



AGENDA

PRELIMINARY AGENDA MEETING TUESDAY, JULY 18, 2023

1. Call Meeting to order
2. Pledge of Allegiance to the Flag
3. Approval of Minutes
 - 3.A Approval of the Minutes of the Regular Meeting held July 5, 2023.
Other Revenue
No funding needed
[07.05.23 Minutes.pdf](#)
4. ARPA Presentations
 - 4.A YMCA Presentation
Other Revenue
no cost
 - 4.B Minority Center for Participation & Empowerment Presentation
Other Revenue
n/a
5. Advertisement(s)
 - 5.A Approval to advertise an RFP/Q for organics collection services of pre-consumer food waste for composting from Capozzoli's Courthouse Cafe.
County Revenue
General Fund
[July 2023 Organics RFP Courthouse Cafe.pdf](#)
[BID - RFP TIMELINE - ORGANICS COLLECTION SERVICES - SUSTAINABILITY- JULY 2023.pdf](#)
 - 5.B Approval to advertise for switchgear replacement at the Government Center.
Subject to Solicitor's approval.
County Revenue
Central Purchasing Department Advertisement Budget
[BID - RFP TIMELINE - SWITCHGEAR REPLACEMENT for GOVERNMENT CENTER REPLACEMENT - DPW - JUNE 2023.pdf](#)

6. Grants

- 6.A Approval to accept Grant agreement between the Pennsylvania Department of Health and Delaware County Health Department in the amount of \$848,100 for the period of July 1, 2023 through June 30, 2026 to be used for Maternal and Child Health services to improve Delaware County Community health and well being. Subject to Solicitor's approval.

Grant

Pursuant to Management Directive 305.21, Payments to Local Governments and Other Subrecipients,

the Department must identify the amounts of Federal and state funding it provides to Providers. This

identification follows and includes the breakdown of Federal and state dollars provided and the related

Federal and state financial assistance program name and number:

\$282,700.00 ALN 93.994, DHHS/HRSA, FAIN B0447442, Maternal and Child Health Services Block

Grant to the States

\$565,400.00 ALN 93.994, DHHS/HRSA, FAIN CONTINGENT, Maternal and Child Health Services Block

Grant to the States

[4100095845 Maternal & Child Health 070123 unsigned.pdf](#)

[SIGNATURE REQUIREMENTS \(Rev. 07-20\) \(003\).pdf](#)

7. Agreements / Contracts / Amendments / Purchases

- 7.A Approval of Amendment/change order #1 to agreement between LJ Paolella and County of Delaware to complete Phase 3 of Project at Yeadon Wellness Center changing agreement to furnish and install with all necessary labor, material, and equipment for reconfiguring the office plan, addressing electrical deficiencies, addressing structural issues related to loading dock stairs, rooftop curbs, rooftop exhaust fan, reworking sprinkler system, and adding additional crane lift for two new 3 ton HVAC units. The total estimated cost of this amendment is \$75,177.85 for a new Phase 3 agreement cost of \$2,239,177.85 to be funded by the County's ARPA allocation. Subject to Solicitor's approval.

Other Revenue

County ARPA Allocation.

ARPA - Health Department Start Up Per the Budget Management Director there is currently showing \$1.457M left on the line item designated for Yeadon Construction; The DCHD will work closely with the BMO to coordinate the ARPA budget balance per the expectations of invoicing on the project.

[Council Approval- Paolella YWC Phase 3- 9-7-22.pdf](#)

[Delco Wellness Center Owner Requested Change Order #1 and Required Changes.pdf](#)

