

**BLOOMSBURG TOWN COUNCIL MEETING
COUNCIL CHAMBERS OR TELECONFERENCE (ZOOM)**

Monday, November 11, 2024, 7:00 P.M.

PUBLIC CAN JOIN:

DIAL: +1 646 558 8656 US & INCLUDE THE MEETING ID: 456-920-3798 & PRESS #.

JOIN ONLINE AT: <https://us02web.zoom.us/j/4569203798>.

Call to order.

Pledge of allegiance.

Council remarks.

- An executive session was held on October 28, 2024 regarding public works and recycling personnel matters from 7:58 p.m.- 9:24 p.m.
- An executive session was held on November 6, 2024 regarding public works and recycling personnel matters from 11:53 a.m.- 12:30 p.m.

Citizens to be heard.

Approval of the Council minutes from the October 28, 2024 Council meeting.

Resolution 11.11.2024.01- LSA YMCA- YMCA will apply

Resolution 11.11.2024.02- LSA Recycling – Town of Bloomsburg will apply

Resolution 11.11.2024.03- LSA Police Vehicle- Town of Bloomsburg will apply

Resolution 11.11.2024.04- Main Street Matters Market Street/ Pedestrian Safety- LIVIC Civil will apply

Resolution 11.11.2024.05- Main Street Matters Road Diet- LIVIC Civil will apply

Resolution 11.11.2024.06- Tiny Houses- Town of Bloomsburg will apply

Resolution 11.11.2024.07- Multimodal Market Street project. Note: this is the same resolution from the 10/28/2024 meeting but with an updated grant request from LIVIC Civil

Resolution 11.11.2024.08- Code Blue with AGAPE including the security policy as Exhibit B.

1. DEPARTMENT REPORTS.

- A. Police department reports.
- B. Police officer reports.
- C. Public Works report- will be presented at the December meeting.
- D. Town of Bloomsburg fuel mileage report.
- E. Code enforcement permit report.
- F. Code enforcement citation report.
- G. Recycling report.
- H. Airport report.

- I. Fire report.
 - J. Ambulance report- the October report will be presented in December.
2. **ADMINISTRATIVE FINANCE COMMITTEE- Justin Hummel.**
- A. Approval of the October list of bills.
 - B. Approval of listing all the spare police vehicle seats on Municibid.
 - C. Approving of accepting Sean Anthony's resignation with the Bloomsburg Parking Department effective 10/30/2024.
 - D. Approval of payment to the Pennsylvania Labor & Industry regarding the 2025 solvency fee in the amount of \$6,637.53.
 - E. Approval of an Abuse Prevention and Response Policy.
 - F. Approval to have a Public Works member be placed on the Renaissance Committee in addition to Randi Fetterman remaining on the Committee.
 - G. Recommendation on approving the Friends of the Pool Towel Fundraising idea and e-mail sharing with a consent box addition on the Town's season pass holder application.
 - H. Recommendation on setting new rates for the 2025 season at the pool: daily admission increase from \$6 to \$7. Approval of the new season pass structure below.
Old structure: \$95 (1 person), \$90 (2 people), \$20 (3 people), \$25 (4 people), \$45 (additional per person over 5)
New structure: \$95 (1 person), \$90 (2 people), \$85 (3 people), \$80 (4 people), \$75 (5 people), \$70 (6 people), \$65 (7 people), \$60 (8 people), \$55 (9 people), \$50 (Capped at 10)
3. **PUBLIC WORKS & ENVIRONMENTAL COMMITTEE – James Garman**
- A. Approval of payment to Mitchell Knorr Contracting in the amount of \$5,023.92 regarding the Bloomsburg Area Recreational Trail.
 - B. Approval of payment to Sokol, Inc. in the amount of \$2,520 for a patch in the alley behind Trinity House. Recommendation is to utilize the the Street Excavation funds.
 - C. Recommendation to approve services from LIVIC Civil in the amount of \$18,000 for the MS4 annual report and revising the pollution reduction plan. Note: this went to Committee on 9/17 & 11/5. Payment will be made from the American Rescue funds provided by Columbia County.
 - D. Approval of a change order with Kuharchik for a time extension. Note: LIVIC Civil will provide at the meeting.
 - E. Committee decided not to publicly request engineering services for 2024 and retain LIVIC Civil. Approval of the 2025 pay rates with LIVIC Civil.

- F. Review of the airport roof engineering quotes. Note: A public meeting was held on 9/30/2024. James Garman was in attendance from Council.
 - i. Providence
 - ii. LIVIC Civil
- G. Recommendation to approve payment to Robert C. Young Inc. in the amount of \$74,231 for work performed at the Bloomsburg Recycling Center. Note: This will be 100% paid for by a recycling grant.
- H. Approval to place out to bid the SNARL project. Note: plans were sent to Council on 11/8/2024.
- I. Approval of placement of a pedestrian sign in the Pine Parking Lot where Miller Avenue (now privately owned) flows in to the lot.
- J. Approval of an invoice from ArchCentral Architects dated 11/5/2024 in the amount of \$3,457.66.
- K. Approval of entering with Swisher Disposal Inc. for 2025 services. Note: The 2024 rate is included in the packet for comparison.
- L. Recommendation to approve advertising the park bench sponsor at \$850.
- M. Review of the Community Resilience Memorandum.

4. **COMMUNITY & ECONOMIC DEVELOPMENT/PUBLIC SAFETY COMMITTEE- Justin Hummel**

- A. Approval of payment to Peters Consultants, Inc. in the amount of \$5,612.50 regarding the housing elevation project for 334 E. 9th Street. Note: this invoice is 100% covered by grant funds.
- B. Approval of payment to Peters Consultants, Inc. in the amount of \$5,790 regarding the housing elevation project for 334 E. 9th Street. Note: this invoice is 100% covered by grant funds.

Next meeting: December 16, 2024

The Bloomsburg Town Council held a Council meeting on Monday, October 28, 2024 beginning at 7:00 p.m. in Council Chambers, 2nd Floor, Town Hall and via teleconference. The public joined by dialing: +1 646 558 8685 U.S. and included the meeting ID: 456-920-3798. The public could also join online at: <https://us02web.zoom.us/j/4569203798>.

Mayor Justin Hummel called the meeting to order at 7:00 p.m., present were Council members James Garman, Bonnie Crawford, Jaclyn Kressler, Nick McGaw (Zoom), Jessica Jordan and Maria Valentin. Town Manager/ Secretary/ Treasurer Lisa Dooley, BJ Teichman (Zoom) at 7:06 p.m., Chief of Police Scott Price, Public Works Director John Fritz, Fire Chief Scott McBride, Director of Finance Jack Breech, Director of Code Enforcement Mike Reffeor and Administrative Secretary Christine Meeker. Also present were MJ Mahon, Andrew Barton, David Hill (Zoom), Tim Wagner, McGarry Family (Zoom), Kat Holden (Zoom), Dansby Keenan, Karla Alexander, and Oren Helbok (Zoom) at 7:06 p.m.

CODE BLUE RESOLUTION 10.28.2024.01.

On a motion by J. Jordan , seconded by J. Garman, and voted on unanimously, Council approved Code Blue resolution 10.28.2024.01.

MULTIMODAL RESOLUTION 10.28.2024.03.

On a motion by B. Crawford, seconded by J. Kressler, and voted on unanimously, Council approved the Multimodal resolution 10.28.2024.03.

HEARING ON CABLE FRANCHISE RENEWAL.

Mayor Hummel opened the public hearing for the cable franchise renewal at 7:05 p.m., hearing no public comments the hearing was closed at 7:07 p.m.

APPROVAL OF THE COUNCIL MINUTES FROM THE OCTOBER 14, 2024 COUNCIL MEETING.

On a motion by B. Crawford, seconded by J. Jordan, and voted on unanimously, Council approved the minutes from the October 14, 2024 Council meeting.

APPROVAL OF PAYMENT TO THE ASSOCIATION OF MAYORS OF THE BOROUGHES OF PA IN THE AMOUNT OF \$80 FOR 2025.

On a motion by B. Crawford, seconded by J. Kressler, and voted on 0 to 7, Council did not approve payment to the Association of Mayors of the Boroughs of PA in the amount of \$80 for 2025.

APPROVAL OF PAYMENT TO THE PA STATE ASSOCIATION OF BOROUGHES OF PA IN THE AMOUNT OF \$1,243.

On a motion by B. Crawford, seconded by J. Kressler, and voted on unanimously, Council approved payment to the PA State Association of Boroughs of PA in the amount of \$1,243.

APPROVAL OF A 2025 FIREWORK VENDOR.

On a motion by J. Kressler, seconded by B. Crawford, and voted on unanimously, Council approved a quote from Skyshooter Displays in the amount of \$8,200 for the 2025 Fourth of July celebration to be held on July 4, 2024 with a rain date of July 5, 2025.

APPROVAL OF PAYMENT TO BBIER MANUFACTURING CO., LTD IN THE AMOUNT OF \$3,569.79 FOR NEW LED LIGHTS FOR THE TOWN PARK.

On a motion by J. Kressler, seconded by B. Crawford, and voted on unanimously, Council approved payment to BBIER Manufacturing Co. LTD, in the amount of \$3,569.79 for new cages for LED lights at the Town Park.

APPROVAL OF PAYMENT TO SCHICHEL'S NURSERY, INC. IN THE AMOUNT OF \$1,669. PLEASE NOTE, THIS WILL BE 100% PAID FOR BY THE 2024 HEALING THE PLANET GRANT.

On a motion by J. Jordan, seconded by J. Kressler, and voted on unanimously, Council approved payment to Schichtel's Nursery, Inc. in the amount of \$1,669 with the understanding that two Ginkgo Biloba trees will be replaced with two Ginkgo Centurian, if available or another species of tree.

APPROVAL OF PAYMENT TO ERDMAN'S TREE NURSERY & CO IN THE AMOUNT OF \$2,775. PLEASE NOTE, \$444 WILL BE EXPENSED TO THE SHADE TREE LINE ITEM FOR TREE PLANTING THAT WAS BUDGETED FOR \$2,300. THE REMAINING WILL BE 100% PAID BY THE 2024 HEALING THE PLANET GRANT.

On a motion by J. Jordan, seconded by B. Crawford, and voted on unanimously, Council approved payment to Erdman's Tree Nursery & Co. in the amount of \$2,775.

APPROVAL OF CHANGE ORDER 1 WITH DB CONSTRUCTION IN THE AMOUNT OF \$16,400 FOR THE 334 EAST 9TH STREET ELEVATION PROJECT. THE CHANGE ORDER INCREASE WILL BE 100% COVERED WITH THE GRANT.

On a motion by J. Garman, seconded by J. Kressler, and voted on unanimously, Council approved change order # 1 with DB Construction in the amount of \$16,400 for the 334 East 9th Street elevation project. The change order increase will be 100% covered with the grant.

APPROVAL OF CHANGE ORDER 2 WITH DB CONSTRUCTION IN THE AMOUNT OF \$4,800 FOR THE 334 EAST 9TH STREET ELEVATION PROJECT. THE CHANGE ORDER INCREASE WILL BE 100% COVERED WITH THE GRANT.

On a motion by J. Garman, seconded by B. Crawford, and voted on unanimously, Council approved change order #2 with DB Construction in the amount of \$4,800 for the 334 East 9th Street elevation project. The change order increase will be 100% covered with the grant.

APPROVAL OF HOLIDAY BAGGING.

On a motion by B. Crawford, seconded by J. Kressler, and voted on unanimously, Council approved the following schedule for holiday-free parking. The meters on Main Street from East Street to Jefferson Street will be bagged starting November 29, 2024 and run through January 5, 2025. Free parking in the municipal parking lots and metered side streets will start on December 14, 2024 and run through January 5, 2024. Meters on E. 2nd Street are excluded.

APPROVAL OF A SUPPORT LETTER FOR THE BLOOMSBURG YMCA FOR THE STATEWIDE LOCAL SHARE ACCOUNT FUNDING GRANT.

On a motion by J. Garman, seconded by B. Crawford, and voted on 5 to 2 (Kressler and Crawford voting no), Council approved a support letter for the Bloomsburg YMCA for the statewide local share account (LSA) grant.

APPROVAL OF A RESOLUTION 10.28.2024.02 FOR THE BLOOMSBURG YMCA FOR THE STATEWIDE LOCAL SHARE ACCOUNT FUNDING GRANT.

On a motion by N. McGaw, seconded by B. Crawford, and voted on 6 to 1 (Kressler voting no), Council approved resolution 10.28.2024.02 for the Bloomsburg YMCA for the statewide local share account (LSA) funding grant.

APPROVAL OF THE SECOND EXTENSION OF THE HOME CONTRACT TO HAVE IT FROM MAY 19, 2025 TO MAY 19, 2026. NOTE: SEDA-COG WILL BE PRESENT ON TUESDAY, OCTOBER 29, 2024 TO PROVIDE A PROJECT UPDATE.

On a motion by J. Garman, seconded by J. Kressler, and voted on unanimously, Council approved the second extension of the HOME contract from May 19, 2025, to May 19, 2026.

APPROVAL OF SENDING A SUPPORT LETTER FOR LOCAL MATCH FOR A MULTIMODAL APPLICATION FOR MARKET STREET.

On a motion by B. Crawford, seconded by J. Kressler, and voted on unanimously, Council approved sending a support letter for the local match for a multimodal application for Market Street.

On a motion by B. Crawford, seconded by J. Kressler, and voted on unanimously, Council adjourned into an executive at 7:58 p.m.

Note: Press-Enterprise reporter, MJ Mahon stated for the record, her objection to the executive session citing the Sunshine Act still stands.

The executive session concerned the Public Works and Recycling Departments. Council ended the executive session at 9:24 p.m.

Lisa Dooley
Town Manager/Secretary/Treasurer

TOWN OF BLOOMSBURG
COLUMBIA COUNTY, PENNSYLVANIA
RESOLUTION NO: 11.11.2024.01

Be it RESOLVED, that the Town of Bloomsburg of Columbia County hereby request a Statewide Local Share Assessment grant of **\$1,000,000** from the Commonwealth Financing Authority to be used for the **YMCA**. **Be it FURTHER RESOLVED**, that the Applicant does hereby designate Lisa Dooley, Town Manager and Justin Hummel, Town Mayor as the official(s) to execute all documents and agreements between the Town of Bloomsburg and the Commonwealth Financing Authority to facilitate and assist in obtaining the requested grant.

I, Lisa Dooley, duly qualified Secretary of the Town of Bloomsburg, Columbia County, PA, hereby certify that the forgoing is a true and correct copy of a Resolution duly adopted by a majority vote of the Town of Bloomsburg at a regular meeting held November 11, 2024 and said Resolution has been recorded in the Minutes of the Town of Bloomsburg and remains in effect as of this date. IN WITNESS THEREOF, I affix my hand and attach the seal of the Town of Bloomsburg this 11th day of November, 2024.

Justin C. Hummel, Mayor

ATTEST:

Lisa Dooley, Town Manager/Secretary

- SEAL -

TOWN OF BLOOMSBURG
COLUMBIA COUNTY, PENNSYLVANIA
RESOLUTION NO: 11.11.2024.02

Be it RESOLVED, that the Town of Bloomsburg of Columbia County hereby request a Statewide Local Share Assessment grant of **\$531,695.87** from the Commonwealth Financing Authority to be used for the **Bloomsburg Compost Beast Grinder**. **Be it FURTHER RESOLVED**, that the Applicant does hereby designate Lisa Dooley, Town Manager and Justin Hummel, Town Mayor as the official(s) to execute all documents and agreements between the Town of Bloomsburg and the Commonwealth Financing Authority to facilitate and assist in obtaining the requested grant.

I, Lisa Dooley, duly qualified Secretary of the Town of Bloomsburg, Columbia County, PA, hereby certify that the forgoing is a true and correct copy of a Resolution duly adopted by a majority vote of the Town of Bloomsburg at a regular meeting held November 11, 2024 and said Resolution has been recorded in the Minutes of the Town of Bloomsburg and remains in effect as of this date. IN WITNESS THEREOF, I affix my hand and attach the seal of the Town of Bloomsburg this 11th day of November, 2024.

Justin C. Hummel, Mayor

ATTEST:

Lisa Dooley, Town Manager/Secretary

- SEAL -

TOWN OF BLOOMSBURG
COLUMBIA COUNTY, PENNSYLVANIA
RESOLUTION NO: 11.11.2024.03

Be it RESOLVED, that the Town of Bloomsburg of Columbia County hereby request a Statewide Local Share Assessment grant of \$_____ from the Commonwealth Financing Authority to be used for the **Bloomsburg Police Department Tahoe**. **Be it FURTHER RESOLVED**, that the Applicant does hereby designate Lisa Dooley, Town Manager and Justin Hummel, Town Mayor as the official(s) to execute all documents and agreements between the Town of Bloomsburg and the Commonwealth Financing Authority to facilitate and assist in obtaining the requested grant.

I, Lisa Dooley, duly qualified Secretary of the Town of Bloomsburg, Columbia County, PA, hereby certify that the forgoing is a true and correct copy of a Resolution duly adopted by a majority vote of the Town of Bloomsburg at a regular meeting held November 11, 2024 and said Resolution has been recorded in the Minutes of the Town of Bloomsburg and remains in effect as of this date. IN WITNESS THEREOF, I affix my hand and attach the seal of the Town of Bloomsburg this 11th day of November, 2024.

Justin C. Hummel, Mayor

ATTEST:

Lisa Dooley, Town Manager/Secretary

- SEAL -

TOWN OF BLOOMSBURG
COLUMBIA COUNTY, PENNSYLVANIA
RESOLUTION NO: 11.11.2024.04

Be it RESOLVED, that the Town of Bloomsburg of Columbia County hereby request a Main Street Matters program grant of \$_____ from the Department of Community & Economic Development to be used for pedestrian safety/ downtown enhancement and historical preservation at the Market Street Square. **Be it FURTHER RESOLVED**, that the Applicant does hereby designate Lisa Dooley, Town Manager and Justin Hummel, Town Mayor as the official(s) to execute all documents and agreements between the Town of Bloomsburg and the Commonwealth Financing Authority to facilitate and assist in obtaining the requested grant.

I, Lisa Dooley, duly qualified Secretary of the Town of Bloomsburg, Columbia County, PA, hereby certify that the forgoing is a true and correct copy of a Resolution duly adopted by a majority vote of the Town of Bloomsburg at a regular meeting held November 11, 2024 and said Resolution has been recorded in the Minutes of the Town of Bloomsburg and remains in effect as of this date. **IN WITNESS THEREOF**, I affix my hand and attach the seal of the Town of Bloomsburg this 11th day of November, 2024.

Justin C. Hummel, Mayor

ATTEST:

Lisa Dooley, Town Manager/Secretary

- SEAL -

TOWN OF BLOOMSBURG
COLUMBIA COUNTY, PENNSYLVANIA
RESOLUTION NO: 11.11.2024.05

Be it RESOLVED, that the Town of Bloomsburg of Columbia County hereby request a Main Street Matters program grant of **\$50,000** from the Department of Community & Economic Development to be used for pedestrian safety/ downtown enhancement creating a road diet plan for the heart of the Town's downtown on Main Street. **Be it FURTHER RESOLVED**, that the Applicant does hereby designate Lisa Dooley, Town Manager and Justin Hummel, Town Mayor as the official(s) to execute all documents and agreements between the Town of Bloomsburg and the Commonwealth Financing Authority to facilitate and assist in obtaining the requested grant.

I, Lisa Dooley, duly qualified Secretary of the Town of Bloomsburg, Columbia County, PA, hereby certify that the forgoing is a true and correct copy of a Resolution duly adopted by a majority vote of the Town of Bloomsburg at a regular meeting held November 11, 2024 and said Resolution has been recorded in the Minutes of the Town of Bloomsburg and remains in effect as of this date. IN WITNESS THEREOF, I affix my hand and attach the seal of the Town of Bloomsburg this 11th day of November, 2024.

Justin C. Hummel, Mayor

ATTEST:

Lisa Dooley, Town Manager/Secretary

- SEAL -

TOWN OF BLOOMSBURG
COLUMBIA COUNTY, PENNSYLVANIA
RESOLUTION NO: 11.11.2024.06

Be it RESOLVED, that the Town of Bloomsburg of Columbia County hereby request a Main Street Matters program grant of **\$100,000** from the Department of Community & Economic Development to be used for tiny shops. **Be it FURTHER RESOLVED**, that the Applicant does hereby designate Lisa Dooley, Town Manager and Justin Hummel, Town Mayor as the official(s) to execute all documents and agreements between the Town of Bloomsburg and the Commonwealth Financing Authority to facilitate and assist in obtaining the requested grant.

I, Lisa Dooley, duly qualified Secretary of the Town of Bloomsburg, Columbia County, PA, hereby certify that the forgoing is a true and correct copy of a Resolution duly adopted by a majority vote of the Town of Bloomsburg at a regular meeting held November 11, 2024 and said Resolution has been recorded in the Minutes of the Town of Bloomsburg and remains in effect as of this date. **IN WITNESS THEREOF**, I affix my hand and attach the seal of the Town of Bloomsburg this 11th day of November, 2024.

Justin C. Hummel, Mayor

ATTEST:

Lisa Dooley, Town Manager/Secretary

- SEAL -

TOWN OF BLOOMSBURG
COLUMBIA COUNTY, PENNSYLVANIA
RESOLUTION NO: 11.11.2024.07

BE IT RESOLVED, that the Town of Bloomsburg of Columbia County hereby requests a Multimodal Transportation Fund (MTP) grant from the Pennsylvania Department of Transportation to be used for the Market Street Connectivity Project in the amount of \$945,697.

BE IT FURTHER RESOLVED, that the Applicant does hereby designate Justin C. Hummel, Mayor, and Lisa Dooley, Town Manager/Secretary as the official(s) to execute all documents and agreements between the Town of Bloomsburg and the Pennsylvania Department of Transportation to facilitate and assist in obtaining the requested grant.

IN WITNESS THEREOF, I affix my hand and attach the seal of the Town of Bloomsburg, this 11th day of November, 2024.

Justin C. Hummel, Mayor

ATTEST:

Lisa Dooley, Town Manager/Secretary

- SEAL -

TOWN OF BLOOMSBURG

COLUMBIA COUNTY, PENNSYLVANIA

RESOLUTION NO: 11.11.2024.08

WHEREAS, pursuant to Resolution No. 12.18.2023.01 ("Enabling Resolution"), the Town Council of Bloomsburg implemented a Code Blue Emergency Policy during adverse winter weather conditions for those who may find themselves at risk for cold related exposure due to lack of shelter or defects in at home heating systems.

