$ 320,000.00 E
Sub total collections	\$ 4,244,016.40	\$ 4,147,313.14	\$ 4,157,325.23	\$ 4,285,766.20	\$ 4,444,740.57	\$ 4,874,230.05
		-2.28%	0.24%	3.09%	3.71%	9.66%

**Tax Collector's Monthly Report to Taxing Districts**  
**For the Month of JUN 2013**  
**Montgomery Township**

		Real Estate	Interim 2012	Interim 2013	Street Light	Court Stip
<b>A. Collections</b>						
1.	Balance Collectable - Beginning of Month					
2A.	Additions: During the Month ( * )	220,060.83	\$ 6,196.52	\$ 5,885.52	\$ 8,910.00	\$ 3,494.70
2B.	Deductions: Credits During the Month - (from line 17)			\$ 2,040.03		
3.	Total Collectable	\$ -				
4.	Less: Face Collections for the Month	\$ 220,060.83	\$ 6,196.52	\$ 7,925.55	\$ 8,910.00	\$ 3,494.70
5.	Less: Deletions from the List ( * )	\$ 103,832.05	\$ 933.22	\$ 1,844.55	\$ 4,640.00	\$ -
6.	Less: Exonerations ( * )					
7.	Less: Liens/Non-Lienable Installments ( * )					
8.	Balance Collectable - End of Month	\$ 116,228.78	\$ 5,263.30	\$ 6,081.00	\$ 4,270.00	\$ 3,494.70
<b>B. Reconciliation of Cash Collected</b>						
9.	Face Amount of Collections - (must agree with line 4)	\$ 103,832.05	\$ 933.22	\$ 1,844.55	\$ 4,640.00	\$ -
10.	Plus: Penalties	\$ -	\$ 93.32	\$ 22.19	\$ -	\$ -
11.	Less: Discounts	\$ -		\$ 7.70	\$ -	\$ -
12.	Total Cash Collected per Column	\$ 103,832.05	\$ 1,026.54	\$ 1,859.04	\$ 4,640.00	\$ -
13.	Total Cash Collected - (12A + 12B + 12C + 12D)					\$ 111,357.63





MONTGOMERY TOWNSHIP BOARD OF SUPERVISORS  
BOARD ACTION SUMMARY

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SUBJECT: Consider Construction Escrow Release #1- Montgomery Pointe Phase III –  
LDS#651P

MEETING DATE: July 22, 2013

ITEM NUMBER: #16a

MEETING/AGENDA:      WORK SESSION      ACTION XX      NONE

REASON FOR CONSIDERATION:   Operational: XX   Information:   Discussion:   Policy:

INITIATED BY:   Bruce Shoupe  
Director of Planning and Zoning

BOARD LIAISON:   Joseph P. Walsh  
Chairman

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BACKGROUND:

Attached is a construction escrow release requested by the Pulte Group for Montgomery Pointe Phase III, as recommended by the Township Engineer. The original amount of the escrow was \$62,419.50, held as a Surety Bond. This is the first escrow release for this project. The current release is in the amount of \$7,645.00. The new balance would be \$54,774.50.

ZONING, SUBDIVISION OR LAND DEVELOPMENT IMPACT:

None

PREVIOUS BOARD ACTION:

None

ALTERNATIVES/OPTIONS:

Approve or not approve the construction escrow release.

BUDGET IMPACT:

None.

RECOMMENDATION:

That this construction escrow be released.

MOTION/RESOLUTION:

The Resolution is attached.

MOTION \_\_\_\_\_

SECOND \_\_\_\_\_

ROLL CALL:

Robert J. Birch	Aye	Opposed	Abstain	Absent
Candye Fluehr Chimera	Aye	Opposed	Abstain	Absent
Michael J. Fox	Aye	Opposed	Abstain	Absent
Jeffrey W. McDonnell	Aye	Opposed	Abstain	Absent
Joseph P. Walsh	Aye	Opposed	Abstain	Absent

DISTRIBUTION: Board of Supervisors, Frank R. Bartle, Esq.



Resolution #

Whereas, a request for release of escrow was received from The Pulte Group for Montgomery Pointe – Phase III, on the representation that the work set forth in the Builder's Agreement to that extent has been completed; and

WHEREAS, inspections of this site were conducted by The Township Landscape Architect, who found the work performed to be satisfactory.

NOW, THEREFORE, BE IT RESOLVED by the Board of Supervisors of Montgomery Township that we hereby authorize the release of \$7,645.00, and the officers of the Township are authorized to take the necessary action to obtain release of said sum.

BE, IT FURTHER RESOLVED that the Township records indicate that escrow has been deposited via Surety Bond in the amount of \$62,419.50 and that this is the first escrow release for this project. Therefore, the action of the Board in releasing said sum leaves a new balance of \$54,774.50.

MOTION BY:

SECOND BY:

VOTE:

DATE:

RELEASED BY:

\_\_\_\_\_  
Department Director

xc: Applicant, F. Bartle, J. Hanna, B. Shoupe, M. Stoerrle, Finance Department, Minute Book, Resolution File, File



Chambers Associates, Inc.  
Civil Engineers & Surveyors  
2962 Skippack Pike  
P.O. Box 678  
Worcester, PA 19490  
484-991-8187  
staff@chambersassoc.com

July 10, 2013

Mr. Lawrence Gregan, Township Manager  
Montgomery Township  
1001 Stump Road  
Montgomeryville, PA 18936

LO 5# 651 P

**Subject:** *Montgomery Pointe Phase III – On-Lot Landscaping Bond Reduction  
Job # 105-510.G.03*

Dear Mr. Gregan:

Based on information received from Boucher & James, Inc., in their letter dated June 28, 2013, we recommend a reduction of the Bond posted by Pulte Group for on-lot landscaping in the amount of \$7,645.00.

I have enclosed a copy of the above mentioned letter for your reference.

As with all other work, the maintenance period will not start until a final inspection is completed.

If you need any additional information, please contact me.

Very truly yours,

Ed Slaw  
/jvr

Enclosure

C via e-mail Bruce Shoupe, Montgomery Township  
Marita Stoerrle, Montgomery Township  
Valerie Liggett, Boucher & James, Inc.  
Joe Daciw, Pulte Group  
Frank Bartle, Esquire  
Richard McBride, Esquire



**Boucher & James, Inc.**  
CONSULTING ENGINEERS

INNOVATIVE ENGINEERING

Fountainville Professional Building  
1456 Ferry Road, Building 509  
Doylestown, PA 18901  
215-345-9400  
Fax 215-345-9401

2738 Rimrock Drive  
Stroudsburg, PA 18360  
570-629-0300  
Fax 570-629-0306

P.O. Box 799  
Morgantown, PA 19543  
610-913-1212  
Fax 215-345-9401

[www.bjengineers.com](http://www.bjengineers.com)

June 28, 2013

Mr. Joseph P. Hanna, P.E.  
Chambers Associates  
2962 Skippack Pike  
P.O. Box 678  
Worcester, PA 19490-0678

**SUBJECT: MONTGOMERY POINTE PHASE III  
ESCROW RELEASE INSPECTION 001  
ON-LOT LANDSCAPING  
TOWNSHIP LD/S NO. 644  
PROJECT NO. 0955252R**

Dear Mr. Hanna:

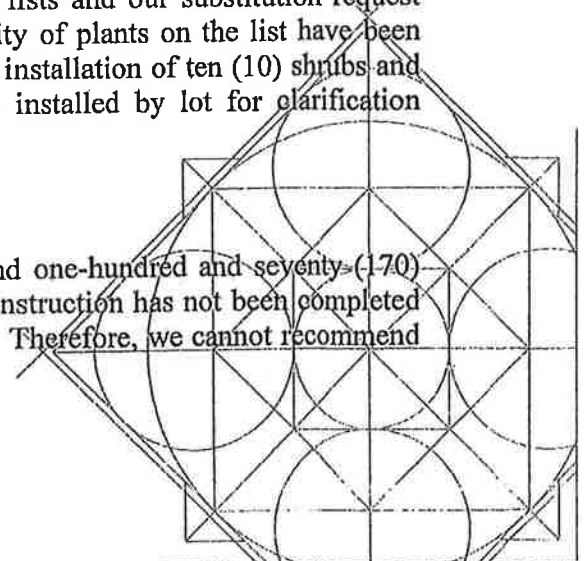
Please be advised that on June 14, 17, and 27 of 2013, I conducted an inspection of landscape material for the release of escrow funds for on-lot landscaping material for Montgomery Pointe Phase III in accordance with the approved landscape plan prepared by Stout, Tacconelli & Associates, Inc. dated July 15, 2009 and last revised December 7, 2009.

This inspection was conducted based on the escrow release request dated June 10, 2013 received from Joe Daciw of Pulte Group. The letter requests a reduction/release of all on-lot landscaping installed within Phase III. The inspection of plant material within Phase III is limited to the release of escrow funds for size, species, general health, and location.

It should be noted that large amounts of plant material on the site were substituted with alternate species without obtaining a prior substitution request. Pulte and the Landscape Contractor have subsequently submitted lists of plant species installed throughout the Montgomery Pointe land development as a post-planting substitution request. Those lists and our substitution request approval email have been attached to this letter. The majority of plants on the list have been approved – some have not. As all lots on the site require the installation of ten (10) shrubs and one (1) shade tree, this letter addresses what was actually installed by lot for clarification purposes, as what is shown on the plan is not accurate.

We offer the following comments for your consideration.

1. Lots No. 1 through 17: seventeen (17) shade trees and one-hundred and seventy (170) shrubs are required to be planted on these lots. As construction has not been completed on these lots, these plants have not yet been installed. Therefore, we cannot recommend escrow release for these plants.



2. Lot No. 18:

- a. One (1) *Tilia cordata* planted on this lot is of **acceptable** size and condition to release the associated escrow. Therefore, we recommend the release of **\$385.00** for this tree.
- b. Three (3) *Ilex verticillata*, two (2) *Rhododendron catawbiense*, two (2) *Ilex crenata*, and three (3) *Spiraea japonica* are of **acceptable** size and condition to release the associated escrow. Therefore, we recommend the release of **\$650.00** for these shrubs.

3. Lot No. 19:

- a. One (1) *Tilia cordata* planted on this lot is of **acceptable** size and condition to release the associated escrow. Therefore, we recommend the release of **\$385.00** for this tree.
- b. Three (3) *Ilex verticillata*, two (2) *Rhododendron catawbiense*, two (2) *Ilex crenata*, and three (3) *Spiraea japonica* are of **acceptable** size and condition to release the associated escrow. Therefore, we recommend the release of **\$650.00** for these shrubs.

4. Lot No. 20:

- a. One (1) *Tilia cordata* planted on this lot is of **acceptable** size and condition to release the associated escrow. Therefore, we recommend the release of **\$385.00** for this tree.
- b. Three (3) *Ilex verticillata*, one (1) *Rhododendron catawbiense*, two (2) *Ilex crenata*, and three (3) *Spiraea japonica* are of **acceptable** size and condition to release the associated escrow. Therefore, we recommend the release of **\$585.00** for these shrubs.
- c. One (1) *Rhododendron catawbiense* planted on this lot is dead. Therefore, the shrub is in an **unacceptable** condition to release the associated escrow and may not be counted toward the submitted escrow release.

5. Lot No. 21:

- a. One (1) *Tilia cordata* planted on this lot is undersized. Therefore, the tree is in an **unacceptable** condition to release the associated escrow and may not be counted toward the submitted escrow release.
- b. Three (3) *Ilex verticillata*, one (1) *Rhododendron catawbiense*, two (2) *Ilex crenata*, and three (3) *Spiraea japonica* are of **acceptable** size and condition to release the associated escrow. Therefore, we recommend the release of **\$585.00** for these shrubs.
- c. One (1) *Rhododendron catawbiense* planted on this lot is dead. Therefore, the shrub is in an **unacceptable** condition to release the associated escrow and may not be counted toward the submitted escrow release.

