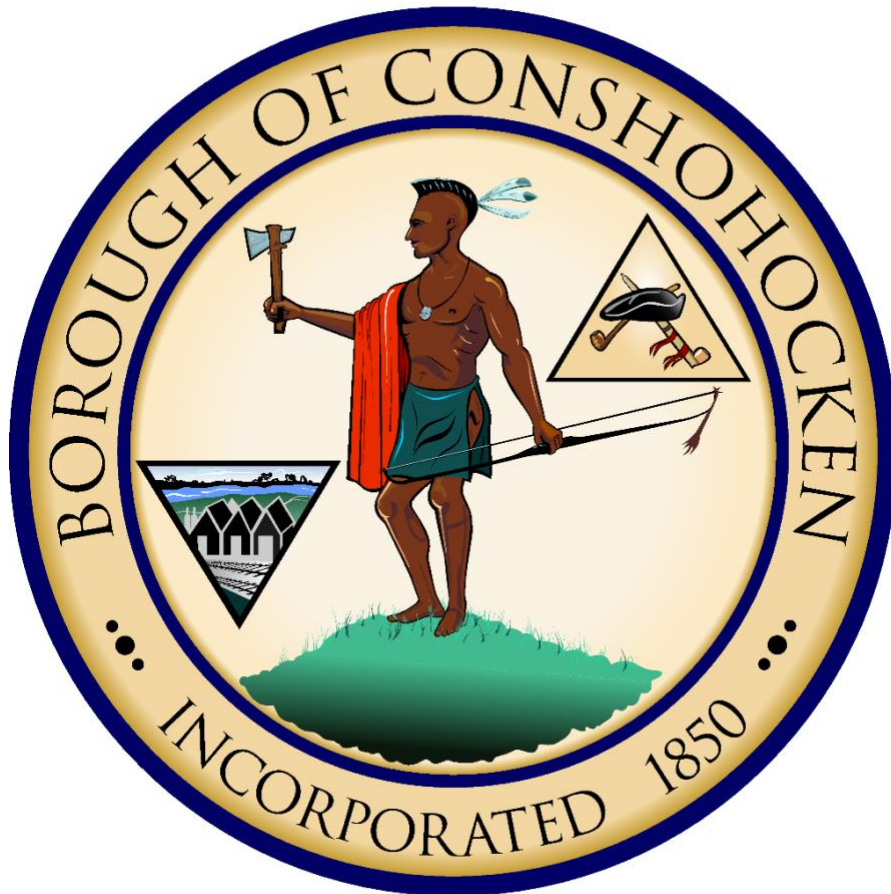


REQUEST FOR PROPOSALS

Fayette Street (SR 3016)

Safety Improvements



Borough of Conshohocken | 400 Fayette Street, Suite 200 | Conshohocken, PA 19428
Ph: (610) 828-1092 | Fax: (610) 828-0920

Issue Date: Wednesday, April 22, 2026

Responses Due by: May 20, 2026 at 4:00pm

Borough of Conshohocken | RFP for Fayette Street (SR 3016) Safety Improvements

SECTION I: INTRODUCTION

The Borough of Conshohocken, located at 400 Fayette Street, Suite 200, Conshohocken, PA 19428, has recently been awarded a grant from the Pennsylvania Department of Transportation (PennDOT) Office of Multimodal Transportation (Multimodal Transportation Fund – MTF) to improve safety along Fayette Street (SR 3016), and is seeking proposals from qualified consulting engineers to complete the necessary study, design, and permitting services.

The Borough operates under a seven-member Council and Mayor form of government. The Borough Manager is the Chief Administrative Officer of the Borough. The Borough provides relatively extensive services to the community. These services include: police and fire protection; emergency medical aid; building safety regulations and inspection; street lighting; land use planning and zoning; housing and community development; maintenance and improvement of streets and related structures; traffic safety; and full range of recreational programs. Departments in the Borough consist of the following: Office of the Borough Manager, Department of Public Services (Public Works, Licenses & Inspections, Emergency Management & Fire Services), Department of Administrative Services, Engineering and Land Development, Communications and Special Events, Community Development and Zoning, Recreation Services and Police Department. The Borough's annual budget is approximately \$20 million.