WHEREAS, the Enabling Resolution provided for Town Council to enter into agreements with a non-profit organization to provide temporary shelter once the Mayor of the Town has declared a Code Blue Emergency, in accordance with its Code Blue Emergency Policy attached in Exhibit A to the Enabling Resolution. Exhibit B referencing AGAPE's security policy.

BE IT RESOLVED, that the Town of Bloomsburg of Columbia County hereby identifies AGAPE, of Bloomsburg, Pennsylvania, as a non-profit to provide temporary shelter during a Code Blue Emergency, subject to entering into an Agreement with the Town.

BE IT FURTHER RESOLVED, that the Town Council shall hereinafter enter into agreement with AGAPE to memorialize this authorization, and with the language required to be included in such agreements outlined in the Enabling Resolution.

I, Lisa Dooley duly qualified Secretary of the Town of Bloomsburg, Columbia County, PA, hereby certify that the forgoing is a true and correct copy of a Resolution duly adopted by a majority vote of the Town of Bloomsburg at a regular meeting held Monday, _____, 2024 and said Resolution will be recorded in the minutes of the Town of Bloomsburg and remains in effect as of this date.

IN WITNESS THEREOF, I affix my hand and attach the seal of the Town of Bloomsburg this ____ day of _____, 2024.

Town of Bloomsburg

Columbia County

Justin C. Hummel, Mayor

ATTEST:

Lisa Dooley, Town Manager/Secretary

- SEAL-

CODE BLUE EMERGENCY POLICY

A. PURPOSE

The purpose of the Code Blue Emergency Policy is intended to provide notice of adverse winter weather conditions to the general public and social services agencies that provide services to at-risk individuals living outdoors, on the streets, in parks or poorly insulated settings, and those who may find themselves at risk for cold related exposure due to defects in at home heating systems.

B. PROCEDURE FOR CODE BLUE EMERGENCY DECLARATION

1. The administration Town of Bloomsburg shall be designated to evaluate weather forecasts and evaluate weather forecasts and advisories produced by the National Weather Service -- State College Office for the Columbia County area to determine if a Code Blue Emergency will need to be declared.
2. The threshold levels that need to be met for the declaration of a Code Blue Emergency as forecasted by the National Weather Service are as follows:
 - a. Temperatures of 32 degrees Fahrenheit or lower; or
 - b. The National Weather Service wind-chill temperature will be zero degrees Fahrenheit or lower for a period of two hours or more; or
 - c. Snow predictions of 12" or more are in the forecast; or
 - d. Anytime a combination of rain, sleet, snow, with temperatures of 32 degrees (with wind-chill) are forecasted.
3. Weather data used to make this determination will be saved and archived for future reference and documentation purposes. The National Weather Service Date shall be the sole indicator that will determine if a Code Blue declaration is declared by the Town.
4. In the event that the weather report lacks clarity or specificity, the staff person will seek clarification from the on-duty Meteorologist at the National Weather Service office in State College in determining whether to declare a Code Blue Emergency.
5. When qualifying weather conditions are expected, the staff person, in advance of the expected Code Blue, shall notify, by E-mail, the Bloomsburg Town Police and non-profit organizations that the Town has made agreements with.
6. In addition to the weather criteria outlined herein, the Town shall also have appropriately contracted for non-profit organization to provide the appropriate shelter for the at-risk individuals to visit for overnight shelter arrangements during the Code Blue Emergency Period declared.
7. The criteria will be evaluated and, if warranted at the Mayor's discretion, a Code Blue Emergency will be declared. The Mayor may -- but is not otherwise required to -- declare a Code Blue Emergency if the existence of the criteria provided herein as satisfied.

8. To the extent possible following the declaration of a Code Blue Emergency, the Town of Bloomsburg shall post the Code Blue Emergency on its emergency web-site along with all of its social media accounts.

Version January 10, 2024

AGAPE'S CODE BLUE EMERGENCY POLICY

With freezing temperatures coming as winter approaches, the Town of Bloomsburg has passed a resolution announcing its emergency plan for authorizing a Code Blue Emergency. The purpose of the resolution is to provide notice "of adverse weather conditions to the general public and social service agencies that provide services to at-risk individuals living outdoors, on the streets, in parks or poorly insulated settings, and those who may find themselves at risk for cold related exposure due to defects in a home heating system."

Bloomsburg's Code Blue Emergency Resolution and Policy will be initiated by the Mayor of Bloomsburg when the National Weather Service forecasts the air temperature on any day(s) that fall 32 degrees or below between the night hours of 8:00 p.m. and 8 a.m. A Code Blue event means that any approved Emergency Shelters in the Town of Bloomsburg may open from 8pm – 8am during the emergency declaration by the Mayor. AGAPE is not a 24 hours a day, homeless shelter. It is a Code Blue overnight only accommodation open only for the evening and night hours (8:00 p.m.-8:00 a.m.) upon the declaration of Code Blue.

The AGAPE Center will provide the location for a Code Blue Emergency Center for those who are referred as homeless by a local social service agency (AGAPE (Bloomsburg), the Gatehouse (Danville) or Beyond Violence (Berwick), our local churches or the Bloomsburg Police. Unfortunately, due to limited space, AGAPE cannot assist those who are not from Columbia or Montour Counties. Even then AGAPE's Code Blue can potentially only accommodate approximately twelve (12-15 guests) guests. These accommodations will provide protection from the elements, some food, and a little more warmth than outdoors. In preparation of a Code Blue declaration, those who are homeless should pre-register at the AGAPE Center 851 Railroad Street, Bloomsburg, PA (Monday through Friday between 9:30 a.m. and 3:30 p.m.) for the Code Blue Program.. A registration card will be issued and, upon a Code Blue declaration, will be used to admit the individual to the Center beginning at 8:00 p.m. AGAPE will work in partnership with the Town of Bloomsburg including the Bloomsburg Police to ensure the safety of our guests. Each guest must have signed a Client Agreement Form which identifies the rules for participation in the program.

The Code Blue declaration will be posted on the Town of Bloomsburg's website: bloomsburgpa.org as well as the AGAPE Facebook: Agapelove from above to our community

Version January 5, 2024

AGAPE SECURITY POLICY

AGAPE ensures the security of its personnel, volunteers, and clients and those visiting the buildings of the AGAPE Center at 851 Railroad Street security of their person, possessions and the material products contained within its buildings.

The measures taken include locked doors at all times with entrance permitted by ringing the doorbell and recording the individual's entrance by time in and out, name and the reason for coming to AGAPE. The only exception is the front entrance door during the hours of 9:00 a.m. to 4:00 p.m Monday through Friday when the front desk is manned by at least one employee or volunteer as receptionist.

Additionally, AGAPE has security cameras inside and outside that are monitored by the front desk and others. The cameras are high quality and can identify license plate numbers and depending on the angles, people. The cameras store film footage for 30 days.

Code Blue Program

AGAPE's Code Blue Emergency Shelter will be opened on the dates declared by the Town of Bloomsburg as a Code Blue Emergency. The facility will be manned by volunteer staff from 8:00 p.m. - 8:00 a.m. If staff are not available, the shelter will be closed despite the emergency.

Homeless currently located in the Columbia-Montour County Area who have been in the area for at least one month are eligible to be guests of the AGAPE Code Blue Emergency Shelter. They must be interviewed by the AGAPE Caseworker and submit an application form no later than the day before their request to stay at the Code Blue Center. No one under 18 will be approved unless accompanied by a parent or guardian. A criminal background check will be done; health status will be identified; employment status; family status;

When a Code Blue proclamation is declared by the Town of Bloomsburg, broad based email will be sent to churches and previous volunteers requesting volunteers to man the temporary shelter. The volunteers will have been vetted and trained as

to their responsibilities, including the security of the inside and outside of the buildings. There will be three shifts per night, two volunteers for each shift. All doors of the buildings will be locked, except to admit approved homeless who have an AGAPE approval slip. **No approval identification slip, no admission** unless the police make the request. Sign in and sign out are required. Despite approval of a guest to use the facility, the guest may be refused admission due to the lack of space. AGAPE's Code Blue can only accommodate 13 beds. If beds are not filled, depending on the circumstances, the eligibility requirement may be waived by the caseworker.

Volunteers will monitor everything all evening and night by watching the screens of the security cameras, inside and outside. During their volunteer shift, they may make discretionary tours. Police will be asked to pass by once for each shift to show presence. Any guest who leaves the AGAPE premises after 10:00 p.m. will not be readmitted.

The two (2) Volunteer optional shifts are:


8:00 p.m. to 8:00 a.m.	(12 hours)
12:00 Midnight to 8:00 a.m.	(8Hours)
12:00 midnight to 4:00 a.m.	(4 Hours)
4:00 a.m. to 8:00 a.m.	(4 Hours)

Emergency numbers are posted at the front desk and the community room door. Any unaccompanied person under 18 will be referred to Children and Youth.

Blue Code Records are to be retained by AGAPE at the minimum until May 31st of each year of persons who stayed during the preceding winter and turn that information over to the police upon request.

1A-1

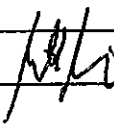
Bloomsburg Police Department		
October 2024 Council Report		
	2023	2024
CALLS STATION LOG BOOK	704	661
CALLS 911 CENTER	845	765
COLLISIONS INVESTIGATED	15	24
REPORTABLE COLLISIONS	N/A	6
NON- REPORTABLE COLLISIONS	N/A	7
PARKING TRAFFIC CITATIONS	182	138
TRACS NON-TRAFFIC CITATIONS	17	25
TRACS TRAFFIC CITATIONS	40	53
CRIMINAL ARRESTS	16	10
OFFENSE REPORTS	273	339
WARNINGS	N/A	17
PARKING TICKETS	1,353	914
WARRANTS CONTACTED	76	79
WARRANTS FULFILLED	110	78
OTHER DEPARTMENTAL REVENUE		
PARKING TICKETS	\$39,797.66	\$24,409.70
RESIDENTIAL PERMITS	\$568.00	\$450.00
ZONE PERMITS	\$117.00	\$285.00
METER RENTAL	\$210.00	\$570.00
ACCIDENTS/ INCIDENTS/ REC CKS	\$200.00	\$235.00
DUMPSTER FEE	\$600.00	\$150.00
STREET CLOSING	\$205.00	\$265.00
BOOT REMOVAL	\$750.00	\$0.00
NON-SUFFICIENT FUNDS	\$35.00	\$0.00
SECOND HAND GOODS	\$0.00	\$0.00
BYOB LICENSE	\$0.00	\$25.00
EVENT PERMIT	\$625.00	\$175.00
OTHER DEPARTMENTAL REVENUE	\$0.00	\$0.00
TOTAL	\$43,107.66	\$26,564.70

Chief Scott C. Price 

1A-2

Bloomsburg Police Department

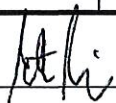
Meter & App Revenue - October 2024

	2023	2024	2024	2024
Collection Area		Meter	App Totals	Grand Totals
1850 Downtown		\$8,855.60	\$13,836.64	\$22,692.24
1851 E. 2nd Street		\$366.26	\$11,963.54	\$12,329.80
Total Meters	\$8,944.08			
Total App Payments	\$16,008.50			
Total	\$24,952.58	\$9,221.86	\$25,800.18	\$35,022.04
Chief Scott C. Price				

13

Bloomsburg Police Department							
October 2024 - Officer's Report							
Title	Name	Criminal Arrests	Traffic Citations	Non-Traffic Citations	Warnings	Parking Citations	Parking Tickets
Chief	Price	0	0	0	0	0	0
Sgts.	Carl	0	0	0	0	6	70
	Fosse	0	0	0	0	0	0
	Bowman	2	3	6	5	0	0
Police Officers:							
	Cromley	0	5	1	0	0	1
	Hill	0	0	0	0	0	0
	Beck	0	0	1	0	1	1
	Auchter	0	2	3	0	2	0
	Szkodny	0	0	0	0	0	0
	Pfeiffer	0	2	0	3	0	0
	Edgar	1	10	1	0	4	30
	Dombrosky	0	4	1	2	1	14
	Reinford	0	1	1	0	2	33
	Stiver	2	8	2	3	0	2
	Fitzwater	3	7	3	2	2	25
	Lingousky	1	9	4	2	0	3
	Shampanore	0	2	2	0	0	16
PT	Deitterick	0	0	0	0	0	0
Parking Enforcement Officers:							
	Buck	0	0	0	0	86	467
	Verchimak	0	0	0	0	0	95
	Kishbaugh	0	0	0	0	0	0
PT	Anthony	0	0	0	0	34	157
TOTALS:		9	53	0	17	138	914

Chief Scott C. Price



10-1

October
GRAND TOTAL

Public Works Tanks		
<u>DEPARTMENT</u>	<u>GASOLINE (2)</u>	<u>DIESEL (1)</u>
Codes	45.06	0.00
Fire Dept.	0.00	138.24
Police	838.30	37.70
DPW	374.60	740.50
Recycling	82.60	322.50
Airport	0.00	0.00
Ambulance	91.00	0.00
TOTAL (Gallons)	1431.56	1238.94

10-2

TOWN OF BLOOMSBURG FUEL LOG - October 2024							
VEHICLE NO	LICENSE PLATE	DESCRIPTION	PREVIOUS MONTH ENDING MILEAGE	CURRENT MONTH ENDING MILEAGE	MILES TRAVELED	TOTAL GALLONS DISPENSE D	DEPT.
102	MG2235M	19 CHEVY TRAX	12654	12859	205	11.3	CODES
103	MG-1963H	22 CHEVY TRAX	3999	4390	391	10.6	CODES
104	EV59365	06 SPARTAN RESCUE 37	13746	13768	22	15.4	FIRE
105	MG6200M	2022 FORD EXPLORER	21056	22151	1095	81.4	POLICE
106	EV69526	13 FORD FIRE POLICE	8635	8791	156	24.1	FIRE
107	EV71383	18 SPARTAN/TOYNE	5115	5225	110	50.1	FIRE
108	EV59369	01 EMERGENCY TRK 23	1776	2399	623	25.4	FIRE
109	EV64465	99 FORD EXPLORER	74382	74382	0	0	FIRE
110	EV66383	92 INTL 33	36510	36510	0	0	FIRE
111	32978MG	89 FORD UNIT 39	23293	23293	0	0	FIRE
112	EV69314	15 KME KOVATCH	3769	3776	7	18.1	FIRE
113	(PA) H122	RESCUE BOAT	N/A	N/A	N/A	0	FIRE
114	S. EQUIP -1	S.EQUIP - 1	N/A	N/A	N/A	0	FIRE
115	MG6201M	2022 FORD EXPLORER	26076	27054	978	93.1	POLICE
116	MG5589A	17 FORD EXPLORER	78875	79308	433	39.4	POLICE
117	LJW5486	14 FORD TAURUS	90984	90984	0	0	POLICE
118	MG5556G	13 FORD EXPLORER	88112	88675	563	57	POLICE
119	MG4457B	17 FORD EXPLORER	67415	68449	1034	97.7	POLICE
120	MG6202M	2022 FORD EXPLORER	32096	33750	1654	115.4	POLICE
121	HCN5853	08 FORD INTERCEPTOR	102197	102393	196	16	CODES
122	MG8419J	17 FORD EXPLORER	58545	59145	600	51.8	POLICE
123	EQUIPMENT	DUI Equipment	0	0	N/A	0	POLICE
124	MG67108L	K9 VEHICLE	45873	46701	828	75.1	POLICE
125	MGM0565M	19 DODGE CHARGER	23888	24237	349	32.5	POLICE
126	MG6203M	2022 FORD EXPLORER	22513	23398	885	80.6	POLICE
127	MG6204M	2022 FORD EXPLORER	25077	25697	620	49.7	POLICE
128	MG1547L	DUI 2018 FORD	45926	46538	612	64.6	POLICE
129	MG0193C	06 GMC BUCKET TRUCK	46200	46373	173	21.8	PW
130	MG8286L	13 FORD HEAVY DUMP	37237	37725	488	118	PW
131	MG8464D	2008 FORD DUMP	N/A	N/A	N/A	0	PW
132	MG5687B	05 FORD F250	94489	94697	208	24	PW
133	MG1571J	16 FORD F550	52682	59268	6586	47.5	PW
134	MG1144J	95 FORD DUMP TRUCK	1238	67952	66714	30	PW
135	MG4971J	16 FORD 350 CHASIS	48888	79308	30420	51.7	PW
136	MG5036G	12 FORD T-TAG DUMP	662	662	0	0	PW
137	(PA)	MOWER/EQUIPMENT	1195	1195	N/A	58.5	PW
138	EQUIPMENT	FUEL TANK ON F250	1	1	N/A	49.6	PW
139	CAT-Model 242D	Skid Steer	11959	12128	N/A	39.3	PW
140	MG1751M	19 CHEVY TRAX	45027	45768	741	29.5	PW
141	MG-0923M	STREET SWEEPER	19413	20116	703	390.6	PW
142	MG-8146L	2019 F750 DUMP TRUCK	11086	11086	0	0	PW
143	MG-1152M	07 FORD RANGER	88304	88601	297	22.2	PW
144	3245	2019 CAT BACKHOE	2930	2984	54	83.7	PW
145	EV-73928	Ford F150	1638	1638	0	0	FIRE
146	BIG LOADER1147	97 CATERPILLAR LOADER	5735	5735	0	0	PW
147	EQUIP-6032	MCCORMICK TRACTOR	5734	5758	24	28.6	PW
148	EQUIP-1468	BEAST 3680 GRINDER	1996	1996	0	49.6	RC
149	MG9040F	12 FORD ECONO 250	22219	22219	N/A	0	RC
150	79120MG	99 OLD DOMINION	4049	4090	N/A	40.6	RC
151	MG0446F	11 INTL 4X2	26152	26391	239	49.6	RC
152	(PA)	TROM SCREENER	1	1	N/A	0	RC
153	MG46870	07 INTL CURBSIDE	43805	10179	-33626	50	RC
154	84577MG	18 INTL 4300 4X2	20885	21121	236	68.7	RC
155	7890	ISUZU WHITE 16' VAN	18480	18809	329	58.2	RC
156	MG9701L	2000 ODB Trailer	2510	2538	N/A	18.8	RC
157	MG0440F	11 INTL Flat Bed	19249	19553	304	45.2	RC
158	MG2743N	2022 F250	4929	5035	106	24.4	RC
159	MG-2744N	2022 FORD F550	8035	8035	0	0	PW
160	ATV-0701	2017 John Deere Gator	2305	2374	69	37.7	POLICE
161	EV32884	Ambulance	7081	12985	5904	72.7	AMBULANCE
162	EV35102	Ambulance	183151	188311	5160	18.3	AMBULANCE
163	EV31854	Ambulance	5375	5375	N/A	0	AMBULANCE
164	EQUIP-7265	John Deere Backhoe	N/A	N/A	N/A	0	RC
165	EQUIPMENT	Backhoe Midel 310SG	N/A	N/A	N/A	0	RC
166	ZWE0615	ENGINE 23	2317	2317	0	0	Fire
167	MG-5402P	Dump Truck 9235	2686	3099	413	57.2	PW
168	MG-3853P	Dump Truck 1676	1127	1388	261	62.9	PW

Permit Report

2024174	10/2/2024	SALDO	Incorporation/Subdivision	Lot Incorporation/Subdivision	0 05E03 11100000	403407 IRON ST	CHAMBERLAIN CHARLES & CAROL J
2024175	10/2/2024	SALDO	POCKET PARK	add 8x8 storage shed and hot tub	0 05W04 13901000	492494 W MAIN ST	NGUYEN WALLY V & LOAN THI KIM
2024178	10/3/2024	SALDO	Electrical	Replace knob and tube with new wiring, outlets and lighting	157,052 05W05 01600000	110118 W MAIN ST	COMMUNITY STRATEGIES GROUP
2024179	10/4/2024	Electrical	Removal of old greenhouse	Removal of old greenhouse	6,000 05E07 02400000	435 SUMMIT AVE	GREENJACK STEVEN K & KIMBERLY
2024180	10/4/2024	Demolition	Floodplain Development	Replacing/repairing rotten boards on front porch.	3,500 05W03 07200000	28 W FOURTH ST	MORGANS JOHN R
2024186	10/7/2024	Demolition	Floodplain Development	Veolia in conjunction with Hemlock Township. Remove gravel bars and accumulated material around water intake in Fishing Creek	25,000 05E14 01200000	933 COLUMBIA BLVD	DILLON FLORAL CORPORATION
2024189	10/8/2024	Floodplain Development	Floodplain Development	Frame out, wire, pump for apartment on first floor, drywall and finish	1,000 05W07 13700000	606 W THIRD ST	MUSOLINO COLTON P KATLYN M BOLINSKY
2024191	10/15/2024	Floodplain Development	Building	Project is a level 3 alteration of a commercial property to accommodate a new law office. Changes include new finishes throughout, remove and framing some new walls, new restrooms, new Handicap accessible ramp at rear entrance & parking, minor plumbing and mechanical work related to new wall layout and restrooms, electrical work related to new convenience outlets layout, and light fixture changes.	233,000 05E06 00100000	Veolia Water Treatment Plant	BLOOMSBURG WATER COMPANY C/O UNITED WATER
2024129	10/29/2024	Building	Building	Midrite Towing - occupancy change, renovation to building and lot. Repair HVAC, plumbing, electrical, add bathrooms and offices, pave parking lot	4,500 05E03 00700000	28 E PINE AVE	JAG HOUSING LLC
2024159	10/24/2024	Building	Floodplain Development	Homestead Heating LLC - home based occupation, no impact.	216,000 05W04 21601000	238 MARKET ST	LEGACY BRIDGE REALTY LLC
2024172	10/24/2024	Zoning	Building	Exterior Staircase replacement. Using pressure treated lumber. Stringers will be 2" x 12". Risers will be 7 3/4" and stair treads will be 10" in width with 11" for overhang. For railing will be using 4" x 4" posts and 2" x 4" for hand rails. The post in the middle rails will b 3" apart and will set 21" high. 13 total steps	100,000 05E13 09000000	1130 OLD BERTWICK RD	MUSSELMAN TYLER S
2024185	10/22/2024	Building	Building	Remove existing wood deck. Replace deck in kind with pressure treated wood. Deck will be 15'x8' and attached to home.	0 05W03 00500000	425 SCOTT AVE	SNYDER RAYMOND B & TIFFANY J
2024188	10/24/2024	Building	Building	Seda Cog renovation project	0 05W04 08500000	208 W FIRST ST	MALIA SHANE P
2024195	10/24/2024	Building	Floodplain Development	Seda Cog renovation project	6,000 05E03 15500000	228 E FIFTH ST	JOHNSON LINDA D
2024196	10/28/2024	Floodplain Development	Zoning	Home office for a community ABA agency that will serve individuals with autism. No customer service, store front, or customer parking needed at this location.	50,550 05E02 23300000	288 E SEVENTH ST	HUNCHAR WILLIAM R & JUDITH C
2024197	10/24/2024	Zoning			55,000 05W07 09600000	224 LEONARD ST	KASHNER JOHNETTA K
					0 05E18 00200000	112 HEMLOCK LN	SNYDER TODD A & MARCEY I