- 7.B Approval to purchase an Enterprise DocuSign Contract for \$177,285.00. Subject to Solicitor's approval.
Capital
Capital
[NKJS933.pdf](#)
[DocuSign Enterprise Proposal for Delaware County PA.pdf](#)
[Mutual Action Plan_7.6.23.pdf](#)
- 7.C Approval of First Addendum to Commercial Lease Agreement between MarWin Plaza, LLC ("Lessor") and County of Delaware ("Lessee") exercising the First Renewal Term Option extending the term an additional five (5) years for the Lansdowne District Court (32-2-47), rent to be \$188,478.50/year, \$15,706.54/month, \$24.50/square foot for years 1-2 and \$192,325.00/year, \$16,027.08/month, \$25.00 square foot for years 3-5, term to begin 01/04/2024 and end 01/03/2029. Additional monthly rent of 43,662.09 remains for the 5 year renewal term to finalize reimbursement for the Lessor paid fit out amortized over 10 years. Subject to Solicitor's approval.
County Revenue
County Funded.
[Delco MDJ Court.Lansdowne.Lease Renewal.pdf](#)
- 7.D Approval of Grant Award Revision, Rose Valley Borough Green Ways Grant (OSR-21-37A), to allow construction of a different phase of a public trail along Rose Valley Road.
Capital
Green Way Program funds
[Rose Valley Round Three-- Revised Scope Exhibit for Council Resolution.pdf](#)
- 7.E Approval to make changes in the medical RX benefits plan designs under Independence PPO and Keystone HMO for non-bargaining employees (non-retirees) effective September 1, 2023. Plan design changes to include reduced charges for co-pays and deductibles. Subject to Solicitor's approval.
County Revenue
Employee benefits
- 7.F Approval of a maintenance agreement for 911 communication systems between Zetron Inc and the Department of Emergency Services for a one-year performance period beginning on August 19, 2023 for a cost not to exceed \$151,898.31. Subject to Solicitor's approval.
County Revenue
County revenue. Cost of contract was previously included in a vendor agreement that has expired.
[Gold MSP - 001-91008 - PLAN DESCRIPTION.PDF](#)
[Zetron Delaware MSP Aug2023.pdf](#)
- 7.G Approval of a Professional Services Agreement between Radio Maintenance Incorporated and the Department of Emergency Services to perform emergency communication system maintenance, service and repairs for a period of two years at a cost not to exceed \$521,040 per year or \$1,042,040 over two years. Subject to Solicitor's approval.

County Revenue

County revenue. Cost of services is recoverable under PEMA 911 funding
[CCRFP EVALUATION PACKAGE-RADIO EQUIPMENT MAINTENANCE and SUPPORT \(eEMS-060823\) - EMS - JUNE.2023 - FINAL.pdf](#)

[Proposal - Radio Maintenance, Inc..pdf](#)

[RADIO EQUIPMENT MAINTENANCE and SUPPORT \(eEMS-060823\) - JUNE 2022 - FINAL.pdf](#)

- 7.H Approval of a Professional Service Agreement between the County of Delaware and GEI Consultants, Inc. for environmental survey and testing at the former Broadmeadows Prison Farm at an amount not to exceed \$39,538. Subject to Solicitor's approval.

Capital

County Capital Funds

[GEI Hazardous Bldg Material Survey Former Broadmeadows Jail 2023-07-10.pdf](#)

- 7.I Approval of a Professional Services Agreement between the County of Delaware and Urban Engineers, Inc. to develop the County's electric vehicle (EV) program at an amount not to exceed \$39,500. Subject to Solicitor's approval.

Capital

County Capital Funds

[Delaware County EVSE_UEI Proposed SOW_R1.pdf](#)

- 7.J Approval to amend the of right-of-way acquisition and temporary easement with Kevin & Rachel Stone 321 Michigan Avenue Swarthmore, PA 19081 by \$135.00 for the County's pro-rata share of realty taxes for the replacement of County bridge #210 Michigan Avenue over Little Crum Creek in Ridley Township. The amended value is \$27,135. Subject to Solicitor's approval.

Other Revenue

PennDOT Reimbursable Fund 36 (80%)

Act 13 Marcellus Shale Fund (20%)

- 7.K Approval of change order #FPCO-04 to contract #eDPW-121422-2FSC with Guy M. Cooper, Inc. to reroute the sprinkler pipe from office space to garage space for the Sprinkler, Piping, and Fire Pump Modifications capital project at the Government Center at an amount not to exceed \$18,843.72. The contract value will increase from \$3,742,964 to \$3,761,807.72. Subject to Solicitor's approval.