The scope of improvements will include the potential implementation of a road diet configuration that will reduce the four (4) existing travel lanes to three (3) lanes and include safety improvements to pedestrian crosswalks.

Note that since funding is provided for this project through a Multimodal Transportation Fund grant, the selected consultant shall meet all required guidelines for the use of these grant funds. The attached Multimodal Transportation Fund grant agreement is incorporated by reference into this RFP and any subsequent consultant contract.

SECTION II: SCOPE OF SERVICES

For purposes of this RFP, the project is anticipated to be completed in one phase. The designer is expected to provide engineering services necessary for the design and permitting of the proposed improvements. It is also anticipated that all submissions to PennDOT will follow the PennDOT Highway Delivery Process in accordance with PennDOT Pub 9.

Funding for this project is secured through a Multimodal Transportation Fund grant. As such, all design and funding must meet all required guidelines for the use of grant funds for the project.

Anticipated services include, but are not limited to, the following:

1. Project Management and Coordination
 - a. Project coordination, monitoring and administration.
 - b. Attend project coordination meetings (Assume six (6) project meetings for the duration of
 - c. the project). Prepare meeting minutes after each meeting and provide to all attendees.
 - d. Monitor project schedule and budget.
 - e. Prepare invoices and progress reports.
 - f. Coordinate with the Borough of Conshohocken Administration and Public Works Departments.
2. Confirmation of Design Concept
 - a. Prepare necessary traffic studies to finalize safety improvement concept along Fayette Street.

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3. Topographic Survey
 - a. Include sufficient coverage to adequately design the roadway, intersection, and related ADA compliant pedestrian accommodations.
4. Environmental Clearances
 - a. Complete Environmental Documentation required by MTF agreement.
5. Highway Plan Design Process – PennDOT Publication 9
 - a. Prepare preliminary and final highway plans in accordance with PennDOT District 6-0 standards and requirements for the proposed modifications. A PennDOT Highway Occupancy Permit (HOP) is anticipated to be required. Plans are to include but may not be limited to:
 - i. Existing Features Plan
 - ii. Construction Plan
 - iii. Pavement Marking & Signage Plan
 - iv. ADA Compliant Pedestrian Curb Ramp Plans
 - v. Traffic Signal Permit Plans
 - vi. Details
 - vii. Maintenance and Protection of Traffic Plans
 - b. ADA design will be completed in accordance with PennDOT standards and will include the completion of CS-4401 forms and Technical Infeasibility Forms if deemed necessary.
6. Right-of-Way Plan Preparation
 - a. Prepare legal plats and descriptions as necessary to acquire any additional right-of-way or easements.
 - b. Obtain right-of-way clearances as required.
7. Erosion and Sediment Control
 - a. Provide design plans for E&S Control.
 - b. Coordinate with Montgomery County Conservation District as necessary to obtain approvals.
8. Utility Coordination
 - a. Notify PA One-Call System
 - b. Research existing utility plans and as-built plans.
 - c. Identify utility conflicts and coordinate solutions/relocations.
9. Bid Phase
 - a. Prepare bid documents in accordance with PennDOT and Borough of Conshohocken standards, incorporating Pennsylvania Department of Labor Prevailing Wage Rates.
 - b. Prepare Opinion of Probable Construction Cost prior to project advertisement.
 - c. Prepare final set of bid documents incorporating any addenda issued during the bid period.
 - d. Provide bidding assistance/clarification and respond to questions from potential bidders.
 - e. Attend pre-bid meeting.
 - f. Coordinate electronic bid opening.

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- g. Review submitted bids and provide a recommendation to the Borough regarding project award.

10. Construction Observation/Administration

- a. Attend pre-construction meeting.
- b. Review submittals.
- c. Review applications for payment.
- d. Review requests for change orders.
- e. Respond to requests for information (RFI).
- f. Attend periodic progress meetings.
- g. Perform construction inspection of critical project components.
- h. Prepare punch list(s) of outstanding items.
- i. Review contractor as-built plans.

If construction costs exceed \$1.5 million, Task 10 may need to be completed by a separate consultant, and this task will be removed from the agreement. This issue will be coordinated with PennDOT during the design phase.