6. Lot No. 22:
  - a. One (1) *Tilia cordata* planted on this lot is undersized. Therefore, the tree is in an **unacceptable** condition to release the associated escrow and may not be counted toward the submitted escrow release.
  - b. Three (3) *Ilex verticillata*, two (2) *Rhododendron catawbiense*, two (2) *Ilex crenata*, and three (3) *Spiraea japonica* are of **acceptable** size and condition to release the associated escrow. Therefore, we recommend the release of **\$650.00** for these shrubs.
7. Lots No. 73 through 78: six (6) shade trees and sixty (60) shrubs are required to be planted on these lots. As construction has not been completed on these lots, these plants have not yet been installed. Therefore, we cannot recommend escrow release for these plants.
8. Lots No. 79 through 82: four (4) shade trees and forty (40) shrubs are required to be planted on these lots. As construction has not been completed on these lots, these plants have not yet been installed. Therefore, we cannot recommend escrow release for these plants.
9. Lot No. 83:
  - a. One (1) *Tilia cordata* planted on this lot is undersized and is in very poor health. Therefore, the tree is in an **unacceptable** condition to release the associated escrow and may not be counted toward the submitted escrow release.
  - b. Three (3) *Ilex verticillata*, two (2) *Juniperus chinensis* 'Hetzii', two (2) *Ilex crenata*, and three (3) *Viburnum trilobum* are of **acceptable** size and condition to release the associated escrow. Therefore, we recommend the release of **\$650.00** for these shrubs.
10. Lot No. 84:
  - a. One (1) *Tilia cordata* planted on this lot is of **acceptable** size and condition to release the associated escrow. Therefore, we recommend the release of **\$385.00** for this tree.
  - b. Three (3) *Ilex verticillata*, two (2) *Juniperus chinensis* 'Hetzii', two (2) *Ilex crenata*, and three (3) *Viburnum trilobum* are of **acceptable** size and condition to release the associated escrow. Therefore, we recommend the release of **\$650.00** for these shrubs.
11. Lot No. 85:
  - a. One (1) *Tilia cordata* planted on this lot is undersized. Therefore, the tree is in an **unacceptable** condition to release the associated escrow and may not be counted toward the submitted escrow release.
  - b. Three (3) *Ilex verticillata*, two (2) *Juniperus chinensis* 'Hetzii', two (2) *Ilex crenata*, and three (3) *Viburnum trilobum* are of **acceptable** size and condition to

release the associated escrow. Therefore, we recommend the release of **\$650.00** for these shrubs.

12. Lot No. 86:

- a. One (1) *Tilia cordata* planted on this lot is of **acceptable** size and condition to release the associated escrow. Therefore, we recommend the release of **\$385.00** for this tree.
  - b. Three (3) *Ilex verticillata*, two (2) *Juniperus chinensis* 'Hetzii', two (2) *Ilex crenata*, and three (3) *Viburnum trilobum* are of **acceptable** size and condition to release the associated escrow. Therefore, we recommend the release of **\$650.00** for these shrubs.
13. A number of undersized trees have been located throughout the Phase III area. It should be noted that undersized trees are not acceptable for escrow release or start of maintenance, as they do not meet the minimum size requirement of 3" to 3.5" caliper as required by the planting schedule.

Based on our review of this escrow release request, we recommend an escrow release amount of **Seven Thousand Six Hundred Forty Five Dollars and No Cents (\$7,645.00)**. Please find attached an updated escrow tabulation for your reference, a copy of the submitted escrow release request, the plant species substitution request and response, and diagrams detailing my inspection findings.

Please note, authorization of this release should not be construed as Final Approval or Acceptance of the improvements installed to date.

Please do not hesitate to contact me if you have any questions or require further information.

Sincerely,



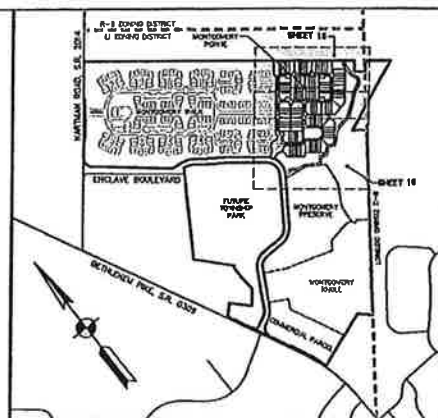
Valerie L. Liggett, ASLA, R.L.A.  
Planner/Landscape Architect

VLL/bpa

Enclosure(s)

cc: Board of Supervisors  
Lawrence Grogan, Township Manager  
Bruce Shoupe, Director of Planning and Zoning  
Marita Stoerle, Development Coordinator  
Marianne McConnell, Deputy Zoning Officer  
James P. Dougherty, P.E., Gilmore & Associates, Inc.  
Russell S. Dunlevy, P.E., Gilmore & Associates, Inc.  
Joe Daciw, Pulte Group

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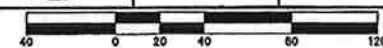
### LEGEND

## ACT 121 UTILITY NOTE

ATTENTION ALL CONTRACTORS: LOCATIONS OF ALL EXISTING UTILITIES SHOWN HEREON HAVE BEEN DEVELOPED FROM UTILITY COMPANY RECORDS AND/OR AERIAL PHOTOGRAPHS. THE LOCATION, DEPTH, OR ACCURACY OF TYPE, SIZE, DEPTH OR HORIZONTAL LOCATION OF UNDER-GROUND FACILITIES OR STRUCTURES CANNOT BE GUARANTEED. PURSUANT TO REQUIREMENTS OF PENNSYLVANIA LEGISLATIVE ACT NUMBER 121 AS PER THE AMENDMENT OF PA ACT 387 OF 1974, EFFECTIVE OCTOBER 8, 2008 CONTRACTORS MUST VERIFY LOCATION AND DEPTH OF ALL UNDERGROUND UTILITIES AND FACILITIES PRIOR TO START OF WORK. EXISTING UTILITY CASE NUMBER: 300R1140122.



HORSHAM TOWNSHIP  
R-2 ZONING DISTRICT



GRAPHIC SCALE

4	JAC	PER VARIOUS REVIEW LETTERS	DEC. 7, 2009
3	JAC	PER QCS COMMENTS	NOV. 30, 2009
2	JAC	PER QCS LTR. (11/23/09) & CEO LTR. (11/23/09) WATER & SANITARY SEWER REVISIONS	NOV. 24, 2009
1	JAC	PER VARIOUS REVIEW LETTERS	OCT. 30, 2009
Rev.	REC.	REVISIONS	DATE
		PLAN GROUNDWATER BATE	JULY 15, 2009

## LANDSCAPE AND LIGHTING PLAN

MONTGOMERY POINTE

AS PART OF  
THE ENCLAVE AT MONTGOMERY  
PREPARED FOR  
THE CUTLER GROUP, INC.

SITE SITUATE IN  
MONTGOMERY TOWNSHIP  
MONTGOMERY COUNTY, PENNSYLVANIA



**Stout, Tacconelli &  
Associates, Inc.**

CIVIL ENGINEERING AND LAND SURVEYING  
2499 KNIGHT ROAD  
PENNSBURG, PA 18073 PH: (215) 679-0200

**MONTGOMERY POINTE - PHASE III  
MONTGOMERY TOWNSHIP (6/28/13)**

PROJECT #09 55 252R LD/S # 651

ITEM DESCRIPTION	SIZE	UNIT PRICE	QTY.	TOTAL	PREVIOUS ESCROW		CURRENT ESCROW		REMAINING	
					QTY.	RELEASED AMOUNT	QTY.	RECOMMENDED FOR RELEASE AMOUNT	ESCROW	AMOUNT
<b>1.0 Shade Trees</b>										
Skyline Thomless Honeylocust	3 - 3 1/2" cal.	\$ 385.00	10	\$ 3,850.00	0	\$ -	0	\$ -	10	\$ 3,850.00
Green Vase Zelkova	3 - 3 1/2" cal.	\$ 385.00	16	\$ 6,160.00	0	\$ -	0	\$ -	16	\$ 6,160.00
Pin Oak	3 - 3 1/2" cal.	\$ 385.00	11	\$ 4,235.00	0	\$ -	0	\$ -	11	\$ 4,235.00
Willow Oak	3 - 3 1/2" cal.	\$ 385.00	15	\$ 5,775.00	0	\$ -	0	\$ -	15	\$ 5,775.00
Greenspire Littleleaf Linden	3 - 3 1/2" cal.	\$ 385.00	13	\$ 5,005.00	0	\$ -	5	\$ 1,925.00	8	\$ 3,080.00
<b>SUBTOTAL</b>			<b>65</b>	<b>\$ 25,025.00</b>	<b>0</b>	<b>\$ -</b>	<b>5</b>	<b>\$ 1,925.00</b>	<b>60</b>	<b>\$ 23,100.00</b>
<b>2.0 Shrubs</b>										
Am. Cranberry Viburnum	30" height	\$ 65.00	108	\$ 7,020.00	0	\$ -	27	\$ 1,755.00	81	\$ 5,265.00
Winterberry Holly	30" height	\$ 65.00	108	\$ 7,020.00	0	\$ -	27	\$ 1,755.00	81	\$ 5,265.00
Catawba Rhododendron	24" height	\$ 65.00	66	\$ 4,290.00	0	\$ -	8	\$ 520.00	58	\$ 3,770.00
Japanese Holly	24" height	\$ 65.00	40	\$ 2,600.00	0	\$ -	18	\$ 1,170.00	22	\$ 1,430.00
Hetz Blue Juniper	24" height	\$ 65.00	38	\$ 2,470.00	0	\$ -	8	\$ 520.00	30	\$ 1,950.00
<b>SUBTOTAL</b>			<b>360</b>	<b>\$ 23,400.00</b>	<b>0</b>	<b>\$ -</b>	<b>88</b>	<b>\$ 5,720.00</b>	<b>272</b>	<b>\$ 17,680.00</b>
<b>3.0 TOTAL OF ALL PLANTINGS</b>				<b>\$ 48,425.00</b>		<b>\$ -</b>		<b>\$ 7,645.00</b>		<b>\$ 40,780.00</b>





June 10, 2013  
Via FedEx

Chambers & Associates  
831 Dekalb Pike  
Center Square, PA 19422

Attention: Ed Slaw

RE: Montgomery Pointe – Phase 2B/3 escrow/bond reduction/release

Dear Ed:

As you are aware Pulte purchased finished lots from The Cutler Group. The Cutler Group is responsible for placing the wearing course on road ways and installation of street trees among other improvements yet to be completed. Cutler has posted financial security for those improvements. Pulte Group is responsible for the installation of the on-lot landscaping, which has been completed. At this time Pulte Group requests a reduction/release of all on-lot landscaping installed within Phase 2B/3. Pulte also request reduction/release of the remaining bonded items in each phase as well. The associated bonds are Phase 2 Bond #268002114 in the amount of \$33,667.81, and Phase 3 Bond #268003223 in the amount of \$62,419.50.

If you have any questions please do not hesitate to contact me.

Sincerely,

Joe Daciw  
Land Project Manager  
Pulte Group::Northeast Corridor Division  
1100 Northbrook Drive, Suite 200  
Trevose, PA 19053

CC/Email: Bruce Shoupe, Montgomery Township  
Valerie L. Liggett, Boucher & James, Inc.

1100 Northbrook Drive, Suite 200 Trevose, Pennsylvania 19053  
215-396-3900 pultegroupinc.com

MONTGOMERY TOWNSHIP BOARD OF SUPERVISORS  
**BOARD ACTION SUMMARY**

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SUBJECT: Consider Construction Escrow Release #1- Montgomery Pointe Phase IIB-  
LDS#651P-IIB

MEETING DATE: July 22, 2013

ITEM NUMBER: *#16b*

MEETING/AGENDA:      WORK SESSION      ACTION XX      NONE

REASON FOR CONSIDERATION:   Operational: XX   Information:   Discussion:   Policy:

INITIATED BY:   Bruce Shoupe  
Director of Planning and Zoning

BOARD LIAISON:   Joseph P. Walsh  
Chairman

---

BACKGROUND:

Attached is a construction escrow release requested by the Pulte Group for Montgomery Pointe Phase IIB, as recommended by the Township Engineer. The original amount of the escrow was \$33,667.81, held as a Surety Bond. This is the first escrow release for this project. The current release is in the amount of \$10,270.00. The new balance would be \$23,397.81.

ZONING, SUBDIVISION OR LAND DEVELOPMENT IMPACT:

None

PREVIOUS BOARD ACTION:

None

ALTERNATIVES/OPTIONS:

Approve or not approve the construction escrow release.

BUDGET IMPACT:

None.

RECOMMENDATION:

That this construction escrow be released.

MOTION/RESOLUTION:

The Resolution is attached.

MOTION \_\_\_\_\_

SECOND \_\_\_\_\_

ROLL CALL:

Robert J. Birch	Aye	Opposed	Abstain	Absent
Candye Fluehr Chimera	Aye	Opposed	Abstain	Absent
Michael J. Fox	Aye	Opposed	Abstain	Absent
Jeffrey W. McDonnell	Aye	Opposed	Abstain	Absent
Joseph P. Walsh	Aye	Opposed	Abstain	Absent

DISTRIBUTION: Board of Supervisors, Frank R. Bartle, Esq.