Town of Bloomsburg

Case Report

IF-1

10/01/2019 - 10/31/2024

Case #	Assigned To	Owner Name	Main Status	Description	Parcel Address	Case Date
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Group: Citation Issued

240211	Kyle Bauman	GOSCIMINSKI RONALD W & JERI G C/O PAM MORENO	Citation Issued	Condemnation	598 W MAIN ST	5/29/2024
240193	Kyle Bauman	ZOOK JOSEPH M	Citation Issued	Tall Grass and Weeds (Pending Adjudication)	223 E SEVENTH ST	5/15/2024
240188	Gregory Ash	NOLASCO DOMINGO CARLOS	Citation Issued	Tall Grass	752 POPLAR ST	5/10/2024
240107	Kyle Bauman	BOONE STEPHEN D DARIAN S JOHNSON	Citation Issued	Exterior Conditions (Pending Adjudication)	119 WEST ST	4/10/2024
240100	Kyle Bauman	MARKS BRIAN R	Citation Issued	Interior Repairs Required	239241 LEONARD ST	4/2/2024
240054	Gregory Ash	HACK KYLE N & WESLEY A	Citation Issued	Dogs/rubbish/Tenant	430432 W FIRST ST	2/9/2024
240036	Kyle Bauman	EHRENZELLER MORGAN S	Citation Issued	Interior Conditions	224 W ANTHONY AVE	1/26/2024
230264	Kyle Bauman	ANDES BRIAN B & JODELL M	Citation Issued	Unlicensed Rental (Pending Adjudication)	639 W PINE AVE	8/30/2023
230238	Gregory Ash	MALIA SHANE P	Citation Issued	Water damage, Condemned	208 W FIRST ST	7/25/2023
230062	Kyle Bauman	LEININGER L ROBERT	Citation Issued	Condemnation - (Pending Adjudication)	222224 W EIGHTH ST	3/16/2023
230054	Michael Reffeor	MITCHELL AUDRA I JUSTIN J HARTMAN	Citation Issued	Deck, weeds, rubbish	106 WEST ST	3/2/2023
230029	Michael Reffeor	EHRENZELLER MORGAN	Citation Issued	Abandoned structure - exterior issues	316 WALLER AVE	2/7/2023
220415	Michael	REIFENDIFER	Citation	Garbage and pets	217	12/13/2022

IF-2

	Reffeor	RICHARD & KAREN G C/O GEORGETTA WYNINGS	Issued		SUMMIT AVE	
220227	Michael Reffeor	REIFENDIFER RICHARD & KAREN G C/O GEORGETTA WYNINGS	Citation Issued	Condemned - Unfit for occupancy	217 SUMMIT AVE	7/19/2022
220089	Kyle Bauman	MALIA SHANE P	Citation Issued	Interior conditions (Units 2, 3, 4, 5 & 6 condemned)	208 W FIRST ST	4/11/2022
210226	Kyle Bauman	ALL ACCESS MONTOUR LLC	Citation Issued	Structure unfit for human occupancy/ Grass and weeds	405 MILLVILLE RD	7/13/2021
210223	Kyle Bauman	IVY LEA PROPERTIES LLC	Citation Issued	Roof Damage & Weeds (Condemned)	516518 OLD BERWICK RD	7/12/2021
210215	Michael Reffeor	PENMAN JANINE	Citation Issued	Siding, weeds, rubbish	161 E FIFTH ST	7/1/2021
210131	Kyle Bauman	TD CAPITAL MANAGEMENT LLC	Citation Issued	Unlicensed Rental (Pending Adjudication)	407 W NINTH ST	5/7/2021
200466	Michael Reffeor	DEMELFI VINCENT J	Citation Issued	Condemned by Officer Bauman on other case. (Plan of action completion 6-1-21 deadline) Dilapidated structure (2 citations issued)	239241 W FIRST ST	11/5/2020
190049	Kyle Bauman	FEATHERMAN BRADLEY & CHRISTINE	Citation Issued	Exterior Conditions - Several Citations Issued.	571 W THIRD ST	10/22/2019

Group Total: 21

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Total Records: 21

11/8/2024

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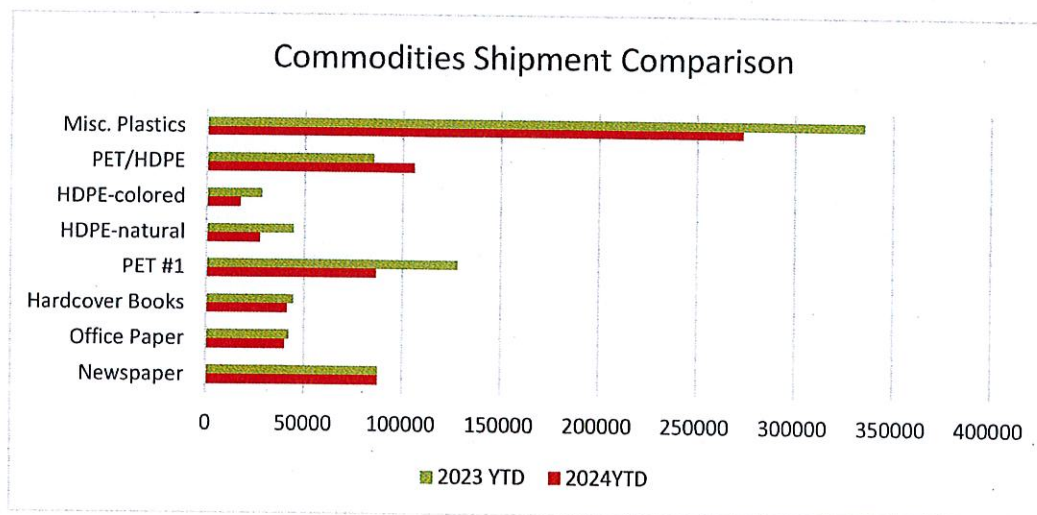
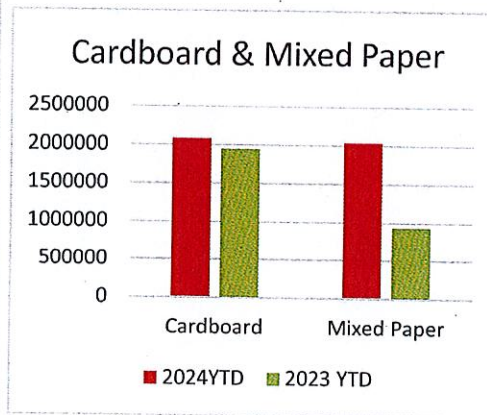
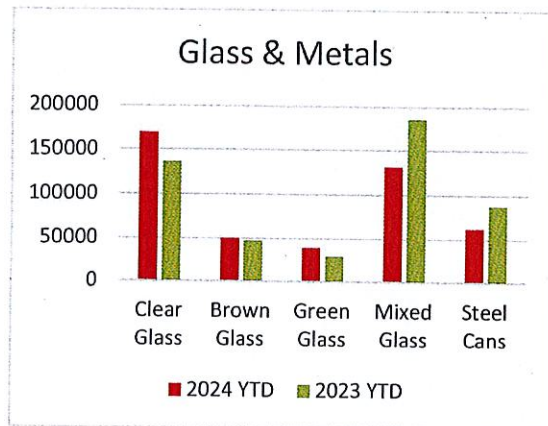
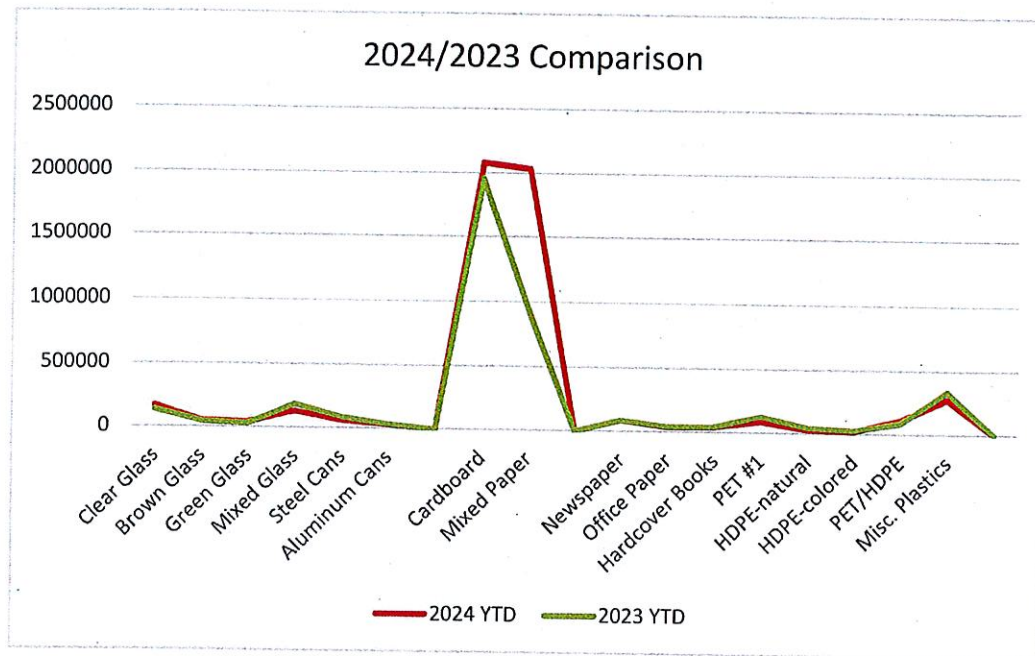
**BLOOMSBURG RECYCLING CENTER
MONTHLY SUMMARIES
OCTOBER 2024**

I. <u>COLLECTIONS:</u>	<u>Tons</u>
A. Bloomsburg Curbside	12.70
B. Commercial Collections	219.00
C. Center Drop-Off's	70.97
D. Cluster Collections	0.28

MONTHLY TOTAL	<u><u>302.95</u></u>
---------------	----------------------

II. <u>SHIPMENTS:</u>	2024 YTD	2023 YTD	OCT
	<u>2024YTD</u>	<u>2023 YTD</u>	
Clear Glass	169360	136700	33435
Brown Glass	49450	47490	5445
Green Glass	39105	29990	5730
Mixed Glass	131535	185560	0
Steel Cans	61270	87985	0
Aluminum Cans	32595	33990	0
Cardboard	2080175	1954575	176400
Mixed Paper	2032795	939105	170875
	<u>2024YTD</u>	<u>2023 YTD</u>	
Newspaper	87540	87525	0
Office Paper	40025	42115	0
Hardcover Books	41225	44500	0
PET #1	86420	128095	0
HDPE-natural	27275	44375	0
HDPE-colored	17115	28115	0
PET/HDPE	105725	84900	43310
Misc. Plastics	273425	335545	41820
 TOTAL POUNDS	 5275035	 4210525	 477015
 TOTAL TONNAGE	 <u><u>2637.52</u></u>	 <u><u>2105.26</u></u>	 <u><u>238.51</u></u>

BLOOMSBURG RECYCLING CENTER MONTHLY SUMMARIES OCTOBER 2024



Airport Monthly Summary
Oct. 2024

14

		Inches	Gallons	Clock Gauge	Stick Gauge
A	Beginning 1 Oct	28.5	1,246.70	X	X
	30 Oct Pre Delivery	14.5	476.30	X	X
	30 Oct Post Delivery	67.25	3,751.60	X	
	31 Oct. Ending Balance	66.875	3,728.70	X	
B	Local Fuel Sold	1,579.30			
	Transient Fuel Sold	726.80			
	Total Gallons Sold	2,306.10	Matches Oct. Invoicing		
C.	Courtesy Car	Marleys			
	Courtesy Car	Bloom Diner	3		
	Courtesy Car	Bloom U			
	Courtesy Car	OIP	2		
	Courtesy Car	Giant			
	Courtesy Car	CVS			
	Gallons Fuel Purchased	206.4			
			Operations		
D	Oct. Flight Activity				
	Logged not related to Fuel		22		
	Military (many are night ops)	Helicopters	12		
	Helicopters	Training	6		
	Training		1120		
	Training		400		
	From Fuel Log		130		
E	Anticipated # of operations missed in 1 month		500		
F	Columbia Aircraft Services		20		
	There are likely more for CAS in this category		40		
	TOTAL		2250		Operations
G	Conference Rm:				
		31-Oct	Diversified	Ck 16290	100
H.	Upcoming Events				
	2 Nov Young Eagle Rally				
	28 Dec. Aero Educate	10:00 - 1:00 PM			

byf

11-1

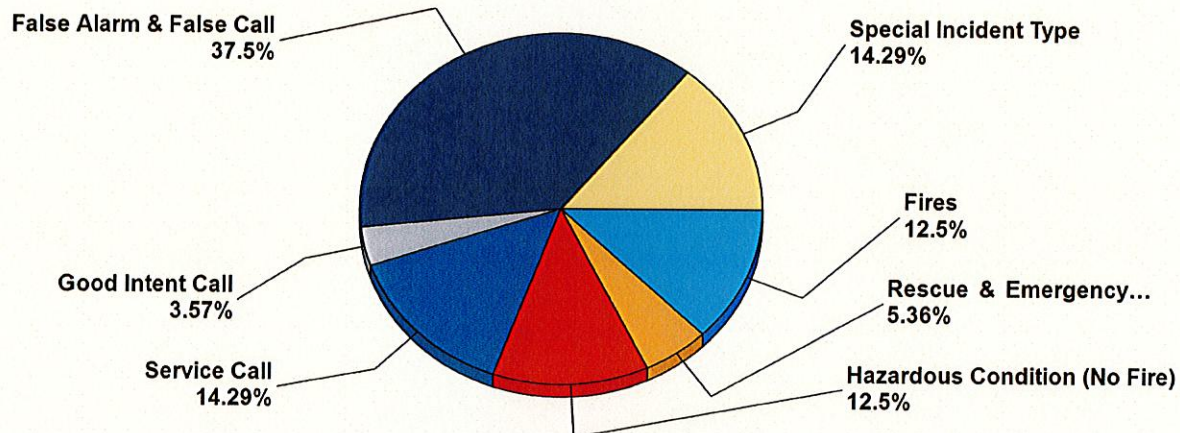
Bloomensburg Volunteer Firefighters Relief Association

Bloomensburg, PA

This report was generated on 11/7/2024 5:40:30 PM

Breakdown by Major Incident Types for Date Range

Zone(s): All Zones | Start Date: 10/01/2024 | End Date: 10/31/2024



MAJOR INCIDENT TYPE	# INCIDENTS	% of TOTAL
Fires	7	12.5%
Rescue & Emergency Medical Service	3	5.36%
Hazardous Condition (No Fire)	7	12.5%
Service Call	8	14.29%
Good Intent Call	2	3.57%
False Alarm & False Call	21	37.5%
Special Incident Type	8	14.29%
TOTAL	56	100%

Only REVIEWED and/or LOCKED IMPORTED incidents are included. Summary results for a major incident type are not displayed if the count is zero.

11-2

Detailed Breakdown by Incident Type		
INCIDENT TYPE	# INCIDENTS	% of TOTAL
111 - Building fire	2	3.57%
141 - Forest, woods or wildland fire	2	3.57%
160 - Special outside fire, other	3	5.36%
311 - Medical assist, assist EMS crew	1	1.79%
323 - Motor vehicle/pedestrian accident (MV Ped)	1	1.79%
354 - Trench/below-grade rescue	1	1.79%
411 - Gasoline or other flammable liquid spill	1	1.79%
412 - Gas leak (natural gas or LPG)	3	5.36%
442 - Overheated motor	1	1.79%
443 - Breakdown of light ballast	1	1.79%
463 - Vehicle accident, general cleanup	1	1.79%
511 - Lock-out	1	1.79%
551 - Assist police or other governmental agency	6	10.71%
553 - Public service	1	1.79%
611 - Dispatched & cancelled en route	1	1.79%
650 - Steam, other gas mistaken for smoke, other	1	1.79%
710 - Malicious, mischievous false call, other	3	5.36%
733 - Smoke detector activation due to malfunction	1	1.79%
735 - Alarm system sounded due to malfunction	1	1.79%
743 - Smoke detector activation, no fire - unintentional	15	26.79%
746 - Carbon monoxide detector activation, no CO	1	1.79%
900 - Special type of incident, other	8	14.29%
TOTAL INCIDENTS:	56	100%

Only REVIEWED and/or LOCKED IMPORTED incidents are included. Summary results for a major incident type are not displayed if the count is zero.



11-3

Bloomsburg Volunteer Firefighters Relief Association

Bloomsburg, PA

This report was generated on 11/7/2024 5:41:30 PM

Total Incidents per Personnel for Date Range

Personnel: All Personnel | Sort By: Personnel | Start Date: 10/01/2024 | End Date: 10/31/2024

PERSONNEL	COUNT	PERCENTAGE
<u>Adams , Dave</u>	6	10.71 %
<u>Barton , Todd</u>	8	14.29 %
<u>Bergenstock, Caden</u>	2	3.57 %
<u>Beyer , Mike</u>	13	23.21 %
<u>Blass, Brad</u>	7	12.50 %
<u>Cox, Tanner</u>	12	21.43 %
<u>Dove, Richard</u>	4	7.14 %
<u>Dressler, Grace</u>	3	5.36 %
<u>Frantz, Nolan</u>	1	1.79 %
<u>Greenjack , Steve</u>	6	10.71 %
<u>Haggerty, Michael</u>	23	41.07 %
<u>Hall, Chris</u>	6	10.71 %
<u>Harner , Gary</u>	32	57.14 %
<u>Hess, Robert</u>	17	30.36 %
<u>Hillman , Ken</u>	15	26.79 %
<u>Jolly, Patrick</u>	4	7.14 %
<u>Kile , Dan</u>	5	8.93 %
<u>Kile , Elizabeth</u>	10	17.86 %
<u>Knelly , Charles</u>	8	14.29 %
<u>Learn , Jack</u>	1	1.79 %
<u>Mahon , John</u>	9	16.07 %
<u>McBride , Scott</u>	32	57.14 %
<u>McBride, Colby</u>	1	1.79 %
<u>Miller, Tristan</u>	29	51.79 %
<u>Orzolek, Cliff</u>	3	5.36 %
<u>Pedersen, Kevin</u>	2	3.57 %
<u>Reynolds , Jason</u>	9	16.07 %
<u>Reynolds, Lukas</u>	26	46.43 %
<u>Rubendall, Mike</u>	2	3.57 %
<u>Schaeffer , Richard</u>	2	3.57 %
<u>Snyder , Tom</u>	7	12.50 %
<u>Szkodny, Cooper</u>	12	21.43 %
<u>Vought , Tom</u>	3	5.36 %
Sum of Individual Responses	320	
Total Incidents for Date Range	56	

Includes incidents where personnel responded to on or off an apparatus. Only REVIEWED incidents included.



emergencyreporting.com

Doc Id: 274

Page # 1 of 1

2A

BILLS TO BE ACKNOWLEDGED
November 11, 2024

Fund			
01	GENERAL FUND:		
400/486		Administration	\$392,038.06
409		Town Buildings	\$1,865.75
410		Police Protection	\$594,643.83
413		Code Enforcement & Zoning	\$129,475.66
415		Emergency Management	\$24.94
430/431/433/435/436/437		Public Works	\$341,606.30
440		Airport	\$17,966.12
454		Town Park	\$3,270.17
459		Community Garden	\$36.06
		Total	<u>\$ 1,480,926.89</u>
02	STREET LIGHTING FUND		\$6,580.22
03	FIRE FUND		\$13,463.50
04	RECYCLING FUND		\$84,434.26
32	POOL FUND		\$8,678.69
35	LIQUID FUELS FUND		\$209,061.46
37	AIRPORT FUND		\$3,300.00
41	CDBG ENTITLEMENT		\$33,148.00
42	SWIFT		\$189,751.50
	OCTOBER PAYROLL		\$ 378,534.95
	TOTAL BILLS TO BE APPROVED		<u>\$ 2,407,879.47</u>



pennsylvania

DEPARTMENT OF LABOR & INDUSTRY
OFFICE OF UNEMPLOYMENT COMPENSATION TAX SERVICES

651 BOAS ST, RM 915
HARRISBURG, PA 17121-0750

The address on this page may be different than on other pages of this mailing because we are comparing addresses to USPS official address database.

000713



THE TOWN OF BLOOMSBURG
301 E 2ND ST
BLOOMSBURG PA 17815-1963

RECEIVED
NOV 4 2024



pennsylvania

DEPARTMENT OF LABOR & INDUSTRY
OFFICE OF UNEMPLOYMENT COMPENSATION TAX SERVICES

**ELECTION FOR RELIEF FROM CHARGES AND NOTICE OF SOLVENCY FEE
CALENDAR YEAR 2025**

Date: 11/04/2024

UC Account Number: 1904599

THE TOWN OF BLOOMSBURG
301 E 2ND ST
BLOOMSBURG PA 17815

Dear Employer:

Pursuant to Section 213 of the PA Unemployment Compensation (UC) Law, a reimbursable employer may elect to be eligible to request relief from charges if the employer meets certain requirements. For more information about the relief-from-charge option and how to make an election, please see page 2.