SECTION III: CONTENTS OF PROPOSAL

1. **Cover Letter:** Transmittal letter describing your firm/team's interest in providing professional engineering and design services for the project and statement agreeing to the terms and conditions of the RFP. The letter must include the name, title, address, telephone number and email address of the contact person for the proposal and be signed by someone authorized to contractually bind the firm on a contract with the Borough. The letter should also identify all materials being forwarded in response to the RFP.
2. **Table of Contents.**
3. **Project Understanding and Approach:** Describe your firm/team's understanding of the Scope of Services and the approach to completing the necessary tasks. Describe the method for managing overall project costs, schedule, quality assurance/quality control, etc. Identify any assumptions or exceptions to the scope of services used to prepare the proposal. Otherwise, the selected firm/team will be held to the scope of services identified in the RFP.
4. **Qualifications and Experience:**
 - Provide a brief history of the company. Indicate the office location that will administer the agreement and perform the work.
 - Identify key personnel that are experienced in transportation design/construction projects and qualified to provide the requested services. Attach resumes of key personnel that will be working on the project. Provide brief description of staff's expected responsibilities and involvement with the project (i.e., project manager, technical staff, survey, CAD designer, etc.).
 - To be eligible for consideration, key members of the consultant's project team shall be registered Professional Engineers licensed by the State of Pennsylvania and Professional Traffic Operations Engineers (PTOE).
 - Firm/team must demonstrate a minimum of five (5) years of experience providing related professional services. Indicate familiarity with Borough, including any previous transportation project experience within the Borough, and experience with PennDOT design processes and standards, including ADA compliant curb ramp design experience.
 - Provide a list of projects performed with similar scope of services, and the status of those projects (in design, design completed, construction completed). Include the following

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information:

- Client Name, point of contact, address, phone number, email.
 - Description and location of project.
 - Key personnel involved in project.
5. **Project Schedule:** Provide an overall project timeline from start of work until completion. The project schedule must meet all required guidelines of the PennDOT MTF agreement.
 6. **Insurance:** Provide proof of liability protection, including insurance (errors and omissions, professional liability, and/or professional malpractice). Upon selection, Borough of Conshohocken shall be named as additional insured.
 7. **Cost:** Provide a summary of the number of hours estimated to complete all tasks, hourly rates for each employee classification, and a total not-to-exceed cost for the identified Scope of Services. **The cost summary should be in a separate sealed envelope. The cost summary will not be reviewed until after the selection.**

SECTION IV: TIMELINE AND SUBMISSION PROCEDURES

The Borough anticipates the following general timeline for this RFP. The anticipated schedule may be changed if it is in the Borough's best interest to do so.

- RFP Advertised - Wednesday, April 22, 2026
- Proposal Due Date - Wednesday, May 20, 2026 at 4:00pm
- Administration Evaluation of Proposals
- Council to review and discuss RFP submissions- Wednesday, June 3, 2026
- Council to consider authorizing award of bid - Wednesday, June 17, 2026
- Contract Awarded - TBD

**Note that schedule is subject to change for administrative purposes*

Copies of the request for proposals are available at Conshohocken Borough Hall located at 400 Fayette Street, Suite 200, Conshohocken, PA 19428, and the office hours are 8:30 AM to 4:30 PM Monday through Friday. The RFP is also available on the Borough website (www.conshohockenpa.gov).

Qualified applicants shall submit one (1) original copy of the proposal in a sealed envelope clearly labeled 'Fayette Street (SR 3016) Safety Improvement Project Engineering and Design Services Proposal' (note that a separate sealed bid for the cost summary is required) and one (1) electronic copy via email or flash drive and be delivered by end of business 4:00pm on Wednesday, May 20, 2026 to:

Stephanie Cecco
Borough Manager
Conshohocken Borough

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400 Fayette Street, Suite 200
Email: scecco@conshohockenpa.gov

Proposals shall be stamped received no later than 4:00 PM on Wednesday, May 20, 2026