Resolution #

Whereas, a request for release of escrow was received from The Pulte Group for Montgomery Pointe – Phase IIB, on the representation that the work set forth in the Builder's Agreement to that extent has been completed; and

WHEREAS, inspections of this site were conducted by The Township Landscape Architect, who found the work performed to be satisfactory.

NOW, THEREFORE, BE IT RESOLVED by the Board of Supervisors of Montgomery Township that we hereby authorize the release of \$10,270.00, and the officers of the Township are authorized to take the necessary action to obtain release of said sum.

BE, IT FURTHER RESOLVED that the Township records indicate that escrow has been deposited via Surety Bond in the amount of \$33,667.81 and that this is the first escrow release for this project. Therefore, the action of the Board in releasing said sum leaves a new balance of \$23,397.81.

MOTION BY:

SECOND BY:

VOTE:

DATE:

RELEASED BY: \_\_\_\_\_  
Department Director

xc: Applicant, F. Bartle, J. Hanna, B. Shoupe, M. Stoerrle, Finance Department, Minute Book, Resolution File, File



**Chambers Associates, Inc.**  
Civil Engineers & Surveyors  
2962 Skippack Pike  
P.O. Box 678  
Worcester, PA 19490  
484-991-8187  
staff@chambersassoc.com

July 17, 2013

Mr. Lawrence Gregan, Township Manager  
Montgomery Township  
1001 Stump Road  
Montgomeryville, PA 18936

**Subject:                    *Montgomery Pointe Phase IIB – On-Lot Landscaping Bond Reduction  
Job # 105-510.G.02***

Dear Mr. Gregan:

Based on information received from Boucher & James, Inc., in their letter dated June 28, 2013, we recommend a reduction of the Bond posted by Pulte Group for on-lot landscaping in the amount of \$10,270.00 for the Montgomery Pointe Phase IIB Project.

I have enclosed a copy of the above mentioned letter for your reference.

As with all other work, the maintenance period will not start until a final inspection is completed.

If you need any additional information, please contact me.

Very truly yours,

Ed Slaw  
/jvr

Enclosure

C via e-mail    Bruce Shoupe, Montgomery Township  
                     Marita Stoerrle, Montgomery Township  
                     Valerie Liggett, Boucher & James, Inc.  
                     Joe Daciw, Pulte Group  
                     Frank Bartle, Esquire  
                     Richard McBride, Esquire



**Boucher & James, Inc.**  
CONSULTING ENGINEERS

Fountainville Professional Building  
1456 Ferry Road, Building 500  
Doylestown, PA 18901  
215-345-9400  
Fax 215-345-9401

2738 Rimrock Drive  
Stroudsburg, PA 18360  
570-629-0300  
Fax 570-629-0306

P.O. Box 799  
Morgantown, PA 19543  
610-913-1212  
Fax 215-345-9401

[www.bjengineers.com](http://www.bjengineers.com)

June 28, 2013

Mr. Joseph P. Hanna, P.E.  
Chambers Associates  
2962 Skippack Pike  
P.O. Box 678  
Worcester, PA 19490-0678

**SUBJECT: MONTGOMERY POINTE PHASE IIB  
ESCROW RELEASE INSPECTION 001  
ON-LOT LANDSCAPING  
TOWNSHIP LD/S NO. 644  
PROJECT NO. 0955252R**

Dear Mr. Hanna:

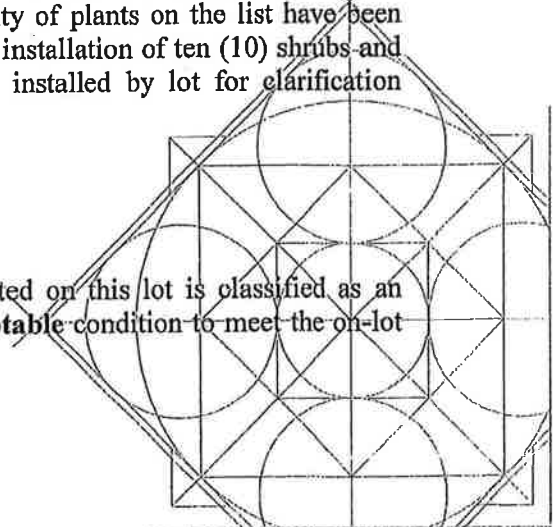
Please be advised that on June 14, 17, and 27 of 2013, I conducted an inspection of landscape material for the release of escrow funds for on-lot landscaping material for Montgomery Pointe Phase IIB in accordance with the approved landscape plan prepared by Stout, Tacconelli & Associates, Inc. dated July 15, 2009 and last revised December 7, 2009.

This inspection was conducted based on the escrow release request dated June 10, 2013 received from Joe Daciw of Pulte Group. The letter requests a reduction/release of all on-lot landscaping installed within Phase IIB. The inspection of plant material within Phase IIB is limited to the release of escrow funds for size, species, general health, and location.

It should be noted that large amounts of plant material on the site were substituted with alternate species without obtaining a prior substitution request. Pulte and the Landscape Contractor have subsequently submitted lists of plant species installed throughout the Montgomery Pointe land development as a post-planting substitution request. Those lists and our substitution request approval email have been attached to this letter. The majority of plants on the list have been approved – some have not. As all lots on the site require the installation of ten (10) shrubs and one (1) shade tree, this letter addresses what was actually installed by lot for clarification purposes, as what is shown on the plan is not accurate.

We offer the following comments for your consideration.

1. Lot No 23:
  - a. One (1) *Prunus subhirtella* 'Autumnalis' planted on this lot is classified as an ornamental tree and is therefore in an **unacceptable** condition to meet the on-lot



shade tree requirements and may not be counted toward the submitted escrow release.

- b. Two (2) *Cephalanthus occidentalis*, three (3) *Juniperus chinensis* 'Old Gold', and five (5) *Ilex x meserveae* 'Blue Maid' are of **acceptable** size and condition to release the associated escrow. Therefore, we recommend the release of **\$650.00** for these shrubs.
2. Lot No. 24
- a. One (1) *Amelanchier canadensis* planted on this lot is classified as an ornamental tree and is therefore in an **unacceptable** condition to meet the on-lot shade tree requirements and may not be counted toward the submitted escrow release.
  - b. One (1) *Cephalanthus occidentalis*, three (3) *Juniperus chinensis* 'Old Gold', four (4) *Ilex verticillata*, and one (1) *Rhododendron* 'PJM' are of **acceptable** size and condition to release the associated escrow. Therefore, we recommend the release of **\$585.00** for these shrubs.
  - c. One (1) *Prunus x cistena* is considered an **unacceptable** substitute shrub species and may not be counted toward the on-lot shrub requirement, and therefore may not be counted toward the submitted escrow release.
3. Lot No. 25
- a. One (1) *Amelanchier canadensis* planted on this lot is classified as an ornamental tree and is therefore in an **unacceptable** condition to meet the on-lot shade tree requirements and may not be counted toward the submitted escrow release.
  - b. Five (5) *Cephalanthus occidentalis* are of **acceptable** size and condition to release the associated escrow. Therefore, we recommend the release of **\$325.00** for these shrubs.
  - c. One (1) *Cephalanthus occidentalis* planted on this lot is dead. Therefore, the shrub is in an **unacceptable** condition to release the associated escrow and may not be counted toward the submitted escrow release.
4. Lot No. 26
- a. One (1) *Amelanchier canadensis* planted on this lot is classified as an ornamental tree and is therefore in an **unacceptable** condition to meet the on-lot shade tree requirements and may not be counted toward the submitted escrow release.
  - b. Six (6) *Ilex verticillata* and four (4) *Rhododendron* 'PJM' are of **acceptable** size and condition to release the associated escrow. Therefore, we recommend the release of **\$650.00** for these shrubs.
5. Lot No. 27
- a. One (1) *Prunus subhirtella* 'Autumnalis' planted on this lot is classified as an ornamental tree and is therefore in an **unacceptable** condition to meet the on-lot

shade tree requirements and may not be counted toward the submitted escrow release.

- b. Six (6) *Cephalanthus occidentalis* and four (4) *Juniperus chinensis* 'Old Gold' are of **acceptable** size and condition to release the associated escrow. Therefore, we recommend the release of **\$650.00** for these shrubs.
6. Lot No. 28:
- a. One (1) *Acer saccharum* planted on this lot is undersized. Therefore, the tree is in an **unacceptable** condition to release the associated escrow and may not be counted toward the submitted escrow release.
  - b. Three (3) *Rhododendron catawbiense*, two (2) *Rhododendron* 'PJM', one (1) *Azalea* 'Delaware Valley White', two (2) *Prunus laurocerasus* 'Otto Luyken' and two (2) *Ilex x meserveae* 'Blue Maid' are of **acceptable** size and condition to release the associated escrow. Therefore, we recommend the release of **\$650.00** for these shrubs.
7. Lot No. 29:
- a. One (1) *Acer saccharum* planted on this lot is undersized. Therefore, the tree is in an **unacceptable** condition to release the associated escrow and may not be counted toward the submitted escrow release.
  - b. Three (3) *Rhododendron catawbiense*, two (2) *Ilex x meserveae* 'Blue Maid', two (2) *Rhododendron* 'PJM', and three (3) *Prunus laurocerasus* 'Otto Luyken' are of **acceptable** size and condition to release the associated escrow. Therefore, we recommend the release of **\$650.00** for these shrubs.
8. Lot No. 30:
- a. One (1) *Acer saccharum* planted on this lot is undersized and is in poor health. Therefore, the tree is in an **unacceptable** condition to release the associated escrow and may not be counted toward the submitted escrow release.
  - b. Two (2) *Rhododendron catawbiense*, three (3) *Ilex x meserveae* 'Blue Maid', three (3) *Rhododendron* 'PJM', and two (2) *Prunus laurocerasus* 'Otto Luyken' are of **acceptable** size and condition to release the associated escrow. Therefore, we recommend the release of **\$650.00** for these shrubs.
9. Lot No. 31:
- a. One (1) *Acer saccharum* planted on this lot is undersized. Therefore, the tree is in an **unacceptable** condition to release the associated escrow and may not be counted toward the submitted escrow release.
  - b. Two (2) *Rhododendron catawbiense*, two (2) *Ilex x meserveae* 'Blue Maid', three (3) *Rhododendron* 'PJM', and three (3) *Prunus laurocerasus* 'Otto Luyken' are of **acceptable** size and condition to release the associated escrow. Therefore, we recommend the release of **\$650.00** for these shrubs.

10. Lot No. 32:
  - a. One (1) *Ulmus americana* 'Valley Forge' planted on this lot is undersized. Therefore, the tree is in an **unacceptable** condition to release the associated escrow and may not be counted toward the submitted escrow release.
  - b. Three (3) *Juniperus chinensis* 'Old Gold', three (3) *Ilex x meserveae* 'Blue Maid', two (2) *Rhododendron* 'PJM', one (1) *Ilex verticillata*, and one (1) *Clethra alnifolia* are of **acceptable** size and condition to release the associated escrow. Therefore, we recommend the release of **\$650.00** for these shrubs.
11. Lot No. 33:
  - a. One (1) *Prunus subhirtella* 'Autumnalis' planted on this lot is classified as an ornamental tree and is therefore in an **unacceptable** condition to meet the on-lot shade tree requirements and may not be counted toward the submitted escrow release.
  - b. Two (2) *Clethra alnifolia*, two (2) *Ilex x verticillata*, three (3) *Juniperus chinensis* 'Old Gold', one (1) *Rhododendron catawbiense*, one (1) *Ilex x meserveae* 'Blue Maid', and one (1) *Rhododendron* 'PJM' are of **acceptable** size and condition to release the associated escrow. Therefore, we recommend the release of **\$650.00** for these shrubs.
12. Lot No. 34:
  - a. One (1) *Acer saccharum* planted on this lot is in very poor health and appears likely to die. Therefore, the tree is in an **unacceptable** condition to release the associated escrow and may not be counted toward the submitted escrow release.
  - b. Two (2) *Clethra alnifolia*, two (2) *Ilex x verticillata*, three (3) *Juniperus chinensis* 'Old Gold', one (1) *Rhododendron catawbiense*, one (1) *Ilex x meserveae* 'Blue Maid', and one (1) *Rhododendron* 'PJM' are of **acceptable** size and condition to release the associated escrow. Therefore, we recommend the release of **\$650.00** for these shrubs.
13. Lot No. 35:
  - a. One (1) *Prunus subhirtella* 'Autumnalis' planted on this lot is classified as an ornamental tree and is therefore in an **unacceptable** condition to meet the on-lot shade tree requirements and may not be counted toward the submitted escrow release.
  - b. Two (2) *Clethra alnifolia*, two (2) *Ilex x verticillata*, three (3) *Juniperus chinensis* 'Old Gold', one (1) *Rhododendron catawbiense*, and two (2) *Rhododendron* 'PJM' are of **acceptable** size and condition to release the associated escrow. Therefore, we recommend the release of **\$650.00** for these shrubs.
14. Lot No. 87:
  - a. One (1) Ash Tree planted on this lot is considered an **unacceptable** substitute tree species, and therefore may not be counted toward the submitted escrow release.