Capital

County Capital Funds Loan 70

[013123 Agenda Item.pdf](#)

[FPCO#4.pdf](#)

- 7.L Approval of change order #1 to Contract #eDPW-121422-3 with MOR Construction Services, Inc. for the rehabilitation of County Bridge 157 spanning the Chester Creek between the City of Chester and Eddystone Borough at a cost not to exceed \$6,281.40. The value of the contract will increase from \$126,137 to \$132,418.40. Subject to Solicitor's approval.

County Revenue

Act 89 Fund

[021523 Agenda Item.pdf](#)

[Change Order - Bridge 157.pdf](#)

- 7.M Approval of a Professional Services Agreement between the County of Delaware and Linn Architects to evaluate and provide design documentation for the Briarcliffe Firehouse at an amount not to exceed \$26,100. Subject to Solicitor's approval.
Capital
County Capital Funds
[Briarcliffe Firehouse Proposal.docx](#)

- 7.N Approval of Early Learning Resource Center Regulated Agreements for the attached list of Fiscal Year 22/23 for the increased provision of subsidized childcare. Subject to Solicitor's approval.
Other Revenue

State; Federal. Cost incurred per day per child attending. Budget balance = \$77,430,015.00

[ATTACHMENT_ELRC_2223.docx.pdf](#)

- 7.O Approval to Amend #ELRC 955/21 between the County of Delaware Early Learning Resource Center and Chosen Leaders Early Education Center to add site #3 to their Early Learning Resource Center Agreement, due to accepting subsidized clients. Subject to Solicitor's approval.
Other Revenue

State; Federal. Cost incurred per day per child attending. Budget balance = \$77,430,015.00

[ELRC_955_21 Chosen Leaders Early Education Center.pdf](#)

- 7.P Approval to amend Contract #AFS 11/23 between the Department of Human Services, Adult and Family Services, and Horizon House, Inc. to increase the provider's 2022/2023 Agreement by \$80,000 to support increased salaries of the agency's outreach staff. Subject to Solicitor's approval.
Other Revenue

Federal Funding Source:

- US Department of Housing and Urban Development Continuum of Care Grant/Shelter Plus Care 6&7 14.238-\$170,798
- US Department of Housing and Continuum of Care Grant/Permanent Housing for the Chronically Homeless 14.267-\$165,122

State Funding Source:

- Human Services Block Grant/Homeless Assistance Services Fund Appropriation 10258-\$340,000
- Project Assistance in Transition from Homeless-\$175,892

County Funding:

- \$80,000

[Horizon House_Inc_AFS_11_23_Summary_Page.pdf](#)

[Horizon House_Inc_AFS_11_23_Current_Appendix_Z.pdf](#)

[Horizon House_Inc_AFS_11_23_Proposed_Appendix_Z.pdf](#)

- 7.Q Approval to enter into a new contractual agreement between the Department of

Human Services, Child Welfare and Youth Advocate Programs, Inc. to provide in home services for delinquent juveniles. Subject to Solicitor's approval.

Other Revenue

State Funding Source:

- Office of Children, Youth and Families ACT 148- 80%

County Funding:

- 20%

[Child_Welfare_Youth_Advocate_Programs_Inc_CW_111_23_Summary_Page.pdf](#)

[Child_Welfare_Youth_Advocate_Programs_Inc_CW_111_23_W9_Page.pdf](#)

[Child_Welfare_Youth_Advocate_Programs_Inc_CW_111_23_Contract.pdf](#)

- 7.R Approval of a Professional Service Agreement with firstPRO, Inc. to provide temporary staffing services to the Department of Human Services. Subject to Solicitor's approval.

Other Revenue

Funding Other

- 97.94% Human Services Administration (Allocated to other categorical Funds)

County Funding

- 2.06% County Match

[W-9 firstPRO Inc..pdf](#)

[Contract firstPRO Inc..pdf](#)

- 7.S Approval of an agreement with Student Run Emergency Housing of Philadelphia, Inc. in the amount of \$585,600 to provide emergency shelter and case management services for single adults for the 2023/2024 fiscal year. Subject to Solicitor's approval.

Other Revenue

State Funding Source(s):

- Human Services Block Grant/Homeless Assistance Service Fund
Appropriation 10258 - \$585,600

[Summary Page.pdf](#)

[W-9.pdf](#)

[Student_Run_Emergency_Housing_Unit_of_Pennsylvania_Inc_AFS_7_24.pdf](#)

- 7.T Approval to accept Home4Good funding provided by the Pennsylvania Housing and Finance Agency in the amount of \$179,000. Subject to Solicitor's approval.