SECTION V: SELECTION PROCESS

Proposals submitted by the deadline and deemed complete will be evaluated by the Borough Administration. Any firms/teams submitting a proposal may be required to provide additional detailed information. Borough Administration may choose to interview the firms/teams to assist with the ranking of the proposals submitted. The award of contract will be at the sole discretion of the Borough Administration, with the approval of Borough Council as necessary. Proposals will be evaluated on a variety of factors including, but not limited to, the following:

- Relevant experience and qualifications related to the scope of services identified in the RFP.
- Relevant experience and qualifications of key personnel.
- Overall understanding of the project and identified approach to completing the project.
- Satisfactorily completed similar projects.
- History of positive working relationships with the Borough or similar municipalities in Montgomery County, PA

Proposals that do not comply with the guidelines stipulated in this RFP will not be considered. The Borough of Conshohocken will establish a ranking of the submitted proposals based upon the technical aspects of the proposals and the qualifications of the firm/team. The Borough will then commence negotiations with the top-ranking firm/team using the cost proposal provided with the submission. If cost negotiations with the top-ranking firm/team are unsuccessful, the Borough may decide to negotiate with the second-ranked firm/team. The selection process will commence with the successful execution of a contract with the selected firm/team.

SECTION VI: ADDITIONAL REQUIREMENTS

Indemnification

The selected contractor shall defend, indemnify and hold harmless the Borough, its officers, agents and employees and all claims and costs of any nature whether for personal injury, property damage or any other liability arising out of or in any way connected with the scope of services required by this RFP, including the acts or omissions perpetrated by employees of the firm.

Insurance

Provide a description of the contractor’s insurance coverage applicable to the services described herein. Such coverage must be adequate to sufficiently cover the services described herein and must include at a minimum, general liability insurance coverage and professional liability insurance coverage. Include insurance certificates summarizing such insurance coverage. Contractor must accept the provisions of the act of June 2, 1915, known as the Workers’ Compensation Act and will file with the borough a certificate of insurance providing evidence of the coverage.

Before commencing performance of any services under this Agreement, the Consultant shall procure, pay for, and maintain the following minimum types and limits of insurance, on forms reasonably acceptable to Borough. Such insurance shall be maintained in full force and effect until final acceptance of the Services

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or the completion of all post-acceptance warranty or related work by consultant, whichever is later.

Coverage shall be obtained from insurance carriers approved to transact that class of business in the state where the work will be performed, having an A.M. Best Rating of A-VII or better.

Certificates of insurance evidencing that the requirements below have been met shall be provided to Borough prior to the start of work.

1. General Liability

Commercial General Liability, written on an occurrence basis, covering bodily injury, property damage and/or personal/advertising injury to third parties, which may arise from operations under the Agreement, whether such operations are performed by the Consultant or its Sub-Consultant, with limits not less than:

Each Occurrence, Bodily Injury and Property Damage \$1,000,000
Personal and Advertising Injury \$1,000,000
Products/Completed Operations Aggregate \$2,000,000
Per Project Aggregate \$2,000,000

The General Liability policy shall include contractual liability, covering liability assumed by the Provider under the Indemnification and other provisions of the Agreement.

2. Business Automobile Liability

Business Automobile Liability coverage for bodily injury and property damage arising out of the ownership, maintenance, or use of owned, non-owned, hired, and leased vehicles, including uninsured/underinsured motorists coverage, with limits not less than:

Combined Single Limit \$1,000,000

3. Workers' Compensation and Employers Liability

Workers Compensation and Employers Liability as required by the state of hire and/or the state in which the work will be performed, including "other states" coverage, with limits not less than:

Workers Compensation Statutory
Bodily Injury by Disease, each Employee \$500,000
Bodily Injury by Disease, Policy Limit \$500,000
Bodily Injury by Accident \$500,000

4. Umbrella Liability

Umbrella Liability applying excess of the General Liability, Automobile Liability, and Employers Liability policies, on a following-form basis, with limits not less than:

Each Occurrence \$2,000,000
Aggregate, Per Project \$2,000,000

5. Commercial Crime (if applicable)

Commercial Crime or Fidelity (Employee Dishonesty) insurance extending to third parties (i.e., theft from Owner or third parties), including but not limited to Theft of Money and Securities both on-

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and off-premises and in transit, ERISA, Forgery or Alteration, Computer Fraud, Embezzlement and Funds Transfer Fraud, with limits not less than:

Employee Dishonesty, First Party \$1,000,000
Employee Dishonesty, Third Party including Theft of Property \$1,000,000
Computer Fraud \$1,000,000
Forgery or Alteration \$1,000,000
Funds Transfer Fraud \$1,000,000
ERISA Included
On Premises \$ 50,000
In transit \$ 50,000
Annual Aggregate \$1,000,000

7. Professional Liability/Errors & Omissions (E&O)

All contractors and consultants who will perform, or retain others to perform, professional services in connection with the work (including, but not limited to Architects, Engineers, Consultants, Design-Build, and Project/Construction Managers) shall provide Professional Liability insurance covering negligent acts, errors, or omissions in the performance of the Services, with limits not less than:

Each Claim \$2,000,000
Annual Aggregate \$2,000,000

8. Cyber/Technology Insurance (if applicable)

Cyber/Technology insurance coverage with the following coverage parts and with limits not less than:

Network Security Liability, each claim and aggregate \$1,000,000
Liability coverage for when the insured's web-based platform or computer system fails to prevent a security breach or a privacy breach, including but not limited to transmission of a computer virus and liability associated with the failure to provide authorized users with access to the web-based system.

Regulatory Liability, each claim and aggregate \$1,000,000
Liability coverage for lawsuits or investigations by Federal, State, or Foreign regulators relating to Privacy Laws.

Crisis Management (including the following coverages): Included Notification Expense (First party expenses to comply with Privacy Law notification requirements); Credit Monitoring Expense (First party expenses to provide up to 12 months credit monitoring); Forensic Investigations (First party expenses to investigate an intrusion into an Insured's computer system); Public Relations (First party expenses to hire a public relations firm)

Cyber Extortion \$1,000,000
Payments to a party threatening to attack an Insured's computer system in order to avert a cyber-attack.

General Insurance Provisions

Consultant shall be responsible for the payment of all deductibles or self-insured retentions applicable to its insurance coverages.

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All policies required hereunder other than Workers Compensation, Professional Liability, and Commercial Crime shall name Borough of Conshohocken and its elected officials, officers, directors, employees, agents, subsidiaries, and affiliated companies as Additional Insureds on a primary and noncontributory basis, for losses arising from the work of the Consultant or its Sub-Consultant or anyone for whom they may be liable. Additional Insured status shall include defense and shall apply to both Ongoing and Completed Operations, for a period of not less than three years after completion of services.

All policies shall provide a Waiver of Subrogation in favor of Borough and/or Borough's agent(s) and/or other parties designated by Borough.

If coverage is written on a claims-made basis, an Extended Reporting Period, or tail coverage, shall be provided for three (3) years following completion of the Provider's services. In the alternative, the claims-made policy shall be renewed for not less than three (3) years following completion. The policy retroactive date shall be no later than the effective date of this Agreement.

Policies shall not be canceled, terminated or non-renewed unless sixty (60) days prior written notice is sent to the additional insured parties.

9. Sub-Consultant

Consultant shall require each Sub-Consultant (if any) to provide insurance as outlined above. Such policies shall name Borough of Conshohocken, Consultant, and their elected officials, officers, directors, employees, agents, subsidiaries, and affiliated companies as additional insureds on a primary/noncontributory basis at the limits required herein, for losses arising from the negligence of the Sub-Consultant and shall provide a Waiver of Subrogation in favor of the Additional Insured parties.

Additional Insured status shall include defense and shall apply to Completed Operations for a minimum three years after project completion.

Consultant shall be responsible for securing certificates of insurance from all Sub-Consultants evidencing the insurance coverages required above.

The insurance coverages and limits required herein are designed to meet the minimum requirements of the Borough. The Borough reserves the right to modify these requirements, including limits, based on special circumstances. Additionally, if the Consultant maintains broader coverage and/or higher limits than the minimums shown above, the Borough requires and shall be entitled to the broader coverage and/or the higher limits maintained by the Consultant. They are not designed as a recommended insurance program for Consultant or its Sub-Consultants. Meeting these minimum requirements shall in no way limit, qualify, quantify, or relieve the Consultant's liability and obligations under any other provision of the Agreement.