Calculation of 2025 Solvency Fee for Relief from Charges:

Fiscal Year 2024 Gross Wages	X	2025 Solvency Fee Rate	=	2025 Solvency Fee
\$3,493,437.34	X	0.0019	=	\$6,637.53

NOTE: IF THE SOLVENCY FEE COMPUTES TO AN AMOUNT THAT IS LESS THAN \$25.00, THE MINIMUM SOLVENCY FEE OF \$25.00 IS PAYABLE.

To elect to be eligible to request relief from charges for benefits corresponding to applications for benefits (AB) that take effect in 2025, you must submit full payment of the solvency fee by **12/04/2024**.

This solvency fee is non-refundable.

Payment may be made either by:

- Accessing your employer self-service portal at www.uctax.pa.gov and remitting electronic payment of the solvency fee in the amount of \$6,637.53 by selecting the Online Solvency Fee Payment option on the Reimbursable Financing Method screen (recommended); or
- Mailing your payment, made payable to the "Pennsylvania Unemployment Compensation Fund" (PA UC Fund), to the Office of Unemployment Compensation Tax Services, PO Box 60848, Harrisburg, PA 17106-0848. *If mailing, please include your UC account number and the words "Solvency Fee" on your remittance.*

You will receive an explanatory notice from the department if your election is not approved.

The earliest AB date for which relief from charges may be requested is 01/05/2025. The last AB date covered by this election is 12/28/2025.

If you have any questions, please contact Employer Tax Services at 866-403-6163 weekdays from 7:30 a.m. to 4:00 p.m. Eastern Time. For more information, access the department's website shown below.

Department of Labor & Industry | Office of UC Tax Services
651 Boas Street | Harrisburg, PA 17121-0750 | www.uc.pa.gov

*Auxiliary aids and services are available upon request to individuals with disabilities.
Equal Opportunity Employer/Program*

Abuse Prevention and Response Policy

1. Policy Statement

Town of Bloomsburg is committed to creating a safe environment that protects all individuals, particularly vulnerable populations, from abuse or molestation, including physical, emotional, and sexual abuse, as well as bullying. The organization has a zero-tolerance policy for any form of abuse committed by employees, volunteers, or associated personnel. All allegations will be taken seriously, promptly investigated, and addressed appropriately. This policy is a core part of the Town of Bloomsburg's ethical and operational standards and must be followed by all staff, contractors, and volunteers.

2. Scope

This policy applies to all employees, volunteers, board members, contracted staff, and any individuals or organizations working with the Town of Bloomsburg. It covers all activities, programs, and services involving interactions with children, seniors, and individuals with disabilities or special needs.

3. Staff Selection and Hiring Process

- **Application and Interviews:** All applicants, including volunteers, must complete a comprehensive application that includes questions on prior convictions. Any history of abuse, violence, or related convictions will disqualify applicants.
- **Personal Interviews and References:** All potential employees and volunteers will undergo a series of questions.
- **Background Checks:** Criminal background checks, including National, State, and Local screenings, will be conducted at hire and every three years thereafter for all employees and volunteers who have regular contact with vulnerable populations. Screening includes checks against the National Sex Offender Registry.

4. Formal Programs and Procedures

- Clear definitions of abuse, molestation, and bullying.
- Detailed hiring processes, including disqualification criteria.
- Training requirements for abuse prevention and recognition.
- Supervision practices (e.g., Two-Adult Rule, no one-on-one interactions).
- Reporting and investigation protocols for suspected abuse.

5. Policies

- **Zero-Tolerance Abuse Policy:** Town of Bloomsburg strictly prohibits any form of abuse or molestation. Any reported incident will be thoroughly investigated, and disciplinary action will follow based on findings.

- **Anti-Bullying Policy:** Bullying, whether physical, verbal, or cyber, is prohibited. Staff are required to intervene when aware of bullying. Hazing, particularly in team environments, is also strictly forbidden.
- **Social Media Policy:** Staff and volunteers must follow strict social media guidelines, ensuring no inappropriate content, language, or images involving children are posted. Parents and guardians may report any concerns or inappropriate content.
- **Critical Incident Management:** In case of an abuse allegation, Town of Bloomsburg will follow a defined protocol, which includes notifying parents or guardians, reporting to authorities, and communicating appropriately with the media.

6. Training & Acknowledgment

- **Acknowledgment of Policy:** All non-bargaining employees, are required to sign a written acknowledgment of the Abuse Prevention and Response Policy, affirming their understanding and agreement to abide by the policy and all related procedures.

7. Reporting Procedures

- **Internal and External Reporting:** Any staff or volunteer suspecting or becoming aware of abuse must immediately report it to their supervisor or designated reporting authority within the organization. Failure to report abuse to proper authorities may result in disciplinary action.
- **Confidentiality and Non-Retaliation:** All reports will be handled confidentially to protect the privacy of all parties involved, and the Town of Bloomsburg prohibits any form of retaliation against individuals who report suspected abuse in good faith.

8. Review and Compliance

The Town of Bloomsburg commits to regular policy reviews and compliance checks to ensure these guidelines remain current and effective. Policy revisions will be communicated, and training will be provided as necessary.

This **Abuse Prevention and Response Policy** provides a structured approach to safeguarding against abuse, addressing prevention, clear protocols, and accountability to protect all individuals within the Town of Bloomsburg's care and maintain a secure environment.

3A-1

Contractor's Application for Payment

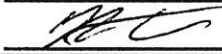
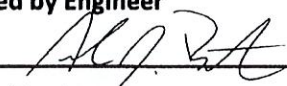
Owner: <u>Town of Bloomsburg</u>	Owner's Project No.: <u>1004-29</u>
Engineer: <u>LIVIC Civil, LLC</u>	Engineer's Project No.: <u>1004-29</u>
Contractor: <u>Mitchell Knorr Contracting</u>	Contractor's Project No.: _____
Project: <u>Bloomsburg Area Recreational Trail</u>	
Contract: <u>Bloomsburg Area Recreational Trail</u>	
Application No.: <u>7</u>	Application Date: <u>10/30/2024</u>
Application Period: From <u>4/2/2024</u> to <u>10/25/2024</u>	

1. Original Contract Price	\$ 1,410,997.13
2. Net change by Change Orders	\$ 263,644.27
3. Current Contract Price (Line 1 + Line 2)	\$ 1,674,641.40
4. Total Work completed and materials stored to date (Sum of Column G Lump Sum Total and Column J Unit Price Total)	\$ 1,674,641.40
5. Retainage	
a. <u>0%</u> X \$ 1,674,641.40 Work Completed	\$ -
b. _____ X \$ - Stored Materials	\$ -
c. Total Retainage (Line 5.a + Line 5.b)	\$ -
6. Amount eligible to date (Line 4 - Line 5.c)	\$ 1,674,641.40
7. Less previous payments (Line 6 from prior application)	\$ 1,669,617.48
8. Amount due this application	\$ 5,023.92
9. Balance to finish, including retainage (Line 3 - Line 4)	\$ -

Contractor's Certification

The undersigned Contractor certifies, to the best of its knowledge, the following:

- (1) All previous progress payments received from Owner on account of Work done under the Contract have been applied on account to discharge Contractor's legitimate obligations incurred in connection with the Work covered by prior Applications for Payment;
- (2) Title to all Work, materials and equipment incorporated in said Work, or otherwise listed in or covered by this Application for Payment, will pass to Owner at time of payment free and clear of all liens, security interests, and encumbrances (except such as are covered by a bond acceptable to Owner indemnifying Owner against any such liens, security interest, or encumbrances); and
- (3) All the Work covered by this Application for Payment is in accordance with the Contract Documents and is not defective.

Contractor: <u>Mitchell Knorr Contracting</u>	
Signature: <u></u>	Date: <u>10/29/24</u>
Recommended by Engineer	Approved by Owner
By: <u></u>	By: _____
Title: <u>Engineer</u>	Title: _____
Date: <u>10/25/2024</u>	Date: _____
Approved by Funding Agency	
By: _____	By: _____
Title: _____	Title: _____
Date: _____	Date: _____

Progress Estimate - Unit Price Work

Owner:	Town of Bloomsburg	Contractor's Application for Payment
Engineer:	UWIC Civil, LLC	Owner's Project No.: 1004-29
Contractor:	Mitchell Knorr Contracting	Engineer's Project No.: 1004-29
Project:	Bloomsburg Area Recreational Trail	Contractor's Project No.:
Contract:	Bloomsburg Area Recreational Trail	

Application No.: 7		Application Period:		From	04/02/24	to	10/25/24	Application Date:		10/30/24

Unit Price

EJCDC C-620 Contractor's Application for Payment

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Progress Estimate - Unit Price Work

Owner:	Town of Bloomburg	Contractor's Application for Payment
Engineer:	LWIC Civil, LLC	Owner's Project No.: 1004-29
Contractor:	Mitchell Knorr Contracting	Engineer's Project No.: 1004-29
Project:	Bloomburg Area Recreational Trail	Contractor's Project No.:
Contract:	Bloomburg Area Recreational Trail	

Application No.:	7	Application Period:	From	04/02/24	to	10/25/24	Application Date:	10/30/24
0849-0010	Rock Construction Entrance		112.00	SY	30.00	3,360.00	3,360.00	100%
0867-0012	Compost Filter Sock, 12" Diameter		3,950.00	LF	6.00	23,700.00	23,700.00	100%
0901-0001	Maintenance and Protection of Traffic During Construction		1.00	LS	5,000.00	5,000.00	5,000.00	100%
0931-0001	Post Mounted Sign, Type B		495.00	SF	51.97	25,725.15	29,921.73	116%
0935-0001	Post Mounted Sign, Type F		45.00	SF	23.10	1,039.50	2,165.63	208%
0937-0300	Flexible Delineator Post, Surface-Mounted, Type SM-1, White		99.00	EA	42.52	4,209.48	4,209.48	100%
0937-0320	Flexible Delineator Post, Ground-Mounted, Type GM-1, White		24.00	EA	47.25	1,134.00	1,134.00	100%
0960-0005	6" White Hot Thermoplastic Pavement Markings		480.00	LF	6.60	3,168.00	3,168.00	100%
0960-0021	24" White Hot Thermoplastic Pavement Markings		480.00	LF	30.00	14,400.00	14,400.00	100%
0960-0220	White Hot Thermoplastic Legend, "Straight Arrow", 12'-0" x 1'-8"		7.00	EA	330.00	2,310.00	2,310.00	100%
0962-1000	4" White Waterborne Pavement Markings		1,210.00	LF	1.00	1,210.00	2,183.00	180%
0962-1001	6" White Waterborne Pavement Markings		6,300.00	LF	1.10	6,930.00	12,156.10	175%
0962-1003	12" White Waterborne Pavement Markings		50.00	LF	3.00	150.00	120.00	80%
0962-1004	24" White Waterborne Pavement Markings		125.00	LF	5.00	625.00	495.00	79%
0962-1005	4" Yellow Waterborne Pavement Markings		7,200.00	LF	1.00	7,200.00	6,862.00	95%
9000-0001	Rock Apron 1		1.00	LS	18,562.50	18,562.50	18,562.50	100%
9000-0002	Rock Apron 2		1.00	LS	1,500.00	1,500.00	1,500.00	100%

Progress Estimate - Unit Price Work

Owner:	Town of Bloomburg	Contractor's Application for Payment
Engineer:	UVC Civil, LLC	Owner's Project No.: 1004-29
Contractor:	Mitchell Knorr Contracting	Engineer's Project No.: 1004-29
Project:	Bloomburg Area Recreational Trail	Contractor's Project No.:
Contract:	Bloomburg Area Recreational Trail	

Application No.:	7	Application Period:	From	04/02/24	to	10/25/24	Application Date:	10/30/24
9000-0003	Rock Apron 3	1.00	LS	1,500.00	1,500.00	1.00	1,500.00	100%
9000-0004	Rock Apron 4	1.00	LS	1,500.00	1,500.00	1.00	1,500.00	100%
9000-0005	Rock Apron 5	1.00	LS	16,933.00	16,933.00	1.00	16,933.00	100%
9000-0006	Rock Apron 6	1.00	LS	17,718.75	17,718.75	1.00	17,718.75	100%
9000-0009	Erosion and Sediment	1.00	LS	25,000.00	25,000.00	1.00	25,000.00	100%
9000-0013	Temporary Dewatering	1.00	LS	31,480.00	31,480.00	1.00	31,480.00	100%
9000-0014	95" x 67' 3x1 Corrugations, Corrugated Metal Elliptical Arch Pipe, Minimum 50 Year Design Life	55.00	LF	915.00	50,325.00	55.00	50,325.00	100%
9000-0015	78" Reinforced Concrete Pipe, Type A, < 2' Fill, 100 Year Design Life	25.00	LF	2,307.00	57,675.00	25.00	57,675.00	100%
9000-0016	Redi-Rock Retaining Wall	1.00	LS	18,000.00	18,000.00	1.15	20,700.00	115%
9000-0017	Fixed Bollard	3.00	EA	1,060.00	3,180.00	2.00	2,120.00	67%
9000-0020	Removable Bollard	4.00	EA	1,300.00	5,200.00	4.00	5,200.00	100%
9000-0021	6" Pavement Base Drain	4,500.00	LF	22.00	99,000.00	2,501.00	55,022.00	56%
9000-0023	Proposed Channel 1	100.00	LF	32.00	3,200.00	100.00	3,200.00	100%
9000-0027	DCNR Sign	2.00	EA	400.00	800.00	2.00	800.00	100%
9000-0035	Wood Fence	1,180.00	LF	33.00	38,940.00	1,210.00	39,380.00	103%
9000-0036	Color Surface Treatment - Green	900.00	SY	33.00	29,700.00	900.00	29,700.00	100%
9000-0039	Swing Gate	6.00	EA	1,300.00	7,800.00	8.00	10,400.00	133%

Unit Price

ECDC C-620 Contractor's Application for Payment
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3A-4

Progress Estimate - Unit Price Work

Owner:	Town of Bloomsburg	Contractor's Application for Payment
Engineer:	LIVIC Civil, LLC	Owner's Project No.: 1004-29
Contractor:	Mitchell Knorr Contracting	Engineer's Project No.: 1004-29
Project:	Bloomsburg Area Recreational Trail	Contractor's Project No.:
Contract:	Bloomsburg Area Recreational Trail	

Application No.:	7	Application Period:	From	04/02/24	to	10/25/24	Application Date:	10/30/24
9000-0042	15" DW Endwall	1.00	EA	3,250.00	3,250.00		0%	3,250.00
9000-0043	95" x 67" DW Endwall	2.00	EA	33,000.00	66,000.00	66,000.00	100%	
9000-0044	78" DW Endwall	1.00	EA	31,929.00	31,929.00	31,929.00	100%	
9000-0045	60" DW Endwall	1.00	EA	20,550.00	20,550.00	20,550.00	100%	
Original Contract Totals				\$ 1,410,997.13	\$ 1,410,997.13	\$ 1,335,256.24	95%	75,740.89

Unit Price

Progress Estimate - Unit Price Work

Owner:	Town of Bloomburg	Contractor's Application for Payment
Engineer:	LIVC Civil, LLC	Owner's Project No.: 1004-29
Contractor:	Mitchell Knorr Contracting	Engineer's Project No.: 1004-29
Project:	Bloomburg Area Recreational Trail	Contractor's Project No.:
Contract:	Bloomburg Area Recreational Trail	

Application No.:	7	Application Period:	From 04/02/24 to 10/25/24	Application Date:	10/30/24
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Parking Lot									
Item No.	Description	Unit	From	To	Quantity	Unit Price	Total Price	Percentage	Balance
0501-0024	Plain Cement Concrete Pavement, 6" Depth	SY	56.00	150.00	56.00	8,400.00	8,400.00	100%	
0676-0001	Cement Concrete Sidewalk	SY	10.00	300.00	136.00	40,800.00	40,800.00	1360%	(37,800.00)
0858-0001a	Geocell Confinement System (Stone)	SY	700.00	65.50	708.00	46,374.00	46,374.00	101%	(524.00)
0858-0001b	Geocell Confinement System (Grass)	SY	355.00	61.00	360.00	21,960.00	21,960.00	101%	(305.00)
0931-0001	Post Mounted Sign, Type B	SF	14.00	52.00	14.00	728.00	728.00	100%	
0935-0001	Post Mounted Sign, Type F	SF	2.00	24.00	2.00	48.00	48.00	100%	
9000-0033	Conduit	LF	110.00	31.00	110.00	3,410.00	3,410.00	100%	
9000-0046	Junction Boxes	EA	2.00	1,450.00	2.00	2,900.00	2,900.00	100%	
0350-0104	Subbase No. 2A 4" Depth	SY	675.00	19.10	675.00	12,892.50	12,892.50	100%	
0313-0320	Superpave Asphalt Mixture Design, Base Course, PG64S-22, < 0.3 Million ESALS, 25.0 MM Mix, 3" Depth	SY	675.00	27.00	722.00	19,494.00	19,494.00	107%	(1,269.00)
0410-0315	Superpave Asphalt Mixture Design, Wearing Course, PG64S-22, < 0.3 Million ESALS, 9.5 MM Mix, 1 1/2" SRL-L	SY	675.00	12.75	722.00	9,205.50	9,205.50	107%	(599.25)
C01	Subgrade Undercut with No. 4 Stone	Ton	290.00	54.00	290.00	15,660.00	15,660.00	100%	
C01	Subgrade Undercut with Stone	Loads	77.00	400.00	77.00	30,800.00	30,800.00	100%	
C02	18" Shale and 2" of Stone	SY	2,934.00	29.74	2,934.00	87,257.16	87,257.16	100%	
C02	Rain Garden	LS	1.00	16,906.00	1.00	16,906.00	16,906.00	100%	
C02	Removal of Subbase 4" Depth (No. 2A)	SY	(2,934.00)	19.10	(2,934.00)	(56,039.40)	(56,039.40)	0%	(56,039.40)
C02	Removal of 6" Pavement Base Drain	LF	(2,092.00)	22.00	(2,092.00)	(46,024.00)	(46,024.00)	0%	(46,024.00)
C03	Fl. McClure Base Repairs	SY	153.00	100.00	153.00	15,300.00	15,300.00	100%	
C03	Covered Bridge Parking Lot	LS	1.00	7,250.00	1.00	7,250.00	7,250.00	100%	

Unit Price EICDC C-620 Contractor's Application for Payment (c) 2018 National Society of Professional Engineers for EICDC. All rights reserved.

3A-6

Progress Estimate - Unit Price Work

Owner: Town of Bloomsburg		Contractor's Application for Payment																									
Engineer: JVIC Civil, LLC	Owner's Project No.: 1004-29																										
Contractor: Mitchell Knorr Contracting	Engineer's Project No.: 1004-29																										
Project: Bloomsburg Area Recreational Trail	Contractor's Project No.:																										
Contract: Bloomsburg Area Recreational Trail																											
Application No.: 7	Application Period: From 04/02/24 to 10/25/24	Application Date: 10/30/24																									
<table border="1"> <thead> <tr> <th>Quantity</th> <th>Unit</th> <th>Rate</th> <th>Amount</th> <th>Change Order Totals</th> <th>Project Totals</th> </tr> </thead> <tbody> <tr> <td>66,819.76</td> <td>LS</td> <td></td> <td>\$ 359,385.16</td> <td>\$ 359,385.16</td> <td>\$ 1,674,641.40</td> </tr> <tr> <td colspan="4">Change Order Totals</td> <td>\$ 359,385.16</td> <td>\$ 1,674,641.40</td> </tr> <tr> <td colspan="4">Project Totals</td> <td>\$ 1,674,641.40</td> <td>\$ 1,674,641.40</td> </tr> </tbody> </table>				Quantity	Unit	Rate	Amount	Change Order Totals	Project Totals	66,819.76	LS		\$ 359,385.16	\$ 359,385.16	\$ 1,674,641.40	Change Order Totals				\$ 359,385.16	\$ 1,674,641.40	Project Totals				\$ 1,674,641.40	\$ 1,674,641.40
Quantity	Unit	Rate	Amount	Change Order Totals	Project Totals																						
66,819.76	LS		\$ 359,385.16	\$ 359,385.16	\$ 1,674,641.40																						
Change Order Totals				\$ 359,385.16	\$ 1,674,641.40																						
Project Totals				\$ 1,674,641.40	\$ 1,674,641.40																						

Unit Price

EJCDC C-620 Contractor's Application for Payment
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3A-7

3B

SOKOL, INC.
P. O. BOX 366
BLOOMSBURG PA 17815
(570) 784-4411
info@sokolinc.com

PROPOSAL & ACCEPTANCE

PROPOSAL SUBMITTED TO:

Town of Bloomsburg
301 E. Second Street
Bloomsburg PA 17815

PHONE:

FAX:

EMAIL:

DATE: 11/5/24

JOB NAME: Patch pave

JOB LOCATION: Alley behind Trinity House

ARCHITECT:

DATE OF PLANS:

PA136080

WE HEREBY SUBMIT SPECIFICATIONS AND ESTIMATES FOR:

- 1) Saw cut and remove existing asphalt 40' x 5'
- 2) Install 3" 25mm asphalt base course and 1 1/2" 9.5mm asphalt wearing course
- 3) Mill 1 1/2" depth area 44' x 5'
- 4) Install 1 1/2" 9.5mm asphalt wearing course
- 5) Tar seal joint

We propose hereby to furnish material and labor-complete in accordance with above specifications, for the sum of:

Two Thousand Five Hundred Twenty and 00/100-----dollars (\$ 2,520.00)

Payment to be made as follows: Net 30 days

Authorized Signature: _____

All material is guaranteed to be as specified. All work to be completed in a workmanlike manner according to standard practices. Any alteration or deviation from above specifications involving extra costs will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents or delays beyond our control. Owner to carry necessary insurance. Our workers are fully covered by Workmen's Compensation Ins.

Note: This proposal may be withdrawn by us if not accepted within 30 days

Acceptance of Proposal: The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.

Signature: _____

Please return a signed copy to our office.
Thank you.

Date of Acceptance _____

PROJECT APPROACH

The Town of Bloomsburg was issued a Municipal Separate Storm Sewer Permit (MS4) in 2019, for coverage years 2020-2026. The permit requires municipalities to comply with 6 'Minimum Control Measures' (further defined below). LIVIC has submitted annual reports for years 2020, 2021, 2022, and 2023. To date zero comments have been received on any submitted documents, procedures, or administration of the plan.