The tree should be removed and replaced with an acceptable tree species. In addition, we recommend that upon replacement, this tree be relocated farther from the deck of the house in order to avoid future conflicts as the tree grows.

- b. Two (2) Ilex crenata and three (3) Azalea Delaware Valley White are of **acceptable** size and condition to release the associated escrow. Therefore, we recommend the release of **\$325.00** for these shrubs.
- c. Five (5) shrubs required to be planted on this lot are missing. Therefore, we cannot recommend release of the associated escrow for these plants.

15. Lot No. 88:

- a. One (1) Ash Tree planted on this lot is considered an **unacceptable** substitute tree species, and therefore may not be counted toward the submitted escrow release. The tree should be removed and replaced with an acceptable tree species. In addition, we recommend that upon replacement, this tree be relocated farther from the deck of the house in order to avoid future conflicts as the tree grows.
- b. Three (3) Ilex crenata and three (3) Azalea Delaware Valley White are of **acceptable** size and condition to release the associated escrow. Therefore, we recommend the release of **\$390.00** for these shrubs.
- c. Four (4) shrubs required to be planted on this lot are missing. Therefore, we cannot recommend release of the associated escrow for these plants.

16. Lot No. 89:

- a. One (1) Ash Tree planted on this lot is considered an **unacceptable** substitute tree species, and therefore may not be counted toward the submitted escrow release. The tree should be removed and replaced with an acceptable tree species. In addition, we recommend that upon replacement, this tree be relocated farther from the deck of the house in order to avoid future conflicts as the tree grows.
- b. Three (3) Ilex crenata and three (3) Azalea Delaware Valley White are of **acceptable** size and condition to release the associated escrow. Therefore, we recommend the release of **\$390.00** for these shrubs.
- c. Four (4) shrubs required to be planted on this lot are missing. Therefore, we cannot recommend release of the associated escrow for these plants.

17. Lot No. 90:

- a. One (1) Ash Tree planted on this lot is considered an **unacceptable** substitute tree species, and therefore may not be counted toward the submitted escrow release. The tree should be removed and replaced with an acceptable tree species. In addition, we recommend that upon replacement, this tree be relocated farther from the deck of the house in order to avoid future conflicts as the tree grows.
- b. Three (3) Ilex crenata and three (3) Azalea Delaware Valley White are of **acceptable** size and condition to release the associated escrow. Therefore, we recommend the release of **\$390.00** for these shrubs.

- c. Four (4) shrubs required to be planted on this lot are missing. Therefore, we cannot recommend release of the associated escrow for these plants.
18. Lot No. 91:
- a. One (1) *Gleditsia triacanthos* var. *inermis* planted on this lot is undersized. Therefore, the tree is in an **unacceptable** condition to release the associated escrow and may not be counted toward the submitted escrow release. In addition, we recommend this tree be relocated farther from the deck of the house in order to avoid future conflicts as the tree grows.
  - b. Three (3) *Ilex crenata* and three (3) Azalea Delaware Valley White are of **acceptable** size and condition to release the associated escrow. Therefore, we recommend the release of **\$390.00** for these shrubs.
  - c. Four (4) shrubs required to be planted on this lot are missing. Therefore, we cannot recommend release of the associated escrow for these plants.
19. Lot No. 92:
- a. One (1) *Gleditsia triacanthos* var. *inermis* planted on this lot is undersized. Therefore, the tree is in an **unacceptable** condition to release the associated escrow and may not be counted toward the submitted escrow release. In addition, we recommend this tree be relocated farther from the deck of the house in order to avoid future conflicts as the tree grows.
  - b. Three (3) *Ilex crenata* and two (2) Azalea Delaware Valley White are of **acceptable** size and condition to release the associated escrow. Therefore, we recommend the release of **\$325.00** for these shrubs.
  - c. Five (5) shrubs required to be planted on this lot are missing. Therefore, we cannot recommend release of the associated escrow for these plants.
20. A number of undersized trees have been located throughout the Phase IIB area. It should be noted that undersized trees are not acceptable for escrow release or start of maintenance, as they do not meet the minimum size requirement of 3" to 3.5" caliper as required by the planting schedule.
21. A number of ornamental trees have been planted as on-lot trees. The approved landscape plan specifically requires shade trees within the rear yards of the lots to meet the on-lot planting requirement as specified in the Montgomery Township Land Subdivision Ordinance. Ornamental trees are not an acceptable substitution for this requirement, and will not be accepted as replacements.

Based on our review of this escrow release request, we recommend an escrow release amount of **Ten Thousand, Two Hundred Seventy Dollars and No Cents (\$10,270.00)**. Please find attached an updated escrow tabulation for your reference, a copy of the submitted escrow release request, the plant species substitution request and response, and diagrams detailing my inspection findings.

Mr. Joseph P. Hanna, P.E.  
Montgomery Pointe Phase I  
June 28, 2013  
Page 7

Please note, authorization of this release should not be construed as Final Approval or Acceptance of the improvements installed to date.

Please do not hesitate to contact me if you have any questions or require further information.

Sincerely,



Valerie L. Liggett, ASLA, R.L.A.  
Planner/Landscape Architect

VLL/bpa

Enclosure(s)

cc: Board of Supervisors  
Lawrence Gregan, Township Manager  
Bruce Shoupe, Director of Planning and Zoning  
Marita Stoerrle, Development Coordinator  
Marianne McConnell, Deputy Zoning Officer  
James P. Dougherty, P.E., Gilmore & Associates, Inc.  
Russell S. Dunlevy, P.E., Gilmore & Associates, Inc.  
Joe Daciw, Pulte Group

MONTGOMERY POINTE - PHASE IIB  
MONTGOMERY TOWNSHIP (6/28/13)

PROJECT #09 55 252R LD/S # 651

ITEM DESCRIPTION	SIZE	UNIT PRICE	QTY.	TOTAL	PREVIOUS ESCROW RELEASED		CURRENT ESCROW RECOMMENDED FOR RELEASE		REMAINING ESCROW	
					QTY.	AMOUNT	QTY.	AMOUNT	QTY.	AMOUNT
1.0 <u>Shade Trees</u>										
October Glory Red Maple	3 - 3 1/2" cal.	\$ 385.00	2	\$ 770.00	0	\$ -	0	\$ -	2	\$ 770.00
Green Vase Zelkova	3 - 3 1/2" cal.	\$ 385.00	16	\$ 6,160.00	0	\$ -	0	\$ -	16	\$ 6,160.00
Pin Oak	3 - 3 1/2" cal.	\$ 385.00	8	\$ 3,080.00	0	\$ -	0	\$ -	8	\$ 3,080.00
Willow Oak	3 - 3 1/2" cal.	\$ 385.00	4	\$ 1,540.00	0	\$ -	0	\$ -	4	\$ 1,540.00
Greenspire Littleleaf Linden	3 - 3 1/2" cal.	\$ 385.00	7	\$ 2,695.00	0	\$ -	0	\$ -	7	\$ 2,695.00
<b>SUBTOTAL</b>			<b>37</b>	<b>\$ 14,245.00</b>	<b>0</b>	<b>\$ -</b>	<b>0</b>	<b>\$ -</b>	<b>37</b>	<b>\$ 14,245.00</b>
2.0 <u>Shrubs</u>										
Am. Cranberry Viburnum	30" height	\$ 65.00	66	\$ 4,290.00	0	\$ -	34	\$ 2,210.00	32	\$ 2,080.00
Winterberry Holly	30" height	\$ 65.00	48	\$ 3,120.00	0	\$ -	48	\$ 3,120.00	0	\$ -
Catawba Rhododendron	24" height	\$ 65.00	54	\$ 3,510.00	0	\$ -	54	\$ 3,510.00	0	\$ -
Japanese Holly	24" height	\$ 65.00	6	\$ 390.00	0	\$ -	6	\$ 390.00	0	\$ -
Hetz Blue Juniper	24" height	\$ 65.00	16	\$ 1,040.00	0	\$ -	16	\$ 1,040.00	0	\$ -
<b>SUBTOTAL</b>			<b>190</b>	<b>\$ 12,350.00</b>	<b>0</b>	<b>\$ -</b>	<b>158</b>	<b>\$ 10,270.00</b>	<b>32</b>	<b>\$ 2,080.00</b>
<b>3.0 TOTAL OF ALL PLANTINGS</b>				<b>\$ 26,595.00</b>		<b>\$ -</b>		<b>\$ 10,270.00</b>		<b>\$ 16,325.00</b>

MONTGOMERY TOWNSHIP BOARD OF SUPERVISORS  
BOARD ACTION SUMMARY

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SUBJECT: Consider Construction Escrow Release #2- Montgomery Preserve Phase I –  
LDS#653A

MEETING DATE: July 22, 2013

ITEM NUMBER: #16C

MEETING/AGENDA:      WORK SESSION      ACTION XX      NONE

REASON FOR CONSIDERATION:   Operational: XX    Information:    Discussion:      Policy:

INITIATED BY:    Bruce Shoupe  
                         Director of Planning and Zoning

BOARD LIAISON:    Joseph P. Walsh  
                                 Chairman

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BACKGROUND:

Attached is a construction escrow release for Montgomery Preserve Phase I, as recommended by the Township Engineer. The original amount of the escrow was \$378,179.34, held as a Letter of Credit. This is the second escrow release for this project. The current release is in the amount of \$37,586.25. The new balance would be \$311,096.09.

ZONING, SUBDIVISION OR LAND DEVELOPMENT IMPACT:

None

PREVIOUS BOARD ACTION:

None

ALTERNATIVES/OPTIONS:

Approve or not approve the construction escrow release.

BUDGET IMPACT:

None.

RECOMMENDATION:

That this construction escrow be released.

MOTION/RESOLUTION:

The Resolution is attached.

MOTION \_\_\_\_\_

SECOND \_\_\_\_\_

ROLL CALL:

Robert J. Birch	Aye	Opposed	Abstain	Absent
Candyce Fluehr Chimera	Aye	Opposed	Abstain	Absent
Michael J. Fox	Aye	Opposed	Abstain	Absent
Jeffrey W. McDonnell	Aye	Opposed	Abstain	Absent
Joseph P. Walsh	Aye	Opposed	Abstain	Absent

DISTRIBUTION: Board of Supervisors, Frank R. Bartle, Esq.

# RELEASE OF ESCROW FORM

Joseph P. Hanna, P.E.  
Chambers Associates, Inc.  
2962 Skippack Pike  
P.O. Box 678  
Worcester, PA 19490  
484-991-8187

Date:

6/7/2013

Development Name: Montgomery Preserve  
Release # \_\_\_\_\_

CA Job #: 105-510H.01

Dear Mr. Hanna:

This is an escrow release request from in the amount of \$ 37,586.<sup>25</sup>. Enclosed is a copy of our escrow spreadsheet with the quantities noted.

\_\_\_\_\_  
Developer Signature

**ESCROW RELEASE REQUESTS ARE LIMITED TO ONE PER MONTH.**

Mr. Lawrence Gegan  
Township Manager  
Montgomery Township  
1001 Stump Road  
Montgomeryville, PA 18936

Date: 7-10-13

Dear Mr. Gegan:

We have reviewed the developer's request for an escrow release. We therefore, recommend that \$ 37,586.<sup>25</sup> be released. These improvements will be subject to a final observation prior to dedication and again at the end of the maintenance period. Any deficiencies will be required to be corrected.

Joseph P. Hanna  
Joseph P. Hanna, P.E., Chambers Associates, Inc.

Resolution # \_\_\_\_\_

WHEREAS, a request for release of escrow was received from THE CUTLER GROUP for Montg. Preserve in the amount of \$ 37,586.25 on the representation that work set forth in the Land Development Agreement to that extent has been completed and; WHEREAS, said request has been reviewed by the Township Engineer who recommends release of \$ 37,586.25; NOW, THEREFORE, BE IT RESOLVED by the Board of Supervisors of Montgomery Township that we do hereby authorize release of \$ 37,586.25; in accordance with the developer's request, and the officers of the Township are authorized to take the necessary action to obtain release of said sum. BE IT FURTHER RESOLVED that Township records indicate that escrow has been deposited via LETTER OF CREDIT with Montgomery Township in a total sum of \$ 378,179.34 pursuant to a signed Land Development Agreement and that \$ 49,497.00 has previously been release from this escrow. Therefore, the action of the Board is releasing said sum leaves a new balance of \$ 311,076.09 in escrow.