The Consultant shall acquire, at its own expense, any other additional insurance coverage it deems necessary for the protection of its work under this Agreement.

Right of Refusal

The Borough reserves the right to reject any and all proposals without qualifications. Proposals will be considered only in their entirety. The Borough reserves the right to add or deduct any specific requirements and associated costs from the selected proposal.

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Questions

Questions may be addressed to:

Stephanie Cecco
Borough Manager
Conshohocken Borough
400 Fayette Street, Suite 200
Email: scecco@conshohockenpa.gov



POLICY AND PROCEDURE FOR CONSULTANT SELECTION

The following procedures have been adopted by the Borough of Conshohocken as authorized by action of the Borough Council on April 1, 2026. These procedures shall be used for the orderly determination of the need to use consulting engineering firms, qualification and selection of firms, and general administration and monitoring of the engineering agreements.

Name of Municipality

Mayor, Supervisors, Council, etc. date

Upon being notified of the need to initiate engineering services on a project, the Borough Manager shall analyze the Conshohocken forces to determine if the services of a consulting firm are necessary. The analysis regarding the need to engage consultants will be documented in the project file. (If the Municipality has no capability to provide in-house engineering services, this paragraph should be revised or deleted accordingly).

Director of Public Works, Municipal Engineer, etc.

Municipality

A detailed scope of work, describing the project, its location, and services required, will be prepared (if the Municipality, Township, etc., has the capability to prepare an engineering cost estimate, one should be prepared to compare with the consultant's proposal).

An advertisement including the DBE Goal Request will be submitted in ECMS to PennDOT's Contract Management Section. Advertising the request for statements of interest from consulting firms interested in performing the required engineering services is governed by municipal Home Rule Charters, codes or statutes. The advertisement may need to appear in at least one newspaper of general circulation.

The advertisement will include the following information:

- a) Location and brief description of the required engineering services.
- b) Indication of the method of procurement as competitive negotiations;
- c) A statement that the Conshohocken encourages responses from small firms, minority firms, and firms who have not previously performed work for the Conshohocken.
- d) The Disadvantaged Business Enterprise Goal, if any. Or nondiscrimination provisions to encourage the prime to notify DBE subconsultants of contracting opportunities associated with the agreement and solicit their participation, if DBE Goals are not required for the agreement.
- e) A statement that indicates whether the modified or normal selection method will be used.
- f) A list, in order of importance, of the selection criteria against which the statements of interest will be reviewed.
- g) A requirement that responding consultants must be registered business partners in ECMS with their qualification packages submitted prior to the submission of the SOI.
- h) Outside of ECMS, include contact information for project discussions and a description of the method of discussion. For ECMS, a statement must be included in the advertisement stating that all questions and answers are required to go through ECMS's "Questions and Responses" forum. If oral presentations are required, it must be stated in the advertisement.
- i) Cut-off time for response to the advertisement (minimum of two weeks).

Note: For a Municipal Engineer advertisement, the Municipality has the option of submitting their advertisements for approval electronically in ECMS or by email, for newspaper advertising, as required by their Home Rules Charters, and for publishing paper advertisements in ECMS to ECMS_Local_Advertisements@pa.gov.

Three consultants will be selected from those consultants who submit statements of interest. A qualification selection committee, consisting of a minimum of three people:

- a. Borough Manager _____ or designee,
Selection Committee title
- b. Executive Director of Operations _____ or designee,
Selection Committee title
- c. Executive Assistant to the Manager _____ or designee,
Selection Committee title
- d. Borough Solicitor _____ or designee
Selection Committee title

shall review the qualifications of consultants who submit statements of interest as well as their responsiveness to the requirements of the advertisement. Documentation of consultants considered and the committee's recommendation shall be maintained in the project file. The committee shall document the reasons for their recommendation.

For selecting a consultant to perform bridge inspection, construction inspection agreements, or noncomplex or selected moderately complex projects as defined in DM1, or for selecting a consultant as a Municipal Engineer a modified process may be used, and a ranking will be determined based on a review of the statements of interest.

For all other Agreements the normal selection method should be used. The Borough Council _____
Mayor, Director of Public Works, Council, etc. shall review the recommendations of the qualification committee