This year's annual report will include revisions to the Pollution Reduction Plan (PRP). The approved PRP was prepared by Larson Design Group and included a large infiltration basin on each side of State Route 487 near 9th street. As shown, it will not be possible to build these infiltration basins. In addition, the plan calls for a large infiltration basin in the Town Park east of Catherine Street. This basin would encompass the entire area between the pavilion and Kidsburg, adding significant cost. This year's Annual Plan submission will include work done to calculate the sediment reductions from the various rain gardens installed in the Parking Lot projects (Parking Lot D, E, and I), credit from the Little League Improvement projects, and other projects completed after being awarded the 2022 Growing Greener funding.

We propose to complete work on a lump sum basis, specific tasks and associated fees are provided below.

FEES

DESIGN AND CONTRACT PREPARATION

	Budget
1. ANNUAL REPORT	\$5,500
2. POLLUTION REDUCTION PLAN	\$12,500
TOTAL:	\$18,000

SCOPE OF SERVICES

The following Scope of Services outlines the coordination items required for this project:

1. ANNUAL REPORT

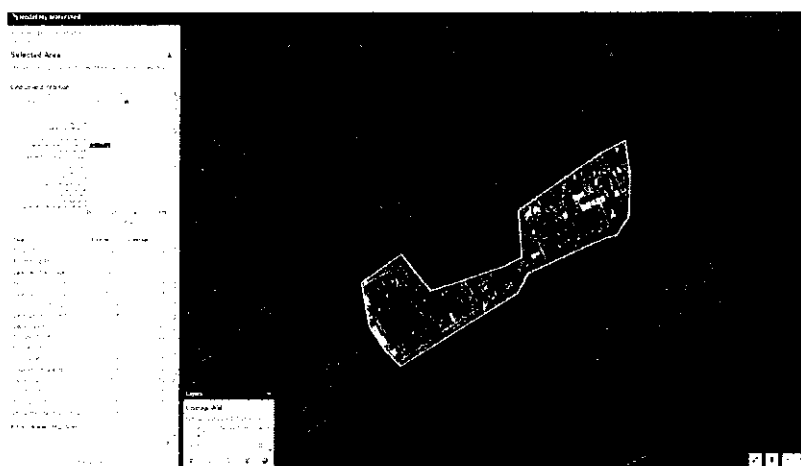
The following summarizes the requirements set forth by PADEP to comply with the administrative requirements of the MS4 Permit

a. MCM #1 PUBLIC EDUCATION AND OUTREACH PROGRAM

MCM #1 is maintained and implemented by Columbia County with support from LIVIC Civil

- BMP #1: Develop, implement, and maintain a written Public Education and Outreach Program
- BMP #2: Develop, implement, and maintain a written Public Education and Outreach Program
- BMP #3: Annually publish one issue of a newsletter, pamphlet, flyer, or webpage that includes general stormwater education information, a description of the SWMP, and/or information about the Township's stormwater management activities.
- BMP #4: In addition to BMP #3, distribute stormwater educational materials and/or information to the target audiences using a variety of distribution methods including, but

BMP -3

INFILTRATION
BASIN

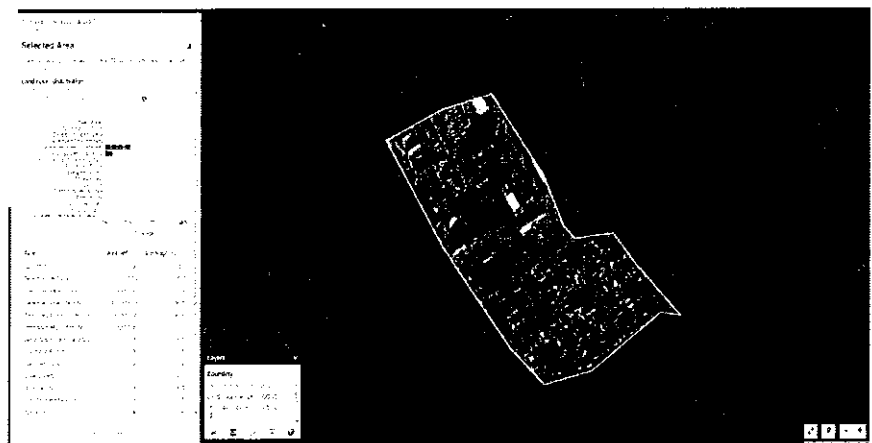
Land Use	Loading Rate (lb/ac/yr)	Sediment Loading (lb/yr)
12.05 impervious acres	1,929.18	23,247.39
13.22 pervious acres	280.39	3,706.98
25.27 total acres		26,954.36 lb/yr to Basin

To account for the sediment removal of the new infiltration basin, the 95% BMP sediment removal efficiency from DEP's BMP Effectiveness Values document must be applied to the 26,954.36 lb/yr from Table 9 as follows:

$$26,954.36 \text{ lb/yr} * 0.95 = 25,606.65 \text{ lb/yr removed}$$

BMP -5

INFILTRATION BASIN – TOWN PARK



Land Use	Loading Rate (lb/ac/yr)	Sediment Loading (lb/yr)
24.50 impervious acres	1,929.18	39,158.74
18.29 pervious acres	280.39	8,428.75
42.78 total acres		52,384.06 lb/yr to Basin

To account for the sediment removal of the new infiltration basin, the 95% BMP sediment removal efficiency from DEP's BMP Effectiveness Values document must be applied to the 52,384.06 lb/yr from Table 10 as follows:

- $52,384.06 \text{ lb/yr} \times 0.95 = 49,384.06 \text{ lb/yr removed}$

not limited to: displays, posters, signs, pamphlets, booklets, brochures, radio, local cable TV, newspaper articles, other advertisements (e.g. at bus and train stops/stations), bill stuffers, presentations, conferences, meetings, fact sheets, giveaways, and storm drain stenciling.

b. MCM #2 PUBLIC INVOLVEMENT AND PARTICIPATION PROGRAM

MCM #2 is maintained and implemented by Columbia County with support from LIVIC Civil

- BMP #1: Develop, implement, and maintain a written Public Involvement and Participation Program (PIPP) that describes participation activities and methods for encouraging the public's involvement and input.
- BMP #2: The permittee shall advertise to the public and solicit public input on the following documents prior to adoption or submission to DEP:
- BMP #3: Regularly solicit public involvement and participation from the target audience groups using available distribution and outreach methods. This shall include an effort to solicit public reporting of suspected illicit discharges. Assist the public in their efforts to help implement the SWMP.
- BMP #4: In addition to BMP #3, distribute stormwater educational materials and/or information to the target audiences using a variety of distribution methods, including but not limited to: displays, posters, signs, pamphlets, booklets, brochures, radio, local cable TV, newspaper articles, other advertisements (e.g. at bus and train stops/stations), bill stuffers, presentations, conferences, meetings, fact sheets, giveaways, and storm drain stenciling.

c. MCM #3 ILLICT DISCHARGE DETECTION AND ELIMINATION (IDD&E)

- BMP #1: Develop and implement a written program for the detection, elimination, and prevention of illicit discharges into the regulated small MS4.
- BMP #2: Develop and maintain map(s) that show permittee and urbanized area boundaries, the location of all outfalls and, if applicable, observation points, and the locations and names of all surface waters that receive discharges from those outfalls. Outfalls and observation points shall be numbered on the map(s).

d. MCM #4 CONSTRUCTION SITE STORMWATER RUNOFF CONTROL

- BMP #1: The Town of Bloomsburg may not issue a building or other permit or final approval to those proposing or conducting earth disturbance activities requiring an NPDES permit unless the party proposing the earth disturbance has valid NPDES Permit coverage (i.e., not expired) under 25 Pa. Code Chapter 102.
- BMP #2: Notify DEP or the applicable county conservation district (CCD) within 5 days of the receipt of an application for a permit involving an earth disturbance activity consisting of one acre or more, in accordance with 25 Pa. Code § 102.42.

- BMP #3: Enact, implement, and enforce an ordinance or SOP to require the implementation and maintenance of E&S control BMPs, including sanctions for non-compliance, as applicable.
- e. MCM #5 POST-CONSTRUCTION STORMWATER MANAGEMENT (PCSM) IN NEW DEVELOPMENT AND REDEVELOPMENT**
- BMP #1: Enact, implement, and enforce a Stormwater Management Ordinance to require post-construction stormwater management from new development and redevelopment projects, including sanctions for non-compliance.
 - BMP #2: Develop and implement measures to encourage and expand the use of Low Impact Development (LID) in new development and redevelopment. Measures should also be included to encourage retrofitting LID into existing development that is inconsistent with LID practices and repeal sections of ordinances that conflict with LID practices. Submission of an ordinance that is consistent with DEP's 2022 Model Stormwater Management Ordinance (3800-PM-BCW0100j) will satisfy this BMP.
 - BMP #3: Ensure adequate O&M of all post-construction stormwater management BMPs installed at development or redevelopment projects that disturb greater than or equal to one acre, including projects less than one acre that are part of a larger common plan of development or sale.
- f. MCM #6 POLLUTION PREVENTION/GOOD HOUSEKEEPING**
- BMP #1: List operations owned or operated by the Town that have potential for generating pollution in stormwater runoff to the regulated small MS4, including activities conducted by contractors for the permittee. Activities may include street sweeping; snow removal/deicing; inlet/outfall cleaning; lawn/grounds care; general storm sewer system inspections, maintenance, and repairs; park and open space maintenance; municipal building maintenance; new construction and land disturbances; right-of-way maintenance; vehicle operation, fueling, washing, and maintenance; and material transfer operations, including leaf/yard debris pickup and disposal procedures. Facilities may include streets, highways, parking lots and other large paved surfaces; maintenance and storage yards; waste transfer stations; parks; fleet or maintenance shops; wastewater treatment plants; stormwater conveyances; riparian buffers; and stormwater storage or treatment units.
 - BMP #2: Develop, implement, and maintain a written O&M program for all operations that could contribute to the discharge of pollutants from the regulated small MS4, as identified under BMP #1. This program shall address stormwater collection or conveyance systems within the regulated MS4. The written O&M program shall contain site-specific information on pollution prevention and good housekeeping measures.
 - BMP #3: Develop and implement an employee training program that addresses appropriate topics to further the goal of preventing or reducing the discharge of pollutants from operations to the regulated small MS4. The program may be developed and implemented using guidance and training materials that are available from federal, state, or local agencies and other organizations. All relevant employees and contractors shall receive

training (i.e., public works staff; building, zoning, and code enforcement staff; engineering staff; police and fire responders; etc.). Training topics shall include operation, inspection, maintenance, and repair activities associated with any of the operations identified under BMP #1. Training must cover all relevant parts of the permittee's overall stormwater management program that could affect operations, such as illicit discharge detection and elimination, construction sites, and ordinance requirements.

Operation	Activity	Opportunity for Pollution
Pollution Prevention	Floor drains	Floor drains in garage are fitted with oil separators
	Roof leader	Leaders connect and discharge directly to storm sewer
	Frequency	Oil changes are done once a year inside the garage
Vehicle Maintenance	Fueling	Fueling is done off site at local gas stations
	Washing	Washing is done inside the garage where runoff drains to floor drains with oil and grit separator
	Storage	Fleet vehicles are stored inside buildings
	Oil/lubricant	Oil/lubricant is discarded at garages with a waste oil burner
Material Storage	Spill cleanup	Floor dry is used for spill cleanups
	Salt and Cinders	Salt is stored inside a covered building; cinders are stored outside in the stockyard
Material Handling	Oil/lubricant	Oil/lubricant is stored in 55-gallon drums or quart size containers inside the garage
	Topsoil	Topsoil is stored outside in the stockyard covered with tarp
Landscape Maintenance	Lawn care	Grass cutting is done once per week
	Leaf collection	Collection occurs two days a week October – December
	Winter maintenance	Salt/cinders/deicers are applied at a 1:1 or 1:2 mix depending on plow routes and traffic volumes; the application rate is 600-800 pounds per lane mile

2 POLLUTION REDUCITON PLAN

- Pollution generation is determined by land coverage. The DEP requirement is to reduce the generated sediment by 10% (with satisfies Phosphorus and Nitrogen reductions). Total reduction is approximately 185,000 lbs.
- Additional BMPs must be added to the report to offset removing previous project No. 3 and No. 5 (see attached)
 - a. Completed projects will be added to the PRP. Calculations showing drainage area, land coverage types, and BMP efficiencies will be provided to quantify the sediment reductions at each new BMP that was installed:
 - ✓ Parking Lot C Rain Garden
 - ✓ Parking Lot D – 3 Rain Gardens
 - ✓ Parking Lot E – 5 Rain Gardens and 1 Hydrodyanmic Structure
 - ✓ Parking Lot I – 3 Rain Gardens
 - ✓ Little League Fields – 2 Basins
 - ✓ Recycling Center – Stream Restoration

- b. Additional locations of projects will be investigated and added as required to achieve the required pollution reduction.

ADDITIONAL CONTRACT DETAILS

REIMBURSABLE EXPENSES

Expenses

Postage, mileage, full size submission prints and permit/application fees are considered reimbursable expenses.

Reimbursable Permit Fees/Project Expenses Estimated

- ❖ Postage, Prints, Mileage, Permit Fees at Cost



2025
ENGINEERING
RATE SCHEDULE

⊕ Principal.....	\$200.00
⊕ Director.....	\$200.00
⊕ Program Manager	\$189.00
⊕ Sr. Project Manager/Engineer.....	\$177.00
⊕ Group Manager.....	\$170.00
⊕ Project Manager/Engineer.....	\$163.00
⊕ Sr. Project Designer	\$157.00
⊕ Sr. Project Coordinator	\$152.00
⊕ Sr. Designer	\$147.00
⊕ Design Engineer	\$140.00
⊕ Project Designer	\$136.00
⊕ Project Coordinator.....	\$126.00
⊕ Designer	\$115.00
⊕ CAD Technician	\$95.00
⊕ Land Use Planner.....	\$100.00
⊕ GIS Specialist.....	\$140.00
⊕ GIS Technician	\$100.00
⊕ Construction Manager	\$152.00
⊕ Construction Specialist	\$115.00
⊕ Construction Inspector	\$105.00
⊕ Administrative Assistant	\$80.00
⊕ Survey Manager.....	\$163.00
⊕ Surveyor	\$105.00
⊕ 2-Man Survey Crew.....	\$184.00
⊕ 1-Man Survey Crew.....	\$105.00

REIMBURSABLE COSTS

⊕ Mileage.....	At current IRS approved rate
⊕ Lodging & Meals.....	At Cost
⊕ Full Size Plots.....	\$0.67 / sq ft
⊕ Permit /Application Fees.....	At Cost + 10%
⊕ Postage & Overnight Delivery	At Cost
⊕ Subconsultant Expenses	At Cost + 10%
⊕ All other Reimbursable Expenses	At Cost + 10%

Engineering services provided by LIVIC Civil shall be based on the fees and expenses outlined and remain effective for the 2025 calendar year.

Engineering services provided by LIVIC Civil shall be based on the fees and expenses outlined and remain effective for the 2025 calendar year.

FI



October 14, 2024

The Town of Bloomsburg
301 E. 2nd Street
Bloomsburg, PA 17815
Attn: Lisa Dooley

Re: Roof Repairs
Bloomsburg Airport
301 Airport Road
Bloomsburg, PA 17815
Providence Project #241634

Dear Lisa:

Providence Engineering (Providence) is pleased to submit our proposal for structural engineering services to be provided for the planned additions and renovations to Bloomsburg Airport located in Bloomsburg, PA.

Our proposal and scope of services are based on our site visit completed on August 16, 2024, and your email dated August 5, 2024.

PROJECT DESCRIPTION

As we understand it, the project will include the re-roofing of the airport hangar, mechanic shops, and offices located at the south-east portion of the site. The hangar portion of the roof framing is included in the architectural scope of work, as it is understood that the hangar roof will be replaced in-kind, and architectural roofing details will be included.

The remaining portions of the roof will consist of a new structural system to be installed over the existing roof and will span between existing roof bearing points. The existing structure was not visible to us during our site visit, but photos were provided that showed the roofing peeled back and extensive rot to the decking and joists below. The proposed design will span from exterior walls to interior steel beams. And will consist of either hot-rolled steel channel joists or steel bar joists. Reinforcing of the existing beams and exterior walls will likely be required. Electrical service to each of the buildings will need to be relocated by a licensed electrician. No allowance for electrical, mechanical, or plumbing engineering work is included in this design.

STRUCTURAL SCOPE OF SERVICES

A. Structural Engineering Services

1. In coordination with The Town of Bloomsburg (Bloomsburg), Providence will evaluate and make recommendations for the appropriate structural systems to be utilized in construction.



2. Providence will attend up to 3 virtual meetings (via Go-to-Meetings or similar method) with the client.
3. Providence has included a kick-off meeting and design review meetings at Bloomsburg's office during the design phase for progress review of the design. Tentatively scheduled, there will be 30%, 60% and 90% review meetings.
4. Providence will perform pertinent calculations, in accordance with applicable code requirements, to size structural members.
5. Providence will prepare contract drawings in electronic format for the structural portions of the project. Autodesk Revit software will be utilized for the development of the contract drawings in accordance with Providence's standard terms and conditions for BIM implementation.
6. Providence REVIT modeling or AutoCAD drafting of existing structural elements is limited to those portions of the structure directly affected by the proposed renovation(s) and/or addition(s).
7. Electronic drawing files in "portable document format" (PDF) will be provided to Bloomsburg at the completion of the construction document phase for producing bid or contract documents. Reproduction and publishing of bid, construction and/or contract documents will be performed by others and is not included in this proposal.
8. Contract documents will be provided in PDF format only. Any and all data or files that are provided (if any) in digital format including, but not limited to AutoCAD or Revit, are for convenience only and do not constitute contract documents. Providence offers no warranties, expressed or implied, regarding the accuracy of such digital files.
9. Providence will include structural notes on the drawings that define the structural material specifications for the project.
10. Providence will provide permitting drawings stamped by a Professional Engineer registered in the project's jurisdiction. Providence will respond to and make appropriate changes for comments by the Code Official or the reviewing agency before the permit is issued.
11. If the site survey option is selected, Providence will visit the site to record existing conditions for the purpose of preparing the construction drawings. If existing areas are not accessible, Providence will assume existing conditions to complete the documents. The subject areas will require verification by the contractor and may require Providence review once demolition commences. These areas will be considered as hidden conditions. Providence has made no allowance for review of, or additional engineering service for varying hidden conditions discovered during construction as part of this scope of work.
12. If the 3D laser scanning option is selected in lieu of the site survey is provided in the compensation section. Due to the multi-level elevations of the roofs, we recommend 3D scanning to provide a more accurate model of the existing conditions.

B. Construction Phase Services

1. Providence will review and take appropriate action on the Contractor's reviewed and approved structural material submittals and shop drawings. Review of such submittals is not conducted for the purpose of determining the accuracy and quantities or for substantiating instructions for installation or performance of equipment or systems designed by the Contractor, all of which remain the responsibility of the Contractor to the extent required by the contract documents. Providence's review is to determine compliance with the design intent.
 - a. Providence will review each submittal type up to two (2) times. Additional review time beyond two (2) reviews will be compensated on a time and expense basis in accordance with the hourly rate schedule attached.
 - b. Providence will provide a submittal review response within ten (10) business days of receipt.
2. Providence will review and respond to contractor's Request for Information (RFI). If the appropriate information is provided with the RFI, Providence will provide a response within five (5) business days of receipt.
3. Upon review of required special inspection reports, Providence will provide a final letter regarding completion of special inspections requested on the project for structural work. Special inspections reports will be prepared by others in accordance with the contract documents.
4. No site visits during construction are included in this proposal scope; site visits are recommended and may be added to our scope upon your request for an additional fee. Construction site visits allow Providence to maintain awareness of the job progress and to observe, as an experienced design professional, the progress and quality of the work. Based upon information obtained during such visits, Providence shall endeavor to determine if such work is proceeding in general accordance with the contract documents for that portion of the work within the Engineer's responsibility.

The Engineer shall not, during site visits, supervise, direct or have control over the Contractor's work, nor shall the Engineer have authority or responsibility for the means, techniques, sequences or procedures of construction selected by the Contractor, for safety precautions and programs incident to the work of the Contractor or for the failure of the Contractor to comply with laws, rules, regulations, ordinances, codes or orders applicable to the Contractor furnishing and performing the work. Accordingly, the Engineer can neither guarantee the performance of the construction contracts by the Contractor nor assume responsibility for the Contractor's failure to furnish and perform his work in accordance with the contract documents.

ARCHITECTURAL SUB-CONSULTANT SCOPE OF SERVICES

1. If the site survey option is selected, visit the site one time to review the existing conditions.
2. If the 3d Laser scan option is selected, review the laser scan work and consult on the adequacy of the resultant BIM file and PDF files provided by Providence for the roof and elevation studies.

3. One meeting with the Providence drafting staff to review the 3-d model of the roof areas and building elevations. This meeting may be interactive and may provide the design needed to continue with the drafting and preliminary design drawings and model.
4. Provide roof and exterior elevation sketch studies for the design of the new sloped roof areas if needed after the interactive design session with the drafting staff and Engineer. 3 design iterations are included in this fee proposal.
5. Review the Preliminary design drawings and model and provide support in the Client presentation.
6. Meet with the Engineer to help determine the structural system(s) for supporting the new roof structure.
7. Assist in detailing the roof and flashing systems and assist in developing final details
8. Review Permit and Construction drawings prior to submission. Sign and seal any drawings that need to be submitted, if required.

EXCLUDED WORK

The following items are excluded from Providence's scope of work:

- A. Estimates of probable construction cost.
- B. Redesign services during construction resulting from discovery of hidden or changed field conditions or resulting from the Contractor's or Architect's error or request for design change.
- C. Changes, modifications, or revisions to any plans or data that are requested by the client, or the owner's designated representative, when such revisions are not in compliance with applicable building codes and regulations, or when any requested revisions occur after the building permit is issued.
- D. Design of new foundation systems.
- E. Contractor means and methods designs, including but not limited to shoring design and survey of existing dimensions for fit-up of components for fabrication or installation. Construction sequences. Construction scheduling. Construction site safety programs.
- F. Design of temporary shoring and bracing for existing walls, floors or roofs to accommodate the new construction.
- G. Analysis of existing structural members for stiffness or vibration performance when proposed renovations include removal of walls that dampen the structural system.
- H. Civil, electrical, fire protection, geotechnical, material handling, refrigeration, mechanical, or plumbing engineering design.
- I. Participation in a value engineering (VE) effort.
- J. Preparation of bound specifications.