MOTION BY: \_\_\_\_\_

VOTE: \_\_\_\_\_

SECOND BY: \_\_\_\_\_

DATED: \_\_\_\_\_

RELEASED BY: \_\_\_\_\_

Department Director



Chambers Associates, Inc.  
Civil Engineers & Surveyors  
2962 Skippack Pike  
P.O. Box 678  
Worcester, PA 19490  
484-991-8187  
staff@chambersassoc.com

July 16, 2013

Mr. Lawrence Gregan  
Township Manager  
Montgomery Township  
1001 Stump Road  
Montgomeryville, PA 18936-9605

*Phase I L25# 653A*

**Subject: Montgomery Preserve –Escrow Release #2  
C.A. Job #105-510H.01**

Dear Mr. Gregan:

In accordance with Section 509(j) of the Pennsylvania Municipal Planning Code, the David Cutler Group has requested the release of \$37,586.25 in an email transmission dated July 15, 2013, for work completed in accordance with the approved Plans.

This letter is to certify that the improvements attached to this letter, in the amount of \$37,586.25 have been completed.

Be advised that these improvements will be subject to a final inspection prior to dedication and again at the end of the maintenance period. Any deficiencies will be required to be corrected.

If you have any questions or comments regarding this matter, please do not hesitate to contact our office.

Very truly yours,

Edward Slaw

/jvr

C via email: Bruce Shoupe, Montgomery Township  
Marita Stoerrle, Montgomery Township  
David Cutler, The Cutler Group  
Chip Reeves, The Cutler Group

**RELEASE OF ESCROW FORM**

Joseph P. Hanna, P.E.  
Chambers Associates, Inc.  
2962 Skippack Pike  
P.O. Box 678  
Worcester, PA 19490  
484-991-8187

Date:

6/7/2013

Development Name: Montgomery Preserve  
Release # 2

CA Job #: 105-510H.01

Dear Mr. Hanna:

This is an escrow release request from in the amount of \$ 37,586.<sup>25</sup>. Enclosed is a copy of our escrow spreadsheet with the quantities noted.

Developer Signature

**ESCROW RELEASE REQUESTS ARE LIMITED TO ONE PER MONTH.**

Mr. Lawrence Gegan  
Township Manager  
Montgomery Township  
1001 Stump Road  
Montgomeryville, PA 18936

Date: 7-16-13

Dear Mr. Gegan:

We have reviewed the developer's request for an escrow release. We therefore, recommend that \$ 37,586.<sup>25</sup> be released. These improvements will be subject to a final observation prior to dedication and again at the end of the maintenance period. Any deficiencies will be required to be corrected.

Joseph P. Hanna  
Joseph P. Hanna, P.E., Chambers Associates, Inc.

Resolution # \_\_\_\_\_

WHEREAS, a request for release of escrow was received from \_\_\_\_\_ for \_\_\_\_\_ in the amount of \$ \_\_\_\_\_, on the representation that work set forth in the Land Development Agreement to that extent has been completed and; WHEREAS, said request has been reviewed by the Township Engineer who recommends release of \$ \_\_\_\_\_; NOW, THEREFORE, BE IT RESOLVED by the Board of Supervisors of Montgomery Township that we do hereby authorize release of \$ \_\_\_\_\_; in accordance with the developer's request, and the officers of the Township are authorized to take the necessary action to obtain release of said sum. BE IT FURTHER RESOLVED that Township records indicate that escrow has been deposited via \_\_\_\_\_ with Montgomery Township in a total sum of \$ \_\_\_\_\_ pursuant to a signed Land Development Agreement and that \$ \_\_\_\_\_ has previously been release from this escrow. Therefore, the action of the Board is releasing said sum leaves a new balance of \$ \_\_\_\_\_ in escrow.

MOTION BY: \_\_\_\_\_  
SECOND BY: \_\_\_\_\_  
DATED: \_\_\_\_\_  
RELEASED BY: \_\_\_\_\_

VOTE: \_\_\_\_\_

Department Director



## ESCROW FORM

PROJECT: MONTGOMERY PRESERVE PHASE I

TWP/DORCO: Montgomery

\$67,585.25 AMOUNT PAYABLE

\$278,179.34 ORIGINAL ESCROW AMOUNT

DATE: 06/07/13

\$67,083.25 TOTAL RELEASED TO DATE

\$29,497.00 PRIOR ESCROW RELEASED

2

RELEASE:

\$67,585.25 CURRENT ESCROW RELEASE REQUEST  
\$11,096.09 BALANCE AFTER CURRENT RELEASE

ESTIMATED COMPLETION DATE:

JOB #:

105-SL04.01

ITEM	UNIT PRICE	ESCROW QUANTITY	UNIT	ESCROW TOTAL	CURRENT QUANTITY	CURRENT TOTAL	RELEASED QUANTITY	RELEASED TOTAL
Escrow Control								
Construction Entrance								
Super Silt Fence	\$3,500.00	1 ea		\$3,500.00			1	\$3,500.00
18" Silt Fence	\$7.50	1500 lf		\$11,250.00			1500	\$11,250.00
Stone Inlet Filter	\$2.00	1050 lf		\$2,100.00			1050	\$2,100.00
Silt Stock	\$150.00	2 ea		\$300.00			0	\$0.00
	\$11.00	210 lf		\$2,310.00			0	\$0.00
Barbedwire								
Strip Topsoil	\$2.55	4250 cy		\$10,837.50			4250	\$10,837.50
Silt Cut to Fill	\$4.50	6400 cy		\$28,800.00	6400	\$28,800.00		
Silt Fill	\$2.25	3905 cy		\$8,786.25	3905	\$8,786.25		
Temporary Seeding	\$0.08	4800 sf		\$384.00			0	\$0.00
Storm Sewer								
12" RCP	\$750.00	1 ea		\$750.00			0	\$0.00
15" RCP	\$33.75	345 lf		\$11,733.75			0	\$0.00
24" RCP	\$4.50	615 lf		\$2,767.50			0	\$0.00
30" RCP	\$57.00	159 lf		\$10,773.00			0	\$0.00
Inlets	\$75.00	25 lf		\$1,875.00			0	\$0.00
Manhole	\$2,250.00	1 ea		\$2,250.00			0	\$0.00
Manhole	\$5,985.00	1 ea		\$5,985.00			0	\$0.00
Convert Inlet C Top to Manhole	\$2,754.00	1 ea		\$2,754.00			0	\$0.00
Curb and Sidewalk								
Belgian Block Curb	\$10.50	1720 lf		\$18,060.00			0	\$0.00
4" Concrete Sidewalk	\$3.25	3380 sf		\$10,975.00			0	\$0.00
6" Sidewalk/Apron	\$2.50	1386 sf		\$3,465.00			0	\$0.00
Handicap Ramps w/ Truncated Domes	\$554.00	3 ea		\$1,662.00			0	\$0.00
Paving								
Base Grade	\$0.85	2500 sf		\$2,125.00			0	\$0.00
3" 2A Modified Stone Base	\$4.15	2500 sf		\$10,375.00			0	\$0.00
5" BOC	\$23.50	2500 sf		\$58,750.00			0	\$0.00
Landscaping								
Shade Trees								
Acer rubrum 'October Glory'	\$385.00	21 ea		\$8,085.00			0	\$0.00
Acer saccharum	\$385.00	2 ea		\$770.00			0	\$0.00
Gleditsia triacanthos var. Inermis	\$385.00	15 ea		\$5,775.00			0	\$0.00
Liquidambar styraciflua	\$385.00	2 ea		\$770.00			0	\$0.00
Nyssa sylvatica	\$385.00	2 ea		\$770.00			0	\$0.00
Quercus phellos	\$385.00	4 ea		\$1,540.00			0	\$0.00
Tilia cordata 'Green Vase'	\$385.00	5 ea		\$1,925.00			0	\$0.00
Zelkova serrata 'Green Vase'	\$385.00	8 ea		\$3,080.00			0	\$0.00
Ornamental/Hedgehog Tree	\$385.00	8 ea		\$3,080.00			0	\$0.00
Amelanchier canadensis	\$350.00	9 ea		\$3,150.00			0	\$0.00
Cornus canadensis	\$350.00	11 ea		\$3,850.00			0	\$0.00
Magnolia virginiana	\$350.00	11 ea		\$3,850.00			0	\$0.00
Prunus serotina	\$350.00	5 ea		\$1,750.00			0	\$0.00
Shrubs								
Ilex verticillata	\$65.00	13 ea		\$845.00			0	\$0.00
Ilex virginica	\$65.00	7 ea		\$455.00			0	\$0.00
Viburnum acerifolium var. tomentosum	\$65.00	7 ea		\$455.00			0	\$0.00
Viburnum trilobum	\$65.00	9 ea		\$585.00			0	\$0.00
Abutilon grandiflorum	\$65.00	4 ea		\$260.00			0	\$0.00
Juniperus p. horizontalis	\$65.00	8 ea		\$520.00			0	\$0.00
Blue Star Juniper	\$65.00	8 ea		\$520.00			0	\$0.00
Asclepias incarnata	\$7.50	101 ea		\$762.50			0	\$0.00
Coreopsis	\$2.50	101 ea		\$252.50			0	\$0.00
Chelone glabra	\$2.50	101 ea		\$252.50			0	\$0.00
Juncea diffusa	\$2.50	101 ea		\$252.50			0	\$0.00

ESCROW FORM  
PROJECT: MONTGOMERY PRESERVE PHASE I

TWP/BORO: Montgomery  
DATE: 06/07/13  
REVISED

\$57,585.25 AMOUNT PAYABLE  
\$67,083.25 TOTAL RELEASED TO DATE

\$278,179.34 ORIGINAL ESCROW AMOUNT  
\$29,497.00 PRIOR ESCROW RELEASED  
\$57,585.25 CURRENT ESCROW RELEASE REQUEST  
\$311,086.09 BALANCE AFTER CURRENT RELEASE

JOB #: 102-5104101

ESTIMATED COMPLETION DATE:

ITEM	UNIT PRICE	ESCROW QUANTITY	UNIT	ESCROW TOTAL	CURRENT QUANTITY	CURRENT TOTAL	RELEASED QUANTITY	RELEASED TOTAL
Lobelia spiliotica	\$2.30	74 ea		\$170.20		\$0.00	0	\$0.00
Pentstemon virginicus	\$2.30	74 ea		\$170.20		\$0.00	0	\$0.00
Scirpus atrovirens	\$2.30	108 ea		\$248.40		\$0.00	0	\$0.00
Miscanthus sinensis								
Traffic Control Signs	\$150.00	4 ea		\$600.00		\$0.00	0	\$0.00
Street Light	\$2,544.00	2 ea		\$5,088.00		\$0.00	0	\$0.00
Construction Schedule	\$5,000.00	1 ls		\$5,000.00		\$0.00	0	\$0.00
As-Built Drawings	\$1,500.00	1 ls		\$1,500.00		\$0.00	0	\$0.00
Pier & Monuments	\$2,500.00	1 ls		\$2,500.00		\$0.00	0	\$0.00

Escrow Sub-Total

10% Contingency

Escrow Total

Engineering and Legal Cash Escrow

Notes:

Maintenance Bond Amount for this project is:

\$343,793.40  
\$37,585.25  
\$34,373.94  
\$378,179.34  
\$25,000.00  
\$56,726.30

MONTGOMERY TOWNSHIP BOARD OF SUPERVISORS  
BOARD ACTION SUMMARY

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SUBJECT: Consider Construction Escrow Release #2 - Montgomery Knoll Phase IB -  
LDS#653B

MEETING DATE: July 22, 2013

ITEM NUMBER: #16d

MEETING/AGENDA:      WORK SESSION      ACTION XX      NONE

REASON FOR CONSIDERATION:   Operational: XX   Information:   Discussion:   Policy:

INITIATED BY:   Bruce Shoupe  
Director of Planning and Zoning

BOARD LIAISON:   Joseph P. Walsh  
Chairman

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BACKGROUND:

Attached is a construction escrow release for Montgomery Knoll Phase IB, as recommended by the Township Engineer. The original amount of the escrow was \$183,440.95, held as a Letter of Credit. This is the second escrow release for this project. The current release is in the amount of \$98,438.00. The new balance would be \$71,884.95.