Other Revenue

State - Pennsylvania Housing and Finance Agency 100%

[Summary Page.pdf](#)

[Pennsylvania_Housing_Finance_Agency_Home_4_Good_Application.pdf](#)

[Project List.pdf](#)

- 7.U Approval of the Medical Assistance Transportation Program Participation Grant Agreement & Assurance of Compliance for Fiscal Year 2023/2024 between the Commonwealth of Pennsylvania Bureau of Managed Care Operations, Division of Medical Assistance Transportation and the County of Delaware. Subject to Solicitor's approval.

Other Revenue

50% Medical Assistance State Funds
50% Medical Assistance Title XIS Social Security Administration #93.778 DM -
Account not set up yet. Medical Assistant Funding

[FY23-24 MATP Grant Agreement.docx](#)

- 7.V Approval of a six (6) month extension of Contract No. eFAC-101922, between Staples Contract and Commercial LLC and the County of Delaware for Countywide Janitorial, Household, and Paper Supplies in the amount not to exceed \$140,000.00. The six (6) month period will commence on August 1, 2023, and expire on December 31, 2023, at the same prices, terms and conditions of Contract No. eFAC-101922 with the option to extend for up to four (4) additional six (6) month periods contingent upon the company's original bid prices remaining the same or the County's approval of industry-driven justification for price adjustments. Subject to Solicitor's approval.

County Revenue

County Revenue

[EXTENSION OF SERVICES LETTER - JANITORIAL, HOUSEHOLD, & PAPER SUPPLIES - STAPLES CONTRACT & COMMERCIAL LLC - JULY 2023.pdf](#)

- 7.W Approval of a six (6) month extension of Contract No. eDCP-101922, between Staples Contract and Commercial LLC and the County of Delaware for Countywide Xerographic Copier Paper in the amount not to exceed \$225,000.00. The six (6) month period will commence on August 1, 2023, and expire on December 31, 2023, at the same prices, terms and conditions of Contract No. eDCP-101922 with the option to extend for up to four (4) additional six (6) month periods contingent upon the company's original bid prices remaining the same or the County's approval of industry-driven justification for price adjustments. Subject to Solicitor's approval.

County Revenue

County Revenue

[EXTENSION OF SERVICES LETTER - XEROGRAPHIC COPIER PAPER - STAPLES CONTRACT & COMMERCIAL LLC - JULY 2023.pdf](#)

- 7.X Approval of a six (6) month extension of Contract No. eFAC-101922, between W.B. Mason Co., Inc. and the County of Delaware for Countywide Janitorial, Household, and Paper Supplies in the amount not to exceed \$85,000.00. The six (6) month period will commence on August 1, 2023, and expire on December 31, 2023, at the same prices, terms and conditions of Contract No. eFAC-101922 with the option to extend for up to four (4) additional six (6) month periods contingent upon the company's original bid prices remaining the same or the County's approval of industry-driven justification for price adjustments. Subject to Solicitor's approval.

County Revenue

County Revenue

[EXTENSION OF SERVICES LETTER - JANITORIAL, HOUSEHOLD, & PAPER SUPPLIES - W.B. MASON CO., INC. - JULY 2023.pdf](#)

8. Appointments

8.A Approval to appoint one member to the Delaware County Chester Waterfront IDA with a term ending June 30, 2028.
Other Revenue
no cost needed

8.B Approval to appoint Alyssa Mehalick as a non-voting member to Visit Delco Board of Directors in accordance with agreement approved by Council on June 7, 2023.
Other Revenue
No funding is required for this action.
However, the appointee will be working with the Treasurer, Budget Director and Controller on Hotel Tax Revenue.

9. Tax Collection Refund(s)

9.A Approval of Central Tax Collection Department's request for refunds for the years 2017, 2018 and 2023 County Real Estate Taxes for the five (5) property owners due to the over payment of taxes due.
Other Revenue
N/A

10. Request by the Controller's Office for payment of current bills

11. Solicitor

12. Public Comment

13. Council Remarks

14. Adjourn