- K. Permit application fees and submission of drawings for permit.
- L. Modifications, design phase review, or construction phase review required for inclusion of panelized/modular construction methods.
- M. Equipment rental of any kind.
- N. Continuous or resident onsite construction observations.
- O. Preparation of As-Built drawings.
- P. Reproduction of shop drawings that are received electronically.
- Q. Design of site-related structures, such as retaining walls, not attached directly to the building structure.
- R. Canopies and/or porte cocheres, unless specifically identified in the Project Description section.
- S. Meetings with Review Agencies.
- T. Providence is not required to perform a structural evaluation of the entire existing facility. The Providence scope of work is limited to areas of proposed modifications specifically identified by the Client for Providence review at interface with new construction and indicated within the scope of work.
- U. Providence has no involvement and will provide no analysis or design to upgrade the existing building's lateral force resisting system to meet current wind and seismic code requirements.
- V. Providence is not required to provide analysis of the existing structural systems to assess their load carrying capacity with the exception of those required for snow drifting resulting from the proposed adjacent construction. Providence has not included in this proposal design of reinforcing the existing structure due to additional snow drift loading, if required. This design work can be performed as an additional service.
- W. Any other service or cost not specifically stated herein.

COMPENSATION

Providence will provide the services listed above for the **lump sum fee of Thirty-Eight Thousand Dollars and Zero Cents \$38,000.00** with the following breakdown by phases:

Site Survey and Model:	\$10,000.00
Structural Construction Document Phase:	\$20,000.00
Architectural Construction Documents:	\$8,000.00
Construction Phase:	Construction phase services will be provided on a time and expense basis per the attached fee schedule.

The **site survey and model** option above may be replaced with the **3D Laser scanning option for \$8,000.00**. This fee is an estimate, and the final cost will be provided once the scanning consultant has been selected.

The various phases noted above will be invoiced on a percentage completion basis.

In the event additional services beyond those identified in our scope of work are required by Bloomsburg or by circumstances beyond our control, Providence will furnish such services upon written authorization of Bloomsburg. Payment for additional services will be charged on a time and expense basis in accordance with the attached rate schedule or otherwise agreed upon lump sum.

The Providence scope of work and fee is based upon a continual progression from schematic design through construction documentation. If the project is put "on hold", there is no allowance included for additional effort associated with project "re-start".

CLIENT RESPONSIBILITIES

Bloomsburg shall provide all criteria and full information as to the requirements for the project including design objectives and constraints, space, capacity and performance requirements, flexibility and expandability, and any budgetary limitations. Providence may rely upon the accuracy of the furnished information without verification. Information will include, but not be limited to, the following:

- A. Provide access and all equipment including ladders, hoisting equipment and certified operators to complete field observations and/or measurements.

This proposal is valid for a period of 90 days from the date above and outlines our scope of services. This proposal, along with the attached terms and conditions, may be used as an agreement between us to perform the work. Please sign this proposal and return it to us as formal direction to proceed upon the project.


If the above proposal does not reflect your understanding of our engagement, or if there are any questions, please contact us. If we do not hear from you before we are given verbal or written notice-to-proceed, we will assume that the requirements set forth in this proposal and the Terms and Conditions are acceptable and will serve as our agreement.

Further, once we are given verbal or written notice-to-proceed, if we have not received other contractual information from you, we will commence our work using invoicing and/or other means understanding that such action(s) will serve in the place of your signature below and utilizing only the attached Terms and Conditions as the agreement between our firms. Contracts, Master Service Agreements (MSA), Purchase Order (PO) terms and Release of Lien (RoL) documents received after such notice-to-proceed will not be reviewed and will have no bearing or legal holding on this project.

If a contract or other document(s) with contractual language is received for our review either prior to or after our notice to proceed, we reserve the right to charge an additional lump sum fee of \$800.00 for the expenses associated with the review (including Providence contract review time and legal fees) of the Contracts, MSA, PO, and/or RoL documents. This lump sum expense item will be billed separately and is in addition to the contract fees stated above. In addition, Providence's modification of such legal documents received prior to or after our notice to proceed shall not affect timely receipt of payment for our services or legal review.

The Parties understand that the terms and conditions of this Proposal shall govern if Providence is provided a notice to proceed or directed either orally or in writing to start work even in the absence of a fully signed proposal. In such a case all terms and conditions from the Proposal shall be applicable and you will be responsible for paying Providence's fees and expenses. Providence reserves its right to withdraw this proposal with written notice and at Providence's convenience.

Sincerely,



Edward H. Starr
Senior Project Manager

Accepted by: _____ Date: _____

Bloomsburg

RATE SCHEDULE

Effective: February 1, 2024

Principal	\$215.00/hour
Senior Consultant	\$205.00/hour
Associate	\$200.00/hour
Senior Project Manager	\$180.00/hour
Project Manager	\$155.00/hour
Project Engineer	\$140.00/hour
Design Engineer II	\$125.00/hour
Design Engineer I	\$110.00/hour
Intern	\$75.00/hour
Designer	\$125.00/hour
CAD Operator II	\$100.00/hour
CAD Operator I	\$80.00/hour
Admin/Technician	\$65.00/hour

The above rates include all support and ancillary costs such as those for taxes and insurances, phone, facsimile and e-mail, mail, postage, and overnight couriers, computer hardware and software, in-house copying and reproduction, travel to locations within 50 miles of our office, and overhead and profit.

Should the work require out-of-house reproduction and publishing, we will perform the extra service and will charge for those services at **cost-plus 10%**. Should the work require (one way) travel to locations more than 50 miles from our office, we will charge for that mileage at the IRS standard mileage rate.

Should the work require the services of sub consultants in other disciplines, we will obtain and coordinate those services and invoice for those services at **cost-plus 10%**.

PROVIDENCE ENGINEERING TERMS AND CONDITIONS

Entire Agreement. This Agreement constitutes the sole, final, and entire agreement and understanding between you ("Client") and Providence Engineering ("Providence"). Providence shall not be bound by any terms, conditions, statements or representations, oral or written, not contained herein. This Agreement may not be changed orally, but only by an agreement in writing signed and executed by the Party against whom enforcement of any waiver, change, modification, consent, or by whom discharge, is sought.

Binding Agreement/Assignment. This Agreement shall be binding upon and shall inure to the benefit of the Client and Providence, as well as both of our respective successors and permitted assigns. Except as expressly permitted herein, Client may not assign or otherwise transfer any rights, interests or obligations under this Agreement without the prior written consent of Providence, which consent may be withheld in the sole and absolute discretion for any reason whatsoever or for no reason.

Standard of Care. Client recognizes that Providence's services require decisions which are not based upon pure science, but rather upon judgmental considerations, including economic feasibility of alternate designs. Providence shall perform the services in accordance with generally accepted engineering practices for the project and location at that time. Services are rendered without any other warranty, expressed or implied, and Providence shall be responsible solely for its own negligence.

Construction Costs. Client shall advise Providence in writing before design commencement of any budgetary limitations for the overall cost of construction. Providence shall endeavor to work within such limitations and will, if requested, submit to Client an opinion of probable construction costs as an additional service. Such estimates will represent Providence's best judgment, but do not represent that bids or negotiated prices will not vary from such construction cost estimates furnished by Providence. Client acknowledges that neither Client nor Providence has control over the costs of labor, materials, or methods by which the contractors determine prices for construction.

Failure to Make Payment. If the Client fails to make payment when due for services and expenses, Providence may, upon seven days written notice to the Client, suspend performance of services under this Agreement. Unless payment in full is received by Providence within seven days of the date of the notice, the suspension shall take effect without further notice. In the event of a suspension of services, Providence shall have no liability to the Client for delay or damage caused because of such suspension of services. Further, Providence has the right to pull its record drawings.

Subconsultants. Providence has the right to employ or retain such independent consultants, associates and subcontractors as it may deem appropriate to assist in the performance of the services required.

Attorneys' Fees. In the event that any action, suit, or other legal or administrative proceeding is instituted or commenced by either of us against the other arising out of or related to this Agreement, if it prevails, Providence shall be entitled to recover its actual attorneys, expert witness, and accountants' fees along with all out-of-pocket expenses and court costs from Client.

Counterparts. This Agreement may be executed in counterparts, each of which is deemed an original, but all of which together are deemed to be one and the same agreement. A signed copy of this Agreement delivered by facsimile, email or other means of electronic transmission is deemed to have the same legal effect as delivery of an original signed copy of this Agreement.

Limitation of Liability. Providence's total liability to Client for any loss or damage, including but not limited to special and consequential damages arising out of or in conjunction with the performance of services or any other cause, including Providence's professional negligent acts, errors, or omissions, shall not exceed if applicable Providence's compensation for reports or opinions, or otherwise the lesser of \$25,000 or the total compensation received by Providence hereunder, except as otherwise provided under this Agreement, and Client hereby releases and holds harmless Providence from any liability above such amount. Additionally, the client will retain and maintain applicable liability insurance for their coverage of their business operations and their projects during the applicable duration of the project's statutes of limitations.

Headings. The headings in this Agreement are for reference only and do not affect the interpretation of this Agreement.

No Third-Party Beneficiaries. This Agreement is for the sole benefit of the Parties and nothing herein, express or implied, is intended to or shall confer upon any other Person any legal or equitable right, benefit or remedy of any nature whatsoever under or by reason of this Agreement.

Severability. It is the intention and agreement of the Parties that, to the fullest extent possible, each provision of this Agreement shall be interpreted in such manner as to be effective, valid and enforceable in accordance with its terms under applicable law. If any provision or any part of any provision of this Agreement is deemed invalid or unenforceable under applicable law, the remainder of this Agreement and of such provision shall not be affected thereby, and shall be interpreted so as to be fully enforceable to the extent of the valid portions thereof.

Governing Law; Venue. The provisions of this Agreement shall be governed by the laws of the State of Pennsylvania, without regard to the conflicts of laws and provisions thereof. Any suit involving any dispute or matter arising under this Agreement may only be brought in the State Courts within Lancaster County, Pennsylvania or the United States District Court for the District of Pennsylvania. The Parties hereto hereby consent to the exercise of personal jurisdiction by any such court with respect to any such proceeding.

Dispute Resolution. Upon written notice of any dispute arising out of this Agreement, the Parties shall attempt to resolve it promptly by negotiation between executives who have authority to settle the Dispute and this process should be completed within 15 days (the "Negotiation"). If the dispute has not been resolved by Negotiation, then the Parties shall proceed to mediation unless the Parties at the time of the dispute agree to a different timeframe in writing. The Parties shall agree on a mediator; however, if they cannot agree within 15 days then they shall consent to the appointment a neutral mediator by a Judge of the Court of appropriate jurisdiction and venue. During the mediation, no Party can assert the failure to fully comply with the Negotiation, as a reason not to proceed or to delay the mediation. Each side shall bear an equal share of the mediation costs unless the Parties agree otherwise. All communications, both written and oral, during Negotiation and Mediation are confidential and shall be treated as settlement negotiations for purposes of applicable rules of evidence. The process shall be confidential based on terms acceptable to the mediator and/or mediation service provider.

Right of Entry. Client agrees to provide rights of entry and all permits and permissions necessary for the completion of Providence's service under the agreement at no cost to Providence.

Re-Use of Documents. All documents, including Drawings and Specifications, prepared by Providence pursuant to this project are instruments of service. They are not intended or represented to be suitable for re-use by the Client or others on extensions of this project or any other project. Any re-use without written verification or adaption by Providence for the specific purposes intended will be at the Client's sole risk and without liability to Providence, and the Client shall indemnify and hold harmless Providence from all claims, damages, losses and expenses, including attorneys' fees, arising out of or resulting therefrom. Any such verification or adaption will entitle Providence to further compensation on rates to be agreed upon between Providence and the Client.

Alterations to Existing Structures. Inasmuch as the remodeling and/or rehabilitation of an existing building requires that certain assumptions be made regarding existing conditions, and because some of these assumptions cannot be verified without expending large sums of additional money, or destroying otherwise adequate or serviceable portions of the building, Client agrees that except for negligence on the part of Providence, Client will hold harmless and indemnify Providence for and against any and all claims, damages, awards and costs of defense arising out of the professional services provided under this document.

Authority to Sign. The individual assigning this Agreement warrants that he has authority to sign as, or on behalf of, Client for whom or for whose benefit Providence's services are rendered.

Compensation. Compensation for services shall be in accordance with the method of charging for professional services specified in the Proposal Letter. Invoices will be issued every two weeks or monthly (depending on project) for services rendered and expenses to be reimbursed payable within thirty (30) days of receipt of the invoice. Interest of 1-1/2% per month will be charged on accounts not paid within thirty (30) days from the date of invoice. Payment to Providence by Client is not contingent on Client receiving monies due Client from 3rd party. Providence is to be paid for work completed (in keeping with project schedule) regardless of whether or not Client receives payment for that work. Changes affecting the scope of services initiated by the Client or due to unforeseen project conditions will necessitate modification of the compensation charged.

Hazardous Materials. Providence and Providence's consultants shall have no responsibility for the discovery, presence, handling, removal or disposal of or exposure of persons to hazardous materials in any form at the Project site, including but not limited to asbestos, asbestos products, polychlorinated biphenyl (PCB) or other toxic substances.

Termination. The obligation to produce further services under this document may be terminated by either Party upon seven (7) days' written notice in the event of substantial failure by the other Party to perform in accordance with the terms hereof through no fault of the terminating party. In the event of any termination, Providence shall be paid for all services to the date of termination, all reimbursable expenses and termination expenses.

Force majeure. Neither party shall be liable for damages or other claim due to default if such default is caused by or in any manner relates to conditions beyond its control, including but not limited to: an act of God (including but not limited to, fire, explosion, earthquake, sinkhole, hurricane, or other weather condition); government restrictions (including but not limited to travel or meeting restrictions imposed or recommended by government authority); emergency or disaster (whether or not declared by government authority); war or hostilities; riots or other conditions presenting a safety concern; strike, lock out or act or threat of civil disorder; act or threat of terrorism; health or safety concern relating to possible existence of infectious disease.

STANDARD TERMS AND CONDITIONS OF BIM IMPLEMENTATION

Between Providence Engineering, hereafter Providence; and Client, named in proposal, hereafter the Client.

GENERAL – The information herein outlines the standard efforts and expectations of project coordination through the implementation of Building Information Modeling (BIM). Deviations from this standard are acceptable provided the exceptions are clearly described in the contract proposal or BIM Execution Plan. The Client recognizes that the Model is for design coordination only. The final project deliverable and contract binding documents are the design drawings, in “portable document format” (PDF) only, for the project which correlate to the Model.

SOFTWARE – Providence will utilize Autodesk Revit as the design authoring software to develop the project Model. The Client understands that the project Model must be developed in a software release available through the current Autodesk subscription. Providence does not have the ability to deliver Models in outdated versions of Autodesk Revit.

TRANSMISSION OF PROJECT MODELS AND DRAWINGS – Providence will provide a current PDF set of the project drawings in addition to the project Model for all coordination and milestone submissions. The Client agrees to provide PDF sets of the Client’s and consultants drawings with all project updates. The Client recognizes Providence will issue coordination Models no more than a weekly frequency.

PROJECT SHARED PARAMETERS – When shared parameters are required to maintain proper information transmission between linked Models, the Client will provide the project shared parameters file by the completion of the design development phase.

PROJECT LOCATION, ELEVATION & DATUM – The project location, elevations and datum shall be established in the Client’s Model by the completion of the design development phase. Providence agrees to orient the Model to align with the locations defined by the Client.

PROJECT STRUCTURAL COLUMN GRID – The final project column grid will be defined by the Providence. The Client understands that Providence will generate the contract drawings depicting the column grids established in Providence’s Model.

LEVEL OF DEVELOPMENT (LOD) OF MODELED PROJECT COMPONENTS – The following standards pertain to contracted design components within the final coordination Model developed by Providence. The Client recognizes that the modeled elements will be at lesser LOD during schematic and development project phases.

Component	Standard LOD	Description
Slabs on Ground	200	Providence Element modeling to include: <ul style="list-style-type: none"> - Overall size and geometry of the slab element - External dimensions of the members - Main openings such as elevators and other shafts Element modeling not by Providence: <ul style="list-style-type: none"> - Sloping surfaces, floor depressions, or edge turndowns
Foundations	300	Elements are modeled to the design-specified size and shape of the foundation. Providence Element modeling to include: <ul style="list-style-type: none"> - Overall size and geometry of the foundation element - External dimensions of the members - Elevations based on design bearing depth and site grading Element modeling not by Providence: <ul style="list-style-type: none"> - Geotechnical Bearing Strata - Site grading
Elevated Slabs & Decks	300	Providence Element modeling to include: <ul style="list-style-type: none"> - Overall size and geometry of the slab or deck element - Representation of anticipated deck profile with correct orientation indicated by symbol & notes only - Opening locations are prescriptively defined with notes for additional miscellaneous framing - Elevations based on project Datum Element modeling not by Providence: <ul style="list-style-type: none"> - Miscellaneous slab edge and deck closure components; roof deck - Sloping surfaces, floor depressions, or edge turndowns
Superstructure Framing	300	Elements are modeled to the design-specified size and shape of the column, beam, joist or main-lateral-force-resisting system bracing. Providence Element modeling to include: <ul style="list-style-type: none"> - Specific sizes of main structural members modeled per defined structural grid with correct location and orientation - Opening locations are prescriptively defined with notes for additional miscellaneous framing - All sloping surfaces included in model element with exception of elements affected by manufacturer selection - Elevations based on project Datum Element modeling not by Providence: <ul style="list-style-type: none"> - Wood or Metal Studs

		<ul style="list-style-type: none"> Connections, gussets, fastening and hold-down components
Superstructure Framing (continued)		<ul style="list-style-type: none"> Miscellaneous framing, bracing for tops of masonry or stud walls; kicker bracing at exterior walls and bridging components
Structural Shear Walls	100	Shear wall elements are generically modeled for design documentation internal to Providence. The model shear wall elements are not intended for coordination with the other design disciplines. The wall elements will be assigned to an individual workset.
Open Web Steel Joists	200	<p>Elements are modeled to the design-specified depth of the joist.</p> <p>Providence Element modeling to include:</p> <ul style="list-style-type: none"> Approximate overall size and centerline location of the joist element Joist seat depth Joist orientation Elevations based on project Datum <p>Element modeling not by Providence:</p> <ul style="list-style-type: none"> Actual final profile with accurate panel point locations Bracing and bridging components
Structural Site Walls	300	<p>Elements are modeled to the design-specified size and shape of the wall and foundation.</p> <p>Providence Element modeling to include:</p> <ul style="list-style-type: none"> Overall size and geometry of the wall and foundation element External dimensions of the members Elevations based on design bearing depth and site grading
Typical Exterior & Site Stairs	000	Elements not modeled by Providence. Representation of design intent the responsibility of the Client. Structural design requirements to be a 2D representation on the contract drawings only.
Typical Interior Stairs	000	Deferred design not by Providence. Representation of design intent the responsibility of the Client.
Wood & Metal Trusses & Manufactured Framing	000	Deferred design not by Providence. Design intent to be a 2D representation on the contract drawings only.
Lintels & Headers	000	Elements not modeled by Providence. Design intent to be a 2D representation on the contract drawings only.
Railing & Ladders	000	Elements not modeled by Providence. Representation of design intent the responsibility of the Client. Structural design requirements to be a 2D representation on the contract drawings only.
Pre-engineered Metal Building	000	Deferred design not by Providence. Representation of design intent the responsibility of the Client.

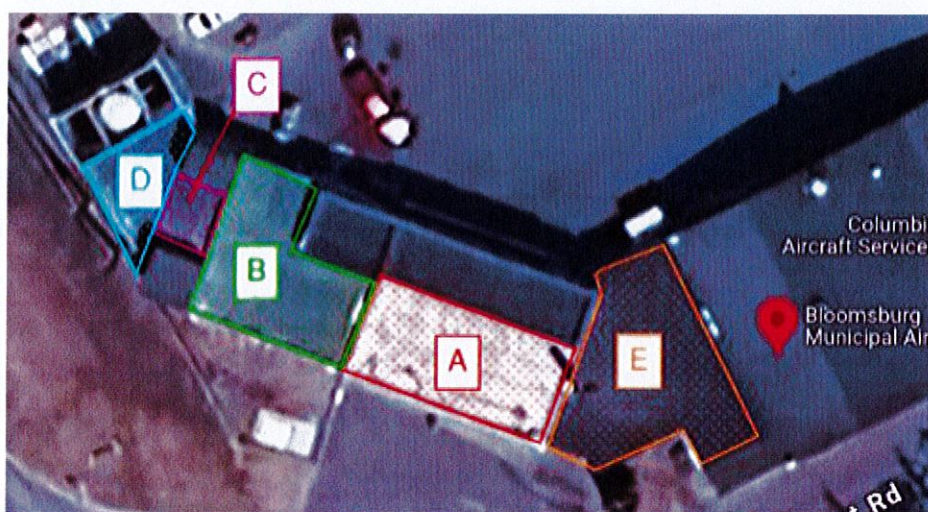
MINIMUM EXPECTATIONS OF CLIENT LOD OF MODELED PROJECT COMPONENTS -

Component	Standard LOD	Description
Wall Assemblies	300	<p>Client element modeling to include:</p> <ul style="list-style-type: none"> Specific overall thickness which accounts for veneer, insulation, airspace, backup, and interior skin for the wall system Nominal dimensioned of wall openings for windows, doors, and large mechanical penetrations Elevations based on project Datum Appropriate walls defined as <i>Structural</i> through coordination with Providence

PROJECT APPROACH

The Town Airport facility has been in need of annual roofing repairs over the past 5-7 years. In July of 2024 the Town was made aware of numerous significant leaks in the existing roofing system and hired a local contractor to investigate and complete new repairs. During these repairs the existing roof rafters were inspected and determined to be in need of replacement. Town has requested a permanent solution to the annual roof maintenance.

The work is broken into two main sections of work; Roofing areas shown below labeled A-E are protected with rubber roofs on minimal slope that are terminated into the stucco wall extensions. It is desired designed a permanent solution to the roof system and construct a sloped roof framing over the existing flat roof areas (shown below)



The second roofing improvements include removal and replacement of existing shingles on the large terminal building.