ZONING, SUBDIVISION OR LAND DEVELOPMENT IMPACT:

None

PREVIOUS BOARD ACTION:

None

ALTERNATIVES/OPTIONS:

Approve or not approve the construction escrow release.

BUDGET IMPACT:

None.

RECOMMENDATION:

That this construction escrow be released.

MOTION/RESOLUTION:

The Resolution is attached.

MOTION \_\_\_\_\_

SECOND \_\_\_\_\_

ROLL CALL:

Robert J. Birch	Aye	Opposed	Abstain	Absent
Candye Fluehr Chimera	Aye	Opposed	Abstain	Absent
Michael J. Fox	Aye	Opposed	Abstain	Absent
Jeffrey W. McDonnell	Aye	Opposed	Abstain	Absent
Joseph P. Walsh	Aye	Opposed	Abstain	Absent

DISTRIBUTION: Board of Supervisors, Frank R. Bartle, Esq.

RELEASE OF ESCROW FORM

Joseph P. Hanna, P.E.  
Chambers Associates, Inc.  
2962 Skippack Pike  
P.O. Box 678  
Worcester, PA 19490  
484-991-8187

Date: 7/10/2013

Development Name: Montgomery Knoll Phase IB  
Release # 2

CA Job #: 105-510H.02

Dear Mr. Hanna:

This is an escrow release request from in the amount of \$ 98,438.<sup>00</sup>. Enclosed is a copy of our escrow spreadsheet with the quantities noted.

Developer Signature

ESCROW RELEASE REQUESTS ARE LIMITED TO ONE PER MONTH.

Mr. Lawrence Gegan  
Township Manager  
Montgomery Township  
1001 Stump Road  
Montgomeryville, PA 18936

Date: 7-16-13

Dear Mr. Gegan:

We have reviewed the developer's request for an escrow release. We therefore, recommend that \$ 98,438.<sup>00</sup> be released. These improvements will be subject to a final observation prior to dedication and again at the end of the maintenance period. Any deficiencies will be required to be corrected.

Joseph P. Hanna  
Joseph P. Hanna, P.E., Chambers Associates, Inc.

Resolution # \_\_\_\_\_

WHEREAS, a request for release of escrow was received from the attorney for Montg. Knoll <sup>13</sup> in the amount of \$ 98,438.<sup>00</sup>, on the representation that work set forth in the Land Development Agreement to that extent has been completed and; WHEREAS, said request has been reviewed by the Township Engineer who recommends release of \$ 98,438.<sup>00</sup>; NOW, THEREFORE, BE IT RESOLVED by the Board of Supervisors of Montgomery Township that we do hereby authorize release of \$ 98,438.<sup>00</sup> in accordance with the developer's request, and the officers of the Township are authorized to take the necessary action to obtain release of said sum. BE IT FURTHER RESOLVED that Township records indicate that escrow has been deposited via LETTER OF CREDIT with Montgomery Township in a total sum of \$ 183,440.95 pursuant to a signed Land Development Agreement and that \$ 13,118.<sup>00</sup> has previously been release from this escrow. Therefore, the action of the Board is releasing said sum leaves a new balance of \$ 71,244.95 in escrow.

MOTION BY: \_\_\_\_\_

VOTE: \_\_\_\_\_

SECOND BY: \_\_\_\_\_

DATED: \_\_\_\_\_

RELEASED BY: \_\_\_\_\_

Department Director



**Chambers Associates, Inc.**  
Civil Engineers & Surveyors  
2962 Skippack Pike  
P.O. Box 678  
Worcester, PA 19490  
484-991-8187  
staff@chambersassoc.com

July 16, 2013

Mr. Lawrence Gregan  
Township Manager  
Montgomery Township  
1001 Stump Road  
Montgomeryville, PA 18936-9605

*LOJ#653B*  
**Subject: Montgomery Knoll Phase IB -Escrow Release #2**  
**C.A. Job #105-510H.02**

Dear Mr. Gregan:

In accordance with Section 509(j) of the Pennsylvania Municipal Planning Code, the David Cutler Group has requested the release of \$98,438.00 in an email transmission on July 15, 2013, for work completed in accordance with the approved Plans.

This letter is to certify that the improvements attached to this letter, in the amount of \$98,438.00 have been completed.

Be advised that these improvements will be subject to a final inspection prior to dedication and again at the end of the maintenance period. Any deficiencies will be required to be corrected.

If you have any questions or comments regarding this matter, please do not hesitate to contact our office.

Very truly yours,

Edward Slaw

/jvr

C via email: Bruce Shoupe, Montgomery Township  
Marita Stoerrle, Montgomery Township  
David Cutler, The Cutler Group  
Chip Reeves, The Cutler Group

ESCROW FORM  
PROJECT: MONTGOMERY KNOLL PHASE 1-B

RELEASE #:

ESTIMATED COMPLETION DATE:

JOB #:  
105-510H-02

TWP/BOCO: Montgomery  
DATE: 07/06/13  
REVISED

2

\$59,433.00 AMOUNT PAYABLE  
\$111,556.00 TOTAL RELEASED TO DATE

\$132,440.95 ORIGINAL ESCROW AMOUNT  
\$13,118.00 PRIOR ESCROW RELEASED  
\$59,433.00 CURRENT ESCROW RELEASE REQUEST  
\$71,894.95 BALANCE AFTER CURRENT RELEASE

ITEM	UNIT	ESCROW QUANTITY	ESCROW PRICE	ESCROW TOTAL	CURRENT QUANTITY	CURRENT TOTAL	RELEASED QUANTITY	RELEASED TOTAL
<b>Protection Control</b>								
Gate Protection	6 ea	6 ea	\$115.00	\$690.00		\$0.00	2	\$230.00
Tree Protection Fence	420 lf	420 lf	\$5.00	\$2,100.00		\$0.00	420	\$2,100.00
Fluvex Diversion Berm	210 lf	210 lf	\$8.00	\$1,680.00		\$0.00	0	\$0.00
<b>Eardwork</b>								
Step Topsoil	5168 cy	5168 cy	\$2.50	\$12,920.00		\$0.00	5168	\$12,920.00
Rough Grade Site	5700 sf	5700 sf	\$0.02	\$1,940.00		\$0.00	5700	\$1,940.00
<b>Storm Sewer</b>								
15" RCP	294 lf	294 lf	\$9.96	\$2,928.00	294	\$2,928.00	294	\$2,928.00
36" RCP	211 lf	211 lf	\$83.00	\$17,513.00	211	\$17,513.00	211	\$17,513.00
Storm Sewer Inlet	5 ea	5 ea	\$2,255.00	\$11,275.00	5	\$11,275.00	5	\$11,275.00
Storm Sewer Manhole	2 ea	2 ea	\$3,048.00	\$6,096.00	2	\$6,096.00	2	\$6,096.00
<b>Concrete Work</b>								
Belgian Block Curb	530 lf	530 lf	\$26.00	\$13,780.00	530	\$13,780.00	530	\$13,780.00
4" Concrete Sidewalk	2590 sf	2590 sf	\$3.15	\$8,082.50		\$0.00	0	\$0.00
6" Sidewalk/Apron	1260 sf	1260 sf	\$3.30	\$4,158.00		\$0.00	0	\$0.00
<b>Paving</b>								
Pine Gravel	11800 sf	11800 sf	\$0.16	\$1,888.00	11800	\$1,888.00	11800	\$1,888.00
3" 2A Modified Stone/5" RCBC	1310 cy	1310 cy	\$29.00	\$37,990.00	1310	\$37,990.00	1310	\$37,990.00
Sweep Tack/1.5" Wearing Course	1189 sf	1189 sf	\$8.00	\$9,512.00		\$0.00	0	\$0.00
3" Wide Pedestrian Trail			\$27.00	\$4,955.00		\$0.00	0	\$0.00
<b>Landscaping</b>								
Shade Trees	3 ea	3 ea	\$245.00	\$735.00		\$0.00	0	\$0.00
Acacia minimum	1 ea	1 ea	\$245.00	\$245.00		\$0.00	0	\$0.00
Gladiolus tubularis var. bicolor	10 ea	10 ea	\$245.00	\$2,450.00		\$0.00	0	\$0.00
Tilia cordata 'Greenpire'	3 ea	3 ea	\$245.00	\$735.00		\$0.00	0	\$0.00
Quercus palustris	5 ea	5 ea	\$245.00	\$1,225.00		\$0.00	0	\$0.00
Quercus phellos	14 ea	14 ea	\$245.00	\$3,430.00		\$0.00	0	\$0.00
Zelkova serotina 'Green Vase'	3 ea	3 ea	\$245.00	\$735.00		\$0.00	0	\$0.00
Euonymus alatus	1 ea	1 ea	\$245.00	\$245.00		\$0.00	0	\$0.00
Aster canaliculatus	1 ea	1 ea	\$245.00	\$245.00		\$0.00	0	\$0.00
Red-Tipped Dogwood Tree	1 ea	1 ea	\$1,200.00	\$1,200.00		\$0.00	0	\$0.00
White Pine (5 Trees)								
<b>Miscellaneous</b>								
PVC Post and Rail Fence	1 ea	1 ea	\$1,200.00	\$1,200.00		\$0.00	0	\$0.00
Street Lights	1 ea	1 ea	\$3,500.00	\$3,500.00		\$0.00	0	\$0.00
Construction Scaffolding	1 ea	1 ea	\$3,000.00	\$3,000.00		\$0.00	0	\$0.00
As-Built Drawings	1 ea	1 ea	\$1,200.00	\$1,200.00		\$0.00	0	\$0.00
Plot & Monuments	1 ea	1 ea	\$1,500.00	\$1,500.00		\$0.00	0	\$0.00
<b>Escrow Sub-Total</b>				\$166,764.50		\$98,433.00		\$111,556.00
<b>10% Contingency</b>				\$16,676.45				
<b>Escrow Total</b>				\$183,440.95				
<b>Engineering and Legal Cash Escrow</b>				\$25,000.00				
<b>Notes</b>								
Minimum Bond Amount for this project is				\$27,516.14				

MONTGOMERY TOWNSHIP BOARD OF SUPERVISORS  
**BOARD ACTION SUMMARY**

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SUBJECT: Consider Construction Escrow Release #1- Montgomery Walk - Phase IIB -  
LDS#627R-IIB

MEETING DATE: July 22, 2013

ITEM NUMBER: #16 e

MEETING/AGENDA:      WORK SESSION      ACTION XX      NONE

REASON FOR CONSIDERATION:   Operational: XX    Information:    Discussion:    Policy:

INITIATED BY:    Bruce Shoupe  
                         Director of Planning and Zoning

BOARD LIAISON:    Joseph P. Walsh  
                                 Chairman

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BACKGROUND:

Attached is a construction escrow release for Montgomery Walk Phase IIB, as recommended by the Township Engineer. The original amount of the escrow was \$386,754.78, held as a Letter of Credit. This is the first escrow release for this project. The current release is in the amount of \$167,619.25. The new balance would be \$219,135.53.

ZONING, SUBDIVISION OR LAND DEVELOPMENT IMPACT:

None

PREVIOUS BOARD ACTION:

None

ALTERNATIVES/OPTIONS:

Approve or not approve the construction escrow release.

BUDGET IMPACT:

None.

RECOMMENDATION:

That this construction escrow be released.

MOTION/RESOLUTION:

The Resolution is attached.

MOTION \_\_\_\_\_

SECOND \_\_\_\_\_

ROLL CALL:

Robert J. Birch	Aye	Opposed	Abstain	Absent
Candyce Fluehr Chimera	Aye	Opposed	Abstain	Absent
Michael J. Fox	Aye	Opposed	Abstain	Absent
Jeffrey W. McDonnell	Aye	Opposed	Abstain	Absent
Joseph P. Walsh	Aye	Opposed	Abstain	Absent

DISTRIBUTION: Board of Supervisors, Frank R. Bartle, Esq.

## RELEASE OF ESCROW FORM

Joseph P. Hanna, P.E.  
Chambers Associates, Inc.  
2962 Skippack Pike  
P.O. Box 678  
Worcester, PA 19490  
484-991-8187

Date: 7/15/2013

Development Name: Montgomery Walk Phase IIB  
Release # 1

CA Job #: 105-510A.03

Dear Mr. Hanna:

This is an escrow release request from in the amount of \$ 167,619.25. Enclosed is a copy of our escrow spreadsheet with the quantities noted.

\_\_\_\_\_  
Developer Signature

**ESCROW RELEASE REQUESTS ARE LIMITED TO ONE PER MONTH.**

Mr. Lawrence Grogan  
Township Manager  
Montgomery Township  
1001 Stump Road  
Montgomeryville, PA 18936

Date: 7-16-2013

Dear Mr. Grogan:

We have reviewed the developer's request for an escrow release. We therefore, recommend that \$ 167,619.25 be released. These improvements will be subject to a final observation prior to dedication and again at the end of the maintenance period. Any deficiencies will be required to be corrected.