LIVIC Civil will contract with ZForce Engineering and Miller Rosentel Associates Architects to complete the design and construction phase services.

Please note that it cannot be guaranteed that a new sloped roof structure can easily be constructed on the existing building. Moderate to extensive structural modifications and/or reinforcement may be required to achieve the desired roof configurations and will impact construction costs. These impacts will be reviewed with the Town during the design phase.

We propose to complete with work on a lump sum basis, specific tasks and associated fees are provided below.

FEES

DESIGN AND CONTRACT PREPARATION

	Budget
1. DESIGN	\$37,500
2. CONTRACT AND TECHNICAL SPECIFICATIONS	\$4,500
3. CONSTRUCTION ADMINISTRATION	TBD
4. POST CONSTRUCTION	\$TBD
TOTAL:	\$42,000

SCOPE OF SERVICES

The following Scope of Services outlines the coordination items required for this project:

1 STRUCTURAL DESIGN AND BUILDING DESIGN

1. The design team will conduct a detailed site evaluation, survey existing buildings, and prepare existing roofing drawings.
2. The design team will evaluate and make recommendations for the appropriate structural systems to be utilized in construction. Impacts to design include wind, snow, and new dead loads. Appropriate contingency factors will be applied to existing foundations and structural components.
3. The design team will perform pertinent calculations, in accordance with applicable code requirements, to size structural members.
4. Ancillary impacts will be reviewed for code compliance including: express points (due to removal of windows, fire code impacts and confined space requirements).
5. The design team will analyze all structural connections and design new finishes for the newly exposed walls and roofing system including insulation, trims, connections, etc.
6. The design team will review capture and conveyance of roof water and prepare drawings showing discharge of roof leaders that will not impact airport operations and comply with MS4 requirements.
7. The design team will prepare the permit packaged and work with the Codes Department to secure the building permit.

2 CONTRACT PREPARATION

1. Once the final design is selected, the design team will prepare contract drawings in electronic format for the structural portions of the project. Autodesk AutoCAD software will be utilized for the development of the contract drawings.

2. Electronic drawing files in “portable document format” (PDF) will be provided.
3. The design team will prepare technical specifications and contract manual for this work. It is assumed EJCDC documents and license will provide as the template for these documents.
4. ZFORCE will provide addenda items, sketches, and/or other services necessary to assist LIVIC in clarifying the drawings.
5. LIVIC Civil will coordinate the advertisement per client requirements and attend the pre-bid meeting. Files (hard copy and electronic) will be provided as required. Addenda’s will be provided as required.
6. LIVIC Civil will attend the bid opening and verify all required submission information is included. A formal bid tabulation will be prepared and reviewed with the Town. All notifications and supplement information requests; bonds, insurance, etc. will be issued by LIVIC Civil.

3. CONSTRUCTION ADMINISTRATION – Provided as Draft

The following task list is provided as draft. Scope of work may change dependent on funding agency and determination of final design, tenant requested phasing, mechanical coordination, etc.

Pre-Construction Meeting

LIVIC Civil will attend the pre-construction meeting. Items to be reviewed include schedule, pay rates, traffic/pedestrian impacts, utility interruptions, inspection requirements, etc.

Request for Information/Work Change Directives/Change Orders/Applications for Payments

LIVIC Civil will respond to all RFIs and issue Work Change Directives as necessary. All requested Payment Applications, Change Orders, Substantial Completion, etc will be evaluated and prepared as appropriate.

Inspection

Inspection will be provided by LIVIC Civil. Daily inspection is anticipated, specifically, we will inspect all pipe backfilling, all concrete pour, asphalt placement and verification of subgrade/subbase resiliency.

4. POST CONSTRUCTION- Provided as Draft

The following task list is provided as draft. Scope of work may change dependent on funding agency and determination of final design, inspection requirements, truss systems, etc.

As-Built

LIVIC will complete the as-built information based on contractor provided markups.

Permit Closeout

LIVIC will complete the required NPDES Notice-of-Termination documents; application, deed recordings, certifications, etc.

Grant/Funding Compliance

LIVIC Civil will provide financial documents, and reports to the funding agencies as required.

ADDITIONAL CONTRACT DETAILS

REIMBURSABLE EXPENSES

Expenses

Postage, mileage, full size submission prints and permit/application fees are considered reimbursable expenses.

Reimbursable Permit Fees/Project Expenses Estimated

❖ Postage, Prints, Mileage, Permit Fees At Cost

ASSUMPTIONS/EXCLUSIONS

The following items are assumptions/exclusions that pertain to this proposal:

- ❖ Client, property owner, tenant, vendors and other client consultants shall provide project information in a timely manner to allow for timely completion of the above services.
- ❖ Application/Permit fees required by plan review agencies are to be paid by client.
- ❖ Services required for changes resulting from value-engineering or Peer Review are not included.
- ❖ Redesign services during construction resulting from discovery of hidden or changed field conditions or resulting from the Contractor's error or request for design change.
- ❖ Design or review of existing building foundations.
- ❖ Contractor means and methods designs, including but not limited to shoring design and survey of existing dimensions for fit-up of components for fabrication or installation. Construction sequences. Construction scheduling. Construction site safety programs.
- ❖ Design of temporary shoring and bracing for existing walls, floors, or roofs to accommodate the new construction.
- ❖ Design of relocated mechanical equipment, should it be required.

3G-1

Contractor's Application for Payment

Owner: <u>Town of Bloomsburg</u> Engineer: <u>LIVIC Civil, LLC</u> Contractor: <u>Robert C Young, Inc</u> Project: <u>Recycling Center Improvements</u> Contract: <u>Installation of Multiple Concrete Pads</u>	Owner's Project No.: _____ Engineer's Project No.: <u>1004-54</u> Contractor's Project No.: _____																								
Application No.: <u>1</u> Application Date: <u>10/11/2024</u> Application Period: <u>From</u> <u>9/24/2024</u> <u>to</u> <u>10/11/2024</u>																									
<table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 70%;">1. Original Contract Price</td> <td style="width: 30%; text-align: right;">\$ 64,175.00</td> </tr> <tr> <td>2. Net change by Change Orders</td> <td style="text-align: right;">\$ -</td> </tr> <tr> <td>3. Current Contract Price (Line 1 + Line 2)</td> <td style="text-align: right;">\$ 64,175.00</td> </tr> <tr> <td>4. Total Work completed and materials stored to date (Sum of Column G Lump Sum Total and Column J Unit Price Total)</td> <td style="text-align: right;">\$ 74,231.00</td> </tr> <tr> <td>5. Retainage</td> <td></td> </tr> <tr> <td> a. _____ X \$ 74,231.00 Work Completed</td> <td style="text-align: right;">\$ -</td> </tr> <tr> <td> b. _____ X \$ - Stored Materials</td> <td style="text-align: right;">\$ -</td> </tr> <tr> <td> c. Total Retainage (Line 5.a + Line 5.b)</td> <td style="text-align: right;">\$ -</td> </tr> <tr> <td>6. Amount eligible to date (Line 4 - Line 5.c)</td> <td style="text-align: right;">\$ 74,231.00</td> </tr> <tr> <td>7. Less previous payments (Line 6 from prior application)</td> <td></td> </tr> <tr> <td>8. Amount due this application</td> <td style="text-align: right;">\$ 74,231.00</td> </tr> <tr> <td>9. Balance to finish, including retainage (Line 3 - Line 4)</td> <td style="text-align: right;">\$ -</td> </tr> </table>		1. Original Contract Price	\$ 64,175.00	2. Net change by Change Orders	\$ -	3. Current Contract Price (Line 1 + Line 2)	\$ 64,175.00	4. Total Work completed and materials stored to date (Sum of Column G Lump Sum Total and Column J Unit Price Total)	\$ 74,231.00	5. Retainage		a. _____ X \$ 74,231.00 Work Completed	\$ -	b. _____ X \$ - Stored Materials	\$ -	c. Total Retainage (Line 5.a + Line 5.b)	\$ -	6. Amount eligible to date (Line 4 - Line 5.c)	\$ 74,231.00	7. Less previous payments (Line 6 from prior application)		8. Amount due this application	\$ 74,231.00	9. Balance to finish, including retainage (Line 3 - Line 4)	\$ -
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Contractor's Certification The undersigned Contractor certifies, to the best of its knowledge, the following: (1) All previous progress payments received from Owner on account of Work done under the Contract have been applied on account to discharge Contractor's legitimate obligations incurred in connection with the Work covered by prior Applications for Payment; (2) Title to all Work, materials and equipment incorporated in said Work, or otherwise listed in or covered by this Application for Payment, will pass to Owner at time of payment free and clear of all liens, security interests, and encumbrances (except such as are covered by a bond acceptable to Owner indemnifying Owner against any such liens, security interest, or encumbrances); and (3) All the Work covered by this Application for Payment is in accordance with the Contract Documents and is not defective.																									
Contractor: <u>Robert C Young, Inc</u> <div style="display: flex; justify-content: space-between;"> <div> Signature: <u>Ryan M. Young</u> <small>Digitally signed by Ryan M. Young DN: c=US, e=ryoung@rcyinc.com, o=Robert C. Young Inc., CN=Ryan M. Young Date: 2024.10.12 09:24:23 -04'00'</small> </div> <div> Date: <u>10/12/2024</u> </div> </div>																									
Recommended by Engineer By: <u>[Signature]</u> Title: <u>Project Coordinator</u> Date: <u>10/11/2024</u> Approved by Funding Agency By: _____ Title: _____ Date: _____	Approved by Owner By: _____ Title: _____ Date: _____ By: _____ Title: _____ Date: _____																								

36-2

Progress Estimate - Unit Price Work

Owner:	Town of Bloomsburg	Owner's Project No.:	
Engineer:	LIMC Civil, LLC	Engineer's Project No.:	1004-54
Contractor:	Robert C Young, Inc	Contractor's Project No.:	
Project:	Recycling Center Improvements		
Contract:	Installation of Multiple Concrete Pads		

Application No.: 1 Application Period: From 09/24/24 to 10/11/24 Application Date: 10/11/24

A	B	C	D	E	F	G	H	I	J	K	L
Bid Item No.	Description	Item Quantity	Units	Unit Price (\$)	Value of Bid Item (C X E) (\$)	Estimated Quantity Incorporated in the Work	Value of Work Completed to Date (E X G) (\$)	Materials Currently Stored (not in G) (\$)	Work Completed and Materials Stored to Date (H + I) (\$)	% of Value of Item (J / F) (%)	Balance to Finish (L - J) (\$)
Original Contract											
Base Bid											
0501-0028	Plain Cement Concrete 8" Depth	180.00	SY	135.00	24,300.00	193.00	26,055.00		26,055.00	107%	(1,755.00)
0608-0001	Mobilization	1.00	LS	3,700.00	3,700.00	1.00	3,700.00		3,700.00	100%	-
	Alternate 1				-		-		-		-
0501-0524	Plain Cement Concrete 6" Depth	185.00	SY	107.00	19,795.00	209.00	22,363.00		22,363.00	113%	(2,568.00)
0501-0524	Alternate 2				-		-		-		-
	Plain Cement Concrete 6" Depth	140.00	SY	117.00	16,380.00	189.00	22,113.00		22,113.00	135%	(5,733.00)
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Progress Estimate - Unit Price Work

Progress Estimate - Unit Price Work

Contractor's Application for Payment

Owner:	Town of Bloomsburg	Contractor's Representative for Agreement:	
Engineer:	LIVIC Civil, LLC	Owner's Project No.:	
Contractor:	Robert C Young, Inc	Engineer's Project No.:	1004-54
Project:	Recycling Center Improvements	Contractor's Project No.:	
Contract:	Installation of Multiple Concrete Pads		

[illegible]

ArchCentral Architects
152 W. Main Street
Bloomsburg, PA 17815
susanm@arch-central.com

Invoice 1598

35

BILL TO

Town of Bloomsburg
301 E 2nd Street
Bloomsburg PA 17815

DATE
11/05/2024

PLEASE PAY
\$3,457.66

DUE DATE
11/05/2024

PROJECT

Airport Terminal -interest

PROFESSIONAL SERVICES

SCOPE OF WORK

		QTY	RATE	AMOUNT
Interest	Interest on open invoices #823, #830, #847, #880, #910 from 60 days past Nov 2nd BOA approval to proceed with payment to date of Payment in July 2017 See attached spreadsheet	1	2,041.77	2,041.77
Interest	Interest from August 2017 on open portion of original invoice nvoices 2/29/2016 for \$660 and 3/31/3016 for \$440 for administration of concrete test reviews This was resummarized on the reformed invoice 2017.5 from 5.17.2017. Payment recieved December 2019 Interest from open invoice of August 2017 to 2019	1	568.94	568.94
Interest	Interest from August 2017 on open portion of original Invoice 2017.7 from 5.17.2017 Time billed prior on invoice 3/31/2016 for \$1637.50 Interest from August 2017 to December 2019	1	846.95	846.95

After 30 days I will be seeking legal counsel again if needed to get this resolved.
Interest at 1.5% monthly will continue to accumulate.

TOTAL DUE

\$3,457.66

THANK YOU.

3k-1

Recycling Center: \$ 440.00 / mthPublic Works Building: \$ 275.00 / mthTown Pool: \$ 65.00 / mthTOTAL: \$ 780.00 / mthName and Address of Company: Smisher Disposal Inc6715 Keefers LaneBloomsburg Pa 17815Signature of Representative: Christie SmisherPhone Number: 570-784-2802

3k-2

2024

Rate

BID SPECIFICATIONS
Town of Bloomsburg, Pennsylvania
Solid Waste and Refuse Pickup

Return Quote by: Friday December 1, 2023 at 12:00 P.M.

deliver to Bloomsburg Recycling Center 901 Patterson Drive

Or quote may be emailed to

or via fax at 570-781-3414

Solid waste and refuse pickup service for the period beginning January 1, 2024 and ending December 31, 2024 for all of the following Town facilities: Recycling Center located at 901 Patterson Drive; Public Works located at 821 Catherine Street & Town Pool located at the corner of Catherine and Ft. Mifflin Blvd. All bidders must be in compliance with Town Waste and Recycling Ordinance #862 throughout the contract. Failure to comply with the ordinance will constitute grounds for termination of the contract. The complete Town of Bloomsburg ordinance is available at under the "Government" tab select Code of Ordinances Chapter 20 SOLID WASTE.

Dumpsters are to be furnished by the successful bidder.

Successful bidder must provide the Town with proof of participation in a CDI Drug and Alcohol testing program as required by Section 382.301(d)(2) of the federal CDI regulations. (Form will be provided by the Town.)

SERVICES TO BE PROVIDED THROUGHOUT THE CONTRACT INCLUDE:

RECYCLING CENTER – Four (4) 3 cu. yd. open top dumpsters to be picked up once a week on Thursday.

PUBLIC WORKS – One (1) 8 cu. yd. open top dumpster with a maximum height not to exceed five feet. Dumpster to be picked up once a week on Friday after 10:00 a.m. during the months of January, February, March, October, November, and December.
Dumpster to be picked up twice a week (Monday after 10 a.m. and Friday after 10 a.m.) during the months of April, May, June, July, August, and September.

TOWN POOL -- One (1) 3 cu. yd. dumpster with lid to be in place one week prior to Memorial Day and continue until one week after Labor Day each year and picked up weekly on Friday.

Recycling Center:

\$ 400.00 / mth

Public Works Building:

\$ 300.00 / mth

Town Pool:

\$ 40.00 / mth in Season May-Aug

Community Resilience Memorandum

To: Bloomsburg Town Council
From: Charles Fritz, CRS Coordinator
Subject: Floodplain Management Annual Progress Report

Completed

- Conducted two public outreach of flood information. (1) National Night Out August 13, 2024 and (2) stand at the Bloomsburg Fair September 21th – September 28, 2024.
- Conducted a flood awareness week campaign with daily social media messages.
- Outreach to entire community done with the annual recycling calendar.
- Outreach to Repetitive Loss properties sent out to all properties within the SFHA.
- Program for Public Information plan utilized to conduct outreach.
- Maintained and updated the Town's flood information page
- Test the emergency voice command siren -done November 4, 2024
- Flood ordinance compliant with the new Flood Insurance Rate Map (FIRM) dated July 31, 2024. Notification of the change to the FIRM was sent with outreach education.
- CRS recertification completed pending results

Ongoing

- Check links on flood information page
- Educational Outreach to the Community.
 - Educational outreach regarding flooding and safety is disseminated to the community via direct mailings, brochures, the Town website, Facebook, and Twitter pages.
- Flood Task Force quarterly meetings involve community members with intent to reach the public with flood preparedness messages.
- Floodplain Manager Phil Prout with Barry Isset & Associates continues to review all development within the floodplain.
- All Code Officers and Floodplain Manager log resident's calls, emails and responses regarding floodplain questions and answers.
- Conduct an annual tabletop exercise and drill on flood emergency response.
- Boots on the Ground response team for post flood property evaluation per FEMA guidance. Continue to seek team members and conduct training.
- FMA/ Swift funding for elevation of home at 334 E 9th Street ongoing close to completion.
- Working with the Columbia County Housing Authority on Buyout of repetitive loss flooding properties.

Future

- The Town will seek flood mitigation through grants when available.
 - Determine appropriate mitigation action – elevation, demo, demo and rebuild where appropriate.
- The Town will review recommendations from the Town Flood Task Force for possible changes or necessary outreach.
- Based upon the Columbia County Fishing Creek study results, develop a Comprehensive flood mitigation plan.
- Work with the County and engineers for future flood levee development.
- Determine where property buy out/demolition is best based upon future levee construction locations.
- Consider installing a meteorological station/weather gauge at the Airport.
- Implement mitigation action recommendations outlined in the Lime Ridge Corridor study.
- Install an automated USGS gauge on the Railroad Street bridge.

PETERS CONSULTANTS, INC. CONSULTING ENGINEERS/LAND SURVEYORS

2701 Columbia Blvd., Bloomsburg, PA 17815

www.petersconsultants.com

Phone: (570) 752-4433 Fax: (570) 752-4434

Town of Bloomsburg
 301 East Second St
 Bloomsburg, PA 17815
 C/O: Geralee Zeigler, SEDA-COG

Invoice: 11498269
 Date: 05/31/2024
 Project: 3560 SEDA-COG - TOWN OF
 BLOOMSBURG - FMA-SWIFT
 PROJECT - 334 E. 9TH STREET

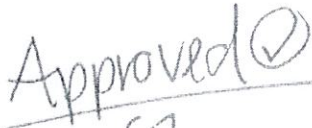
Services completed through May 27, 2024

Description	Estimated	Prior	Total	Current
Project Design, Specifications, Required meeting attendance, and other Engineering/Architectural Services	11,450.00	0.00	5,612.50	5,612.50
Project Construction Supervision	2,340.00	0.00	0.00	0.00
Total	13,790.00	0.00	5,612.50	5,612.50

Professional Fees

	Date
Senior Project Engineer	
Working on Contract Documents	05/20/2024
Working on Contract Documents	05/21/2024
Assistant Engineer, II	
Columbia County GIS to obtain/confirm parcel/parcel owner information.	04/29/2024
Project Manager	
Geralee Zeigler emailed dates and times for a pre-construction meeting at the Town of Bloomsburg Office. Advised Geralee Zeigler that April 9 at 1pm will be acceptable.	04/03/2024
Geralee Zeigler, Seda-COG, emailed the partially executed Professional Engineering Services Agreement and advised that two originals were placed in the mail for the Principal Engineer's signature and can return with me to the pre-construction meeting.	04/04/2024
Geralee Zeigler emailed reminding of Kick-Off Meeting April 9 at 1pm. Advised that we will be in attendance and asked if we should bring a copy of the plans, contract documents and flood elevation certificate that was completed previously. Was advised to bring the information it will be helpful. Located the 3263 Contract Documents, plans for 9th Street, addendums, permits and flood elevation certificate.	04/08/2024
	04/09/2024

rec'd 10/22/2024
 via email

Approved 
 92
 10/22/2024

4A-2

Attended kick off meeting at the Town Hall with Geralee Zeigler, Lisa Dooley, Angelina DeLarge and Mike Reforer. WBE/MBE is to be included in the contract documents, not Section 3 and need to be provided the BABA information from Geralee Zeigler. Was advised to insert the Federal and State Regulations by Geralee Zeigler. Change FMA to FEMA/PEMA. Bid thru PennBID and hard copies to be submitted to the Town of Bloomsburg. PCI is to be at bid opening and open PennBID there. Looking to open bids in August, 2024. But in contract documents that the footer and foundation walls must be completed prior to November 15 before freeze. Work is to be completed within 75 calendar days. Contract Documents are to be reviewed by Geralee Zeigler who will then forward to PEMA when she finds them acceptable. Need to complete the Opinion of Probable Cost on our letterhead and provide to Geralee Zeigler. Need to resubmit the Zoning, Floodplain and Building application and plans to Mike Reforer. Check if E&S is necessary with Columbia County Conservation District. A Chapter 106 application is also necessary to submit. The existing flood elevation certificate needs to be resubmitted on new form. Two additional flood elevation certificates will be required, one during construction, after CMU walls are completed and one when construction is completed. Need to confirm that our design is so that the dwelling is outside the 500 year flood event. Contract documents, general and technical specs.

04/10/2024

Emailed Geralee Zeigler, Seda-COG, and Lisa Dooley, Town Manager, the advertising schedule and bid opening date and time. Advised that bids will be advertised and PennBID available July 22 and 26 and bids will be opened on August 8 and bid recommendation and bid tabulation will be provided for the August 12 Council Meeting at 7pm. Attend Council Meeting.

04/11/2024

Received an email from Geralee Zeigler, Seda-COG, stating she received a call from their State Hazard Mitigation Officer at PEMA, responding to her question regarding the elevation and current design standards. What Tom Hughes has said is that we must follow the Federal Flood Risk Management Standard (FFRMS) or the 0.2% (500 yr FP) Base Flood Elevation (BFE) + 2' – whichever is the higher elevation/design standard. Geralee Zeigler asked that PCI pull the Elevation Certificate for 334 East 9th Street and work to locate the BFE for the structure. PEMA has directed us to work to address this update first and obtain FEMA's stamp of approval. Provided to the Chief Surveyor to complete.

04/18/2024

Reviewed links from Tom Hughes, State Hazard Mitigation Officer at PEMA, regarding the Flood Elevation Certificate with the Chief Surveyor. After reviewing, still had questions. Located contact information for Tom Hughes. Discussed with Tom Hughes that the structure can only be 2' above BFE unless we can provide information why the final elevation can be higher than 2'. Advised Tom Hughes that during our kick off meeting, I was advised that the final elevation is to meet the 500 year storm event. Was advised to reach out to Geralee Zeigler, Seda-COG, and have her review the Notice of Funding Opportunity and provide proof that the final elevation is to meet the 500 year storm event. If this cannot be confirmed, I am to reach back out to Tom Hughes. Telephoned Geralee Zeigler and advised what Tom Hughes had to say. Worked on preparing the zoning application.

04/22/2024

Geralee Zeigler, Seda-COG forwarded the amended Notice of Funding Opportunity (NOFO) as requested and asked for availability to discuss some information provided by Tom and some questions Tom has as well. Provided availability.

04/23/2024

Spoke with Geralee Zeigler, Seda-COG, and determined that the project is a FEMA funded non-critical action in 1% annual chance floodplains (also known as 100-year floodplains) that involve structure elevation, therefore, must be elevated or floodproofed, to two feet above the 1% annual chance flood elevation (also known as the base flood elevation), in accordance with the Federal Flood Risk Management Standard (FFRMS) "Freeboard Value Approach" (FVA). Was advised that the updated FEMA Elevation Certificate and revised plans showing that the project is only being raised 2' above BFE to Geralee Zeigler, along with an updated cost estimate, and she will forward everything to Tom Hughes, State Hazard Mitigation Officer at PEMA, for review and approval. Advised the Chief Surveyor what is needed to be completed.

04/24/2024

The Chief Surveyor requested that the Elevation Certificate be updated to allow the form to be completed on the computer rather than handwritten. Prepared form through Adobe. Discussed with the Chief Surveyor if the Elevation Certificate should be submitted as Finished Construction or Construction Drawings. Advised that it should be Finished Construction because the Construction Drawings show it elevated.

04/25/2024

4A-3

The Chief Surveyor advised that the zoning plan has been updated as well as the building plans both showing the new elevation. The deck ramping needed to be revised. The elevation certificate application is complete but need to add the telephone number to the application.

04/26/2024

Updated the Elevation Certificate per the request of the Chief Surveyor and emailed to Geralee Zeigler, Seda-COG, who will then forward to Tom Hughes, State Hazard Mitigation Officer for review and approval. Geralee Zeigler responded via email and attached the EC for this structure on file and do not believe that a revised EC is needed, unless separate discussions have been had and is requiring the EC to be updated. The EC as presented is not complete due to the Town being a CRS community which requires Section G to be completed for compliance. Advised that during the kick off meeting that the existing EC was to be resubmitted on the new EC form. Forwarded the updated construction plans to Geralee Zeigler.

04/29/2024

Telephoned Geralee Zeigler, Seda-COG, to discuss the Elevation Certificate and updated plans that were submitted 4-26-24.

Revised the Elevation Certificate and resent to Geralee Zeigler, Seda-COG, and asked for her to contact me to discuss. Discussed with the Chief Surveyor the construction plans and had the second page revised. Discussed with the Chief Surveyor the area of the stairs, decks and ramps. Discussed with the Principal Engineer the construction cost estimate after eliminating 124 sq. ft. of ramp, 3 courses of block wall, the decrease in lumber costs of 20% from June 2022 to now. Finalized the Zoning Application. Forwarded the construction cost estimate to Geralee Zeigler.

05/01/2024

Updated the EC per the request of Geralee Zeigler and emailed the updated EC. Worked on the zoning application and floodplain applications and all required attachments.

05/02/2024

Located the Chapter 106 permit from June, 2022 and emailed Curtis Barrick, PE at PADEP to determine how long the permits are good for. Was advised that the permits are good for 5 years, therefore, the permits is still able to be used for this project. Prepared a wetland report from USDA Soil Survey website in order to prepare a written E&S narrative for onsite. Worked on preparing the E&S narrative. Advised the Assistant Engineer I what is required to be updated on the plan sheets in order to submit applications.

05/06/2024

Reviewed the updated plans with the Assistant Engineer I.

05/07/2024

Submitted the E&S Narrative and Zoning Plan to Steven Wanner, Columbia County Conservation District, to review and advised that this will be kept onsite during construction. Steven Wanner advised that this is acceptable. Forwarded the Chapter 106 permit and email from Curtis Barrick, PE, PA DEP, stating that the permit was issued in June, 2022 and is valid for 5 years, so this permit will be kept onsite during construction. Forwarded the Elevation Certificate to Geralee Zeigler, Seda-COG, to be forwarded to Tom Hughes for approval. Updated the zoning and floodplain applications after plans were updated and forwarded both to Angelene Procopio for signature. Received the zoning application back signed and forwarded to Mike Reffeor, Zoning Officer, for review along with the zoning and construction plans. Asked if he wanted to review first or if he wanted 3 copies of everything hand delivered to Town Hall. Received the signed floodplain application back signed and forwarded to Mike Reffeor and Paul Prout, Barry Isett and Associates for review along with all attachments. Asked if everything should be mailed or hand delivered or if the email was sufficient. Mike Reffeor advised that all application have been received and will get entered for review.

05/13/2024

Emailed Curtis Barrick, PA DEP, regarding the Chapter 106 permit and updated him that the work at 122 East 12th Street was completed back in 2022 and the work for 334 East 9th Street will be completed this summer and wanted to confirm that this is not a problem.

05/15/2024

Received email from Phil Prout, BCO, providing a different FIRM map that is not effective until July 2024 and was advsied to use this map, which changed the BFE and FFE and equipment elevation. Advised that once the construction plans are revised, I would forward to him. Was provided the elevation certificate application to use and forwarded the elevation certificate that was prepared for existing construction on that form for review.

05/20/2024

4A-4

Discussed with the Chief Surveyor if the plan has been revised showing the new elevations per Phil Prout's email. Was advised that the revised plan will be completed by end of day May 24. Emailed Mr. Curtis Barrick, PA DEP, asking if it is alright that a portion of this permit is already completed and the remaining portion of the permit be completed by the end of this year? Mr. Barrick advised that as long as the work is complete by June 15, 2027, there is nothing in the permit that prevents you from completing the work in stages. This was forwarded to Geralee Zeigler, Seda-COG, since she asked if the permit was still acceptable. Reviewed with the Administrative Assistant what is to be included in the Contract Documents and emailed Geralee Zeigler requesting the BABA information that needs to be included in the Contract Documents.

05/21/2024

Received the BABA information from Geralee Zeigler, Seda-COG along with an updated Sample of Contract Documents.

05/23/2024

Resubmitted the elevation plans and zoning plan that were revised per Phil Prout's review memo for the floodplain submission, zoning submission and the 1st elevation certificate.

05/24/2024

Worked on finalizing the contract documents.

Sr. AutoCAD Operator

04/24/2024

Revise elevation certificate and zoning plans.

04/25/2024

Revise zoning plan and building elevation plans.

04/26/2024

Added date to plans and made PDF copies of same.

05/03/2024

Added additional notes to the plans.

05/06/2024

Added additional information to the plans.

05/21/2024

Work on house raising elevation plans and zoning site plan.

05/22/2024

Work on house raising elevation plans and zoning site plan.

Invoice total 5,612.50

Approved by:

Dennis R. Peters

Please make checks payable to Peters Consultants, Inc. and remit to 2701 Columbia Blvd. Bloomsburg, PA 17815.

OK to
Pay (✓)
CZ

4B-1

PETERS CONSULTANTS, INC. CONSULTING ENGINEERS/LAND SURVEYORS

2701 Columbia Blvd., Bloomsburg, PA 17815

www.petersconsultants.com

Phone: (570) 752-4433 Fax: (570) 752-4434

Town of Bloomsburg
 301 East Second St
 Bloomsburg, PA 17815

Invoice: 11498270
Date: 08/23/2024
Project: 3560 SEDA-COG - TOWN OF
 BLOOMSBURG - FMA-SWIFT
 PROJECT - 334 E. 9TH STREET

C/O: Geralee Zeigler, SEDA-COG

Services completed through August 20, 2024

Description	Estimated Amount	Prior Billed	Total Billed	Current Billed
Project Design, Specifications, Required meeting attendance, and other Engineering/Architectural Services	11,450.00 ✓	5,612.50 ✓	11,402.50 ✓	5,790.00 ✓
Project Construction Supervision	2,340.00 ✓	0.00	0.00	0.00
Total	13,790.00 ✓	5,612.50 ✓	11,402.50	5,790.00 ✓

Professional Fees

Date

Assistant Engineer, I

06/26/2024

Updating and creating PDF Set of the Contract Documents

Senior Project Engineer

07/16/2024

Started uploading the project to PennBid.

07/19/2024

Completed uploading the project to PennBid. SEDA-COG approved the bid documents.

07/22/2024

Printing and binding 4 set of Contract Documents and plans and preparing one to be mailed.

07/24/2024

Issued addendum #1 on PennBid and sent out a public notice informing bidders they must submit the Individual or Partnership Principals form when they submit their bid.

08/01/2024

Printing and binding Contract Documents, Plans, Addendums

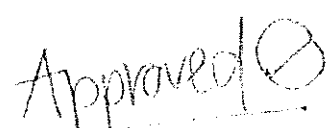
08/02/2024

Issued addendum #2 on PennBid.

08/12/2024

Advised the Administrative Assistant to scan the bid documents received by DB Construction. When complete, emailed the bid documents to Geralee Zeigler, Angie Hunselman and Angelene DeLarge. Reviewed the bid documents for mathematical errors and to confirm the necessary paperwork has been received. Received a certified check from DB Construction, which we will hold until the Payment and Performance Bonds are received. Prepared the bid recommendation letter and emailed to Lisa Dooley, Town Manager, Geralee Zeigler, Angie Hunselman and Angelene DeLarge. Scanning signed documents from Bids

08/14/2024

Approved 
 9/2
 10/22/2024
 OK to Pay

rec'd 10/22/2024
 via email

Emailed Geralee Zeigler and Lisa Dooley to see if the project was awarded the project at the August 12 meeting and if the Notice of Award and Agreement should be prepared and issued to DB Construction.

4B-2

08/16/2024

DB Construction telephoned to inquire if the cashiers check can be replaced with a bid bond for 10% of the bid amount. Advised that is acceptable. Advised DB Construction that the cashiers check is in our office. Sue Kinzer stopped in the office with the Bid Bond and picked up the cashiers check. Emailed the bid bond to Town Manager and Geralee Zeigler, Seda-COG along with a copy of the cashiers check that was picked up. Geralee Zeigler emailed requesting the proof of publication, forwarded. Was also asked to forward the DBE report from PennBID.

Assistant Engineer, II

08/01/2024

Call from Sue Kintzer, DB Construction, requesting hard copy of Contract Documents and Plans; confirmed cost; will pick-up.

Project Manager

05/28/2024

Reviewed marked up plans and additional information to be included on the plans with the Senior AutoCAD Operator prior to making revisions. Phillip Prout, BCO Town of Bloomsburg Engineer, emailed and advised that the Elevation Certificate and revised Elevation Plans have been approved for floodplain management purposes. Please update the attached document to reflect these revisions. The Floodplain Development Permit will be released with the Zoning Permit and PA UCC Permit once they have been issued. Updated the Engineer's Certification as requested by Phillip Prout, BCO, and returned.

05/29/2024

Phillip Prout, BCO, advised that the revised Engineer's Certification was accepted for floodplain permitting.

05/30/2024

Received an email from Geralee Zeigler, Seda-COG, stating that PEMA is asking if our designs to the 0.2% annual will stay within the same footprint and will construction still be able to stay within the current budget. Pulled the revised cost estimate to review.

05/31/2024

Revised the cost estimate since an additional course of blocks now needs to be installed and extra steps. Emailed to Geralee Zeigler, Seda-COG.

06/17/2024

Lisa Dooley, Town Manager, emailed asking if the schedule is still a go. Advised her that yes, the schedule is still good, just need to obtain prices for the permits and then will get to Seda-COG and her to review. Lisa Dooley emailed and advised that the invoices shall be typed in Excel, not hand written. Telephoned Geralee Zeigler, Seda-COG, regarding a conference call with PEMA to finalize the elevation certificate.

06/18/2024

Participated in a conference call with Geralee Zeigler, Seda-COG, to discuss what base flood elevation we are to follow and what height over the base flood elevation we are to design to and why PEMA has different elevations that the Town of Bloomsburg. Geralee Zeigler is going to reach out and schedule a meeting with PEMA. Geralee Zeigler prepared an email and sent to the Town of Bloomsburg explaining the situation.

06/20/2024

Mike Reffeor, Town Codes Officer, emailed and advised that the permit fees will be in the neighborhood of \$5000. Asked for confirmation that the fees are for the floodplain permit, zoning permit and building permit and was advised that is correct. Geralee Zeigler asked for an actual breakdown of each permit to include in the contract documents. The PEMA meeting was scheduled for June 24 at 10am. Information was sent by Richard Deal.

06/24/2024

4B-3

Participated in conference call with Richard Deal, Gerald Burke and Julie Yu from PEMA, Lisa Dooley, Geralee Zeigler and the Chief Surveyor. PEMA is going to provide what they state is the 500 year elevation, which they state is 486 when Barry Isett states it is 483. Once the 500 year elevation is determined and agreed upon, a note will be added to the plan stating that we guarantee the 500 year elevation. Then need to determine what the final height of the dwelling will be to confirm that it is below the 45' FAA maximum height. Will need to show the height of the dwelling on the plans as well.

06/25/2024

Continued working on contract documents.

06/26/2024

Completed Parts IV and V and updated the two table of contents. Prepared newspaper ad. Updated the E&S Narrative. Emailed Geralee Zeigler to confirm if she wants a PDF Set or hardcopies to review and approve and was advised that a PDF Set is acceptable. Advised the Administrative Assistant to prepare the PDF Set.

06/27/2024

Discussed the revised plans with the Chief Surveyor and what is required to be added to the plans per the PEMA meeting. Going to forward to Geralee Zeigler when complete to get approval from PEMA before forwarding to Mike Reffeor to include with the applications, as well as the zoning plan. Forwarded the PDF set of contract documents to Geralee Zeigler and Lisa Dooley to review and approve that everything for the grant is included. Seda-COG will provide the wage rates. Need to find out if elevation certificate needs to be updated. Printed off the contract documents for the Principal Engineer can complete the technical review. Emailed Geralee Zeigler, Lisa Dooley and Angelina DeLarge to confirm that August 1 at 10am is acceptable for a pre-bid meeting, meeting at the 334 East 9th Street property. Emailed the revised elevation plans and the zoning plan to Geralee Zeigler and Lisa Dooley to have PEMA review and approve per discussions.

06/28/2024

Was notified by Geralee Zeigler, Lisa Dooley and the homeowner that the pre-bid meeting works for them all. Was notified that the revised plans have been forwarded to PEMA for review and approval. Received an email from Mike Reffeor stating that it appears on this plan that a front covered porch/steps are encroached on the front property line. Forwarded to the Chief Surveyor to confirm or not. Provided response. Received additional email. Telephoned Mike Reffeor to advise why the elevations are different. Was asked to email the explanation, emailed. Mike Reffeor had another question, provided response and had to ask the Chief Surveyor to update the zoning plan.

07/08/2024

Received the wage rates from Geralee Zeigler, Seda-COG as well as the comments from her review of the contract documents.

07/11/2024

Contract Documents

07/12/2024

Contract documents.

07/16/2024

Reviewed contract documents with the Principal Engineer. Made revisions and the addressed the comments from Geralee Zeigler, Seda-COG. Prepared PDF's and emailed to Geralee Zeigler for one final review. PEMA agreed to the elevation of 486'. Forwarded the revised plans to Mike Reffeor to incorporate with the applications. Emailed Mike Reffeor to see if the Town of Bloomsburg requires a demolition permit for the foundation demolition and was advised that it will be incorporated in the overall permit for the house raising.

07/17/2024

Received an email from Mike Reffeor forwarding a request from Phil Prout to update the Engineer's Certification to match the revised zoning plan and house raising plan. Revised the Engineer's Certification and returned to Mike Reffeor. Received notification that the Engineer's Certification has been approved and concludes the review/approval for the UCC/Floodplain permits.

07/18/2024

4B-4

Received notification that the email to Angelene DeLarge did not get delivered. Located the correct email address and resent the email asking for confirmation on the pre-bid meeting date and time. Angelene DeLarge confirmed that August 1 at 10am was acceptable. Advised Geralee Zeigler and Lisa Dooley. Angelene DeLarge asked what the meeting will consist of and advised that the contractors interested in bidding the project will come to the property and see what might be in the road or what it looks like in the basement and around the property in case they have any concerns that may change the bidding outline. Geralee Zeigler emailed stating that the newspaper ad needed updated, made revisions and returned.

07/19/2024

Received the proof of publication from the Press Enterprise, reviewed and advised that it is acceptable to print. Reviewed with the Assistant Engineer II that a new item needs to be added into PennBID regarding the Sale Tax Exemption per the new verbiage added to the contract documents: (a) Materials purchased for this Contract may be eligible for Sales Tax exemption. The Contractor shall determine which materials are tax exempt, the tax exempt amount, and shall specifically reflect these exemptions in their Bid and if no indication of Sales Tax Exemption is listed, the Owner will NOT consider Sale Tax Exemption after the Bid is submitted.

07/22/2024

Emailed the Invitation for Bids to a list of MBE/WBE vendors as a requirement of the project. A copy was sent to Geralee Zeigler, Seda-COG, and to Lisa Dooley at the Town of Bloomsburg. Emailed Geralee Zeigler, Seda-COG, and Lisa Dooley, Town Manager, to see if either of them would like a hard copy of the contract documents and plans. Spoke with Ken Dubbs from Tri-Vet Contracting in Pine Grove, Schuylkill County, regarding the scope of work and what our part is in the process. Will get back to our office to advise if interested. Advised that Administrative Assistant to make four copies of the contract documents and plans, 3 of which will be mailed out to Geralee Zeigler, Lisa Dooley and the homeowner. Emailed Mike Reffeor, Codes, to check on the final paperwork for the zoning approval, floodplain permit and the UCC permit. Emailed Angelene DeLarge to see if it would be alright for contract documents and plans be dropped off at her house. Was advised by Angelene DeLarge that her work office is around the corner, to email her when on our way and she will meet us at the house. While out, the set was hand delivered to Lisa Dooley as well. A set was mailed to Geralee Zeigler.

07/23/2024

Mike Reffeor, Codes, emailed and advised that the final permit information should be available by July 26. Was advised that Geralee Zeigler's contract documents and plans were mailed out July 22. Lisa Dooley and Geralee Zeigler emailed and advised that they received their set of contract documents and plans. The Assistant Engineer II asked where the Identification of Individual, Partnership or Corporate Principals is that states in the Seda-COG sample contract documents under Instructions to Bidders because it is not included in the paperwork. It is shown in the contract documents out for bid that it is to be included with the submission of the bid, but is not included in the contract documents. Emailed Geralee Zeigler asking where the form is out that is to be included with the bid submission.

07/24/2024

Geralee Zeigler, Seda-COG, provided the form and advised to insert with an addendum. Prepared the form to include in contract documents and updated the two table of contents. Prepared the addendum and provided everything to be uploaded into PennBID.

07/25/2024

Received the permit fee totals from Mike Reffeor. Will provide in an addendum after pre-bid meeting on August 1. Emailed Lisa Dooley, Town Manager, to see how she wishes to proceed with bid opening.

07/30/2024

Emailed Lisa Dooley requesting that she please advise how she wishes to proceed with bid opening per our email from July 25.

08/01/2024

4B 5

Prepared pre-bid sign in sheet and collected information to take along to the pre-bid meeting at 10am. Prepared Addendum #2. Provided to the Assistant Engineer II to upload into PennBID along with the attachments. Was advised that DB Construction is stopping to pick up a set of contract documents and plans. Advised the Administrative Assistant to prepare a copy along with a copy of Addendum #1 and Addendum #2. When DB Construction stopped in the office with the \$60, advised to sign Addendum #1 and Addendum #2. Provided cash to the Business Manager. Attended pre-bid meeting. No contractors attended, just Geralee Zeigler, Seda-COG, the homeowner and myself. Discussed what if no one bids. Discussed size of decks with homeowner and advised Geralee Zeigler, since being on site, that the porch roofs may need to be replaced, wood is deteriorating, and was advised that there should be no issue with a change order. Discussed what should be included in Addendum #2.

08/02/2024

Received and email from DB Construction asking if they can take a look in the homeowners basement. Emailed the homeowner to see if there is a good time that DB Construction can stop by. The homeowner advised that DB Construction can stop over anytime after noon and that the earlier afternoon works best for her. Advised DB Construction.

08/07/2024

Lisa Dooley, Town Manager, forwarded an email from Dodge Construction requesting confirmation on bid opening, a list of plan holders and list of who attended pre-bid meeting and when is a good time to follow up for bid results. Provided the requested information.

08/08/2024

Prepared the Bid Opening Sign in Sheet and the Bid Tabulation Sheet for bid opening at 11am at the Town of Bloomsburg. Emailed Geralee Zeigler asking for written confirmation that the bid total of \$298,000.00 is acceptable to proceed with the bid review.

Attended bid opening at the Town of Bloomsburg Council Chambers. Lisa Dooley was in another meeting, waited for her. Only 1 bid received from DB Construction at \$298,000. Lisa Dooley asked Geralee Zeigler if that amount is acceptable and was advised that it is acceptable. Advised Lisa Dooley that I will have a bid recommendation to her by August 11 meeting at 7pm.

08/20/2024

The Town Manager requested a copy of the notarized proof of publication from the newspaper and the newspaper emailed asking if we wanted the ad before publication or the notarized proof. Advised the notarized proof. Emailed Geralee Zeigler to see if the bid has been reviewed and approved to issue the Notice of Award and Agreement.

Registered Professional Engineer (PE)

07/12/2024

Review plans and contract documents.

Sr. AutoCAD Operator

05/28/2024

Made additions to building plans per project manager's instructions.

06/24/2024

Conference call with SEDA-COG and PEMA.

06/26/2024

Work on building elevation plans.

06/27/2024

Work on building elevation plans.

Invoice total 5,790.00

Approved by:

Dennis R. Peters

ok to pay 92