Joseph P. Hanna  
Joseph P. Hanna, P.E., Chambers Associates, Inc.

Resolution # \_\_\_\_\_

WHEREAS, a request for release of escrow was received from the Cutler Group for Montgomery Walk II S in the amount of \$ 167,619.25, on the representation that work set forth in the Land Development Agreement to that extent has been completed and; WHEREAS, said request has been reviewed by the Township Engineer who recommends release of \$ 167,619.25; NOW, THEREFORE, BE IT RESOLVED by the Board of Supervisors of Montgomery Township that we do hereby authorize release of \$ 167,619.25; in accordance with the developer's request, and the officers of the Township are authorized to take the necessary action to obtain release of said sum. BE IT FURTHER RESOLVED that Township records indicate that escrow has been deposited via Letter of Credit with Montgomery Township in a total sum of \$ 386,754.71 pursuant to a signed Land Development Agreement and that \$ 0 has previously been release from this escrow. Therefore, the action of the Board is releasing said sum leaves a new balance of \$ 219,135.53 in escrow.

MOTION BY: \_\_\_\_\_  
SECOND BY: \_\_\_\_\_  
DATED: \_\_\_\_\_  
RELEASED BY: \_\_\_\_\_  
Department Director

VOTE: \_\_\_\_\_





**Chambers Associates, Inc.**  
Civil Engineers & Surveyors  
2962 Skippack Pike  
P.O. Box 678  
Worcester, PA 19490  
484-991-8187  
staff@chambersassoc.com

July 16, 2013

Mr. Lawrence Gregan  
Township Manager  
Montgomery Township  
1001 Stump Road  
Montgomeryville, PA 18936-9605

*105 # 627-1-6*  
**Subject: Montgomery Walk IIB – Escrow Release #1**  
**C.A. Job #105-510A.03**

Dear Mr. Gregan:

In accordance with Section 509(j) of the Pennsylvania Municipal Planning Code, the David Cutler Group has requested the release of \$167,619.25 on July 16, 2013 for work completed in accordance with the approved Plans.

This letter is to certify that the improvements attached to this letter, in the amount of \$167,619.25 have been completed.

Be advised that these improvements will be subject to a final inspection prior to dedication and again at the end of the maintenance period. Any deficiencies will be required to be corrected.

If you have any questions or comments regarding this matter, please do not hesitate to contact our office.

Very truly yours,

Edward Slaw

/jvr

C: Bruce Shoupe, Montgomery Township  
Marita Stoerrle, Montgomery Township  
David Cutler, The Cutler Group  
Chip Reeves, The Cutler Group

ESCROW FORM  
 PROJECT: MONTGOMERY WALK PHASE I-B  
 RELEASE #: 1  
 THWP/BORO: Montgomery  
 DATE: 07/10/13  
 \$167,619.25 AMOUNT PAYABLE  
 \$167,619.25 TOTAL RELEASED TO DATE  
 \$386,754.75 ORIGINAL ESCROW AMOUNT  
 \$0.00 PRIOR ESCROW RELEASED  
 \$167,619.25 CURRENT ESCROW RELEASE REQUEST  
 \$219,135.53 BALANCE AFTER CURRENT RELEASE

ITEM	UNIT PRICE	ESCROW QUANTITY	ESCROW TOTAL	CURRENT QUANTITY	CURRENT TOTAL	RELEASED QUANTITY	RELEASED TOTAL
Excavation Control Inlet Protection	\$150.00	4 ea	\$600.00			0	\$0.00
Curb							
Belgian Block Curb	\$116.50	1785 lf	\$209,452.50	1785	\$209,452.50	1785	\$209,452.50
Paving							
Fine Grade and Compact	\$0.65	2872 sf	\$1,866.80	2872	\$1,866.80	2872	\$1,866.80
3" 2A Modified Stone Base	\$4.15	2872 sf	\$11,918.80	2872	\$11,918.80	2872	\$11,918.80
5" BCB	\$23.80	2872 sf	\$68,353.60	2872	\$68,353.60	2872	\$68,353.60
Tack Coat/ 1.5" Wearing	\$9.75	2872 sf	\$28,002.00		\$0.00	0	\$0.00
Storm Sewer							
Tile into Existing	\$750.00	2 ea	\$1,500.00	2	\$1,500.00	2	\$1,500.00
15" RCP	\$39.75	877 lf	\$34,360.75	877	\$34,360.75	877	\$34,360.75
15" Flared End Section Inlet	\$790.00	2 ea	\$1,580.00	2	\$1,580.00	2	\$1,580.00
Pedestrian Trail/Walks	\$17,820.00	9 lf	\$17,820.00	9	\$17,820.00	9	\$17,820.00
5" Wide Paved Trail/Walk - 6" 2A Modified	\$27.00	778 sf	\$21,096.00		\$0.00	0	\$0.00
Site Lighting							
Street Lights	\$5,370.00	2 ea	\$6,740.00		\$0.00	0	\$0.00
Coast Q							
Earthwork							
Inlet Protection	\$110.00	1 ea	\$110.00		\$0.00	0	\$0.00
Rough Grade	\$0.04	6670 sf	\$266.80	6670	\$266.80	6670	\$266.80
Fine Grade Paving	\$0.06	11200 sf	\$672.00		\$0.00	0	\$0.00
Curb							
Fine Grade Curb	\$0.75	380 lf	\$285.00		\$0.00	0	\$0.00
Belgian Block curb	\$20.00	380 lf	\$7,600.00		\$0.00	0	\$0.00
Backfill Curb	\$0.75	380 lf	\$285.00		\$0.00	0	\$0.00
Paving							
3" 2A Modified Stone Base	\$3.60	1240 sf	\$4,464.00		\$0.00	0	\$0.00
5" BCB	\$21.00	1240 sf	\$26,040.00		\$0.00	0	\$0.00
Tack Coat/ 1.5" Wearing	\$9.30	1240 sf	\$11,532.00		\$0.00	0	\$0.00
Landscaping							
Shade Trees							
Acer rubrum 'October Glory'	\$385.00	4 ea	\$1,540.00		\$0.00	0	\$0.00
Gladiolus triacanthos var. inermis 'Skyvale'	\$385.00	26 ea	\$10,010.00		\$0.00	0	\$0.00
Pyros calleryana 'Redspire'	\$385.00	5 ea	\$1,925.00		\$0.00	0	\$0.00
Quercus phellos	\$385.00	6 ea	\$2,310.00		\$0.00	0	\$0.00
Individual One-Les Shade Trees							
Acer rubrum 'October Glory'	\$385.00	15 ea	\$5,775.00		\$0.00	0	\$0.00
Gladiolus triacanthos var. inermis 'Skyvale'	\$385.00	12 ea	\$4,620.00		\$0.00	0	\$0.00
Pyros calleryana 'Redspire'	\$385.00	1 ea	\$385.00		\$0.00	0	\$0.00
Quercus phellos	\$385.00	1 ea	\$385.00		\$0.00	0	\$0.00

ESCROW FORM  
 PROJECT: MONTGOMERY WALK PHASE II-B  
 TWP/BORO: Montgomery  
 DATE: 07/10/13  
 RELEASE #:  
 ESTIMATED COMPLETION DATE:  
 JOB #: 105-5104.03

\$167,619.25 AMOUNT PAYABLE  
 \$167,619.25 TOTAL RELEASED TO DATE

\$386,754.75 ORIGINAL ESCROW AMOUNT  
 \$0.00 PRIOR ESCROW RELEASED  
 \$167,619.25 CURRENT ESCROW RELEASE REQUEST  
 \$219,135.53 BALANCE AFTER CURRENT RELEASE

ITEM	UNIT PRICE	ESCROW QUANTITY	UNIT	ESCROW TOTAL	CURRENT QUANTITY	CURRENT TOTAL	RELEASED QUANTITY	RELEASED TOTAL
Individual Loc Ornamental Trees								
Aureobacter canadensis	\$350.00	5 ea		\$1,750.00		\$0.00	0	\$0.00
Cercis canadensis	\$350.00	15 ea		\$5,250.00		\$0.00	0	\$0.00
Cornus kousa	\$350.00	6 ea		\$2,100.00		\$0.00	0	\$0.00
Magnolia virginiana	\$350.00	14 ea		\$4,900.00		\$0.00	0	\$0.00
Prunus caryocarpus	\$350.00	12 ea		\$4,200.00		\$0.00	0	\$0.00
Syringa americana japonica	\$350.00	7 ea		\$2,450.00		\$0.00	0	\$0.00
Butterfly Bushes Ornamental Trees								
Picea abies	\$250.00	6 ea		\$1,500.00		\$0.00	0	\$0.00
Picea canadensis	\$250.00	8 ea		\$2,000.00		\$0.00	0	\$0.00
Street Lights								
Street Lights	\$8,370.00	2 ea		\$16,740.00		\$0.00	0	\$0.00
Pedestrian Trail/Walk								
5' Wide Paved Trail/Walk - 6" 2A Modified	\$27.00	350 sy		\$9,450.00		\$0.00	0	\$0.00
Miscellaneous								
Construction Stakes	\$5,000.00	1 lb		\$5,000.00		\$0.00	0	\$0.00
Pipe & Monuments	\$2,500.00	1 lb		\$2,500.00		\$0.00	0	\$0.00
As-Built Drawings	\$1,500.00	1 lb		\$1,500.00		\$0.00	0	\$0.00
Sub-Total				\$357,595.25		\$167,619.25		\$167,619.25
10% Contingency	\$35,159.53	1 lb		\$35,159.53		\$0.00	0	\$0.00
Escrow Total				\$386,754.78				
Engineering and Legal Cash Escrow				\$25,000.00				
Note:								
Maintenance Bond Amount for this project is:				\$88,013.22				

MONTGOMERY TOWNSHIP BOARD OF SUPERVISORS  
BOARD ACTION SUMMARY

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SUBJECT: Payment of Bills

MEETING DATE: July 22, 2013

ITEM NUMBER: #17

MEETING/AGENDA: WORK SESSION

ACTION XX NONE

REASON FOR CONSIDERATION: Operational: XX Information: Discussion: Policy:

INITIATED BY: Lawrence J. Grogan  
Township Manager

BOARD LIAISON: Joseph P. Walsh, Chairman

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BACKGROUND:

Please find attached a list of bills for your review.

ZONING, SUBDIVISION OR LAND DEVELOPMENT IMPACT:

None.

PREVIOUS BOARD ACTION:

None.

ALTERNATIVES/OPTIONS:

None.

BUDGET IMPACT:

None.

RECOMMENDATION:

Approval all bills as presented.

MOTION/RESOLUTION:

None.

DISTRIBUTION: Board of Supervisors, Frank R. Bartle, Esq.

**MONTGOMERY TOWNSHIP ELECTRONIC PAYROLL TAX PAYMENTS**

<u>DATE</u>	<u>VENDOR NAME</u>	<u>REASON FOR PAYMENT</u>	<u>AMOUNT</u>
07/10/2013	Commonwealth of PA	State Tax Payment	\$9,042.85
07/18/2013	IRS	941 Payment	\$81,169.33
07/18/2013	BCG	401/457 Plan Payment	\$23,900.70
07/18/2013	PA-SCDU	Withholding Payment	\$2,996.44
		<b>Total Paid as of 07/22/2013</b>	<b>\$117,109.32</b>

## Montgomery Township Check Register

Check Number	Check Date	Vendor No	Payee	Amount
25206	7/18/13	00000967	DELAWARE VALLEY HEALTH INSURANCE	909.53
25207	7/18/13	00000499	MONTGOMERY TWP. PROFESSIONAL	183.26
25208	7/18/13	1264	MORGAN STANLEY SMITH BARNEY INC	6,135.37
54785	7/9/13	00000331	HATFIELD TOWNSHIP	280.00
54786	7/9/13	00001745	SONIA ISABEL THOMSON	150.00
54787	7/9/13	00001785	YELLOWBIRD BUS COMPANY, INC.	210.00
54788	7/9/13	00001785	YELLOWBIRD BUS COMPANY, INC.	250.00
54789	7/11/13	00000540	MYSTIC PIZZA	230.00
54790	7/11/13	00001785	YELLOWBIRD BUS COMPANY, INC.	286.00
54791	7/16/13	00000331	HATFIELD TOWNSHIP	273.00
54792	7/16/13	00001785	YELLOWBIRD BUS COMPANY, INC.	210.00
54793	7/16/13	00001785	YELLOWBIRD BUS COMPANY, INC.	210.00
54794	7/17/13	00000528	ANYWHERE MINATURE GOLF	250.00
54795	7/17/13	00000539	DENISE VACCA	400.00
54796	7/17/13	00001623	NORRISTOWN ZOOLOGICAL SOCIETY	185.00
54797	7/17/13	00001660	LINDINGER'S CATERING, INC.	228.00
54798	7/18/13	00000144	CRYSTAL CAVE COMPANY, INC.	504.00
54799	7/18/13	00000331	HATFIELD TOWNSHIP	245.00
54800	7/18/13	00001785	YELLOWBIRD BUS COMPANY, INC.	210.00
54801	7/18/13	00001785	YELLOWBIRD BUS COMPANY, INC.	425.00
54802	7/22/13	00000068	ADAM WEBSTER	30.00
54803	7/22/13	00902350	ADRIENNE JAPPE	36.00
54804	7/22/13	00000443	ALL STATE DESIGN GROUP INC	100.00
54805	7/22/13	00000027	ARMOUR & SONS ELECTRIC, INC.	14,782.08
54806	7/22/13	00001938	BILL WIEGMAN	90.00
54807	7/22/13	00000511	BLU CAT PRODUCTIONS	900.00
54808	7/22/13	00001903	BRIAN JANSSENS	15.00
54809	7/22/13	00000423	BURGER KING #2513	56.24
54810	7/22/13	00000069	C L WEBER CO INC.	39.83
54811	7/22/13	00000072	CANON FINANCIAL SERVICES, INC	1,197.00
54812	7/22/13	00000071	CANON SOLUTIONS AMERICA, INC.	1,108.35
54813	7/22/13	00000074	CARDINAL CAMERA & VIDEO CENTER	29.94
54814	7/22/13	00000380	CARL HERR	45.00
54815	7/22/13	00902770	CARLY OKINO	27.50
54816	7/22/13	00000524	CHILD SAFETY SOLUTIONS INC.	123.50
54817	7/22/13	00902775	CINDY MCHUGH	129.00
54818	7/22/13	00000335	COMCAST CORPORATION	967.17
54819	7/22/13	00000108	COUNTY ELECTRIC SUPPLY COMPANY, INC	1,041.06
54820	7/22/13	00000326	COUNTY OF MONTGOMERY	47.28
54821	7/22/13	00902763	CURTIS WALTER	50.00
54822	7/22/13	00000111	DAVID H. LIGHTKEP, INC.	10.41
54823	7/22/13	00000024	DAVID P. BENNETT	45.00
54824	7/22/13	00001945	DAVID S. WOLFE	15.00
54825	7/22/13	00001941	DAVID W. VASCONEZ	60.00

## Montgomery Township Check Register

Check Number	Check Date	Vendor No	Payee	Amount
54826	7/22/13	00001627	DEER PARK DIRECT	145.03
54827	7/22/13	00000118	DEL-VAL INTERNATIONAL TRUCKS, INC.	813.76
54828	7/22/13	00000967	DELAWARE VALLEY HEALTH INSURANCE	139,578.38
54829	7/22/13	00000146	E.A. DAGES, INC.	98.20
54830	7/22/13	00001332	EAGLE POWER & EQUIPMENT CORP	380.00
54831	7/22/13	00001902	ELLIOTT GREENLEAF &	377.90
54832	7/22/13	00000161	EUREKA STONE QUARRY, INC.	136,444.88
54833	7/22/13	00000169	FEDEX	75.53
54834	7/22/13	00001466	FEDEX OFFICE	29.95
54835	7/22/13	00902776	FLAVIA BRANWALL	129.00
54836	7/22/13	00000180	FRANK CALLAHAN COMPANY, INC.	32.46
54837	7/22/13	00000192	GENERAL RECREATION, INC.	990.00
54838	7/22/13	00000198	GLASGOW, INC.	275.00
54839	7/22/13	00001842	GLEN ROETMAN	15.00
54840	7/22/13	00001709	GOULDEY WELDING & FABRICATIONS, INC	130.00
54841	7/22/13	00000229	GRAINGER	266.91
54842	7/22/13	00000203	GRANTURK EQUIPMENT CO., INC.	439.12
54843	7/22/13	00902777	GREG THOMAS	129.00
54844	7/22/13	00000903	HOME DEPOT CREDIT SERVICES	731.17
54845	7/22/13	00000133	BYM INC.	110.00
54846	7/22/13	00000102	INTERSTATE BATTERY SYSTEMS OF	37.95
54847	7/22/13	BT001889	J RECKNER ASSOCIATES	3,319.59
54848	7/22/13	00902741	JAMIE COLLIER	18.00
54849	7/22/13	00902771	JAY C. COLBURN	1,200.00
54850	7/22/13	00902764	JEAN KEENAN	140.00
54851	7/22/13	00000522	JOE BIFOLCO	15.00
54852	7/22/13	00001964	JOHN CATALDI	15.00
54853	7/22/13	00000890	JOHN H. MOGENSEN	60.00
54854	7/22/13	00001581	JOSEPH J. SIMES	60.00
54855	7/22/13	00001843	JOSEPH M. BENNETT	140.00
54856	7/22/13	00000740	K.J. DOOR SERVICES INC.	1,975.00
54857	7/22/13	00902778	KAREN COLEY	229.00
54858	7/22/13	00901901	KAREN FARRELL	129.00
54859	7/22/13	00000377	KATHY'S JUST DESSERTS, INC.	1,155.00
54860	7/22/13	00000107	KENNEDY CULVERT & SUPPLY CO., INC.	1,351.20
54861	7/22/13	00902768	KEVIN BRAUN	50.00
54862	7/22/13	00001667	MIDWEST MOTOR SUPPLY CO.,INC	278.00
54863	7/22/13	00001858	LAURIE ROBBINS	948.80
54864	7/22/13	00000057	LAWN AND GOLF SUPPLY COMPANY, INC.	33,000.00
54865	7/22/13	00001065	MAILLIE, FALCONIERO & COMPANY, LLP	1,000.00
54866	7/22/13	00902779	MARY ANN CAMPO	129.00
54867	7/22/13	00000440	MARY NEWELL	90.00
54868	7/22/13	00000201	LAWRENCE J. MURPHY	217.42
54869	7/22/13	00902766	MATTHEW MEER	27.50

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Check Number	Check Date	Vendor No	Payee	Amount
54870	7/22/13	00902772	MATTHEW SHIREY	27.50
54871	7/22/13	00001330	MCCALLION STAFFING SPECIALISTS	990.00
54872	7/22/13	00001920	MICHAEL H. BEAN	75.00
54873	7/22/13	00001961	MICHAEL LONG	100.00
54874	7/22/13	00000867	MICHAEL SHEARER	15.00
54875	7/22/13	00002016	MICHAEL SHINTON	30.00
54876	7/22/13	00001759	PAUL MICHAEL WINTJE	50.00
54877	7/22/13	00000312	MOBILE LIFTS, INC.	393.00
54878	7/22/13	00000643	MONTGOMERY COUNTY-NORRISTOWN	9,000.00
54879	7/22/13	00000324	MOYER INDOOR / OUTDOOR	158.40
54880	7/22/13	00000509	NATHANIEL CALEB	600.00
54881	7/22/13	00000356	NORTH WALES WATER AUTHORITY	75.04
54882	7/22/13	00001134	OFFICE DEPOT, INC	133.10
54883	7/22/13	00000311	PA DEPT OF LABOR & INDUSTRY-B	132.00
54884	7/22/13	00000373	PARSON ENVIRONMENTAL PRODUCTS, IN	1,907.25
54885	7/22/13	00001840	PAUL R. MOGENSEN	65.00
54886	7/22/13	00000095	PAUL SMITH	40.00
54887	7/22/13	00000399	PECO ENERGY	9,929.27
54888	7/22/13	00000397	PECO ENERGY	9,797.67
54889	7/22/13	00000388	PENNSYLVANIA ONE CALL SYSTEM, INC.	159.65
54890	7/22/13	00001358	PENNSYLVANIA RECREATION AND PARK	7,858.50
54891	7/22/13	00000009	PETTY CASH	1,050.00
54892	7/22/13	00000446	PHISCON ENTERPRISES, INC.	300.00
54893	7/22/13	00000945	PIPERSVILLE GARDEN CENTER, INC.	1.09
54894	7/22/13	00001155	PITNEY BOWES GLOBAL FINANCIAL	222.24
54895	7/22/13	00001055	PROMO DIRECT	2,123.00
54896	7/22/13	00001630	PSI - PROTECTION SERVICES INC.	291.40
54897	7/22/13	00902761	RACHEL SONDAG	25.00
54898	7/22/13	00000519	RACHEL TROUTMAN	45.00
54899	7/22/13	00902762	REBECCA NISZCZAK	18.00
54900	7/22/13	00902765	RICHARD G. MCCARTNEY JR.	1,200.00
54901	7/22/13	00902767	RICHARD SCHWENGELS	27.50
54902	7/22/13	00000117	RIGGINS INC	6,792.24
54903	7/22/13	00000115	RIGGINS, INC	7,159.32
54904	7/22/13	00000741	ROBERT E. LITTLE, INC.	227.38
54905	7/22/13	00002013	RR DONNELLEY	15.25
54906	7/22/13	00000653	SCATTON'S HEATING & COOLING, INC.	392.77
54907	7/22/13	00000163	SHARON TUCKER	211.60
54908	7/22/13	00000833	THE SHERWIN WILLIAMS COMPANY	75.65
54909	7/22/13	00001745	SONIA ISABEL THOMSON	2,553.60
54910	7/22/13	00001656	SOSMETAL PRODUCTS INC.	639.19
54911	7/22/13	00000015	NEXTEL PARTNERS OPERATING CORP	404.63
54912	7/22/13	00000469	SPRINT SPECTRUM, L.P.	59.99
54913	7/22/13	00001394	STANDARD INSURANCE COMPANY	7,025.96



## Montgomery Township Check Register

Check Number	Check Date	Vendor No	Payee	Amount
54914	7/22/13	00001847	STAPLES CONTRACT & COMMERCIAL, INC	32.76
54915	7/22/13	00000513	STEPHEN G. BARBONE	800.00
54916	7/22/13	00001200	SYNATEK	136.00
54917	7/22/13	00902774	TARA CASPAR	132.00
54918	7/22/13	00001860	TAYLOR JONES	834.90
54919	7/22/13	00001351	TEN-TRAC, INC.	7,350.00
54920	7/22/13	00001164	THE GOOSE GUYS INC.	250.00
54921	7/22/13	00000496	21ST CENTURY MEDIA NEWSPAPER LLC	4,048.83
54922	7/22/13	00001771	TIMAC AGRO USA	459.98
54923	7/22/13	00902769	TIMOTHY ROONEY	46.97
54924	7/22/13	00000032	VISA	1,662.38
54925	7/22/13	00000328	USA MOBILITY WIRELESS, INC	211.38
54926	7/22/13	00902557	VALERIE CARROLL	27.50
54927	7/22/13	00000520	VALLEY POWER, INC.	668.25
54928	7/22/13	00000040	VERIZON PENNSYLVANIA INC	352.77
54929	7/22/13	00001839	VINAY SETTY	15.00
54930	7/22/13	00000442	VINCENT ZIRPOLI	115.00
54931	7/22/13	00001289	W. BYRON BATTLE, RPR	608.50
54932	7/22/13	00001191	WARREN FUCHS	30.00
54933	7/22/13	00001329	WELDON AUTO PARTS	248.94
54934	7/22/13	00000632	WEST GENERATOR SERVICES INC.	839.68
54935	7/22/13	00902773	WILLIAM & JEANETTE UDZIENSKI	1,200.00
54936	7/22/13	00000249	WILLIAM R. GOLTZ	110.00
54937	7/22/13	00000590	YOCUM FORD	50.87
54938	7/22/13	00000209	BOUCHER & JAMES, INC.	8,375.17
54939	7/22/13	00000085	CHAMBERS ASSOCIATES, INC.	6,791.38
54941	7/22/13	00000125	DISCHELL, BARTLE, YANOFF & DOOLEY	15,422.00
54942	7/22/13	00000152	ECKERT SEAMANS CHERIN &	2,882.05
54943	7/22/13	00001023	KERNS, PEARLSTINE, ONORATO	117.00
54944	7/22/13	00001972	ROBERT L. BRANT	3,428.75
54945	7/22/13	00001984	TRAFFIC PLANNING AND DESIGN, INC.	21,226.48
<b>TOTAL</b>				<b>510,368.00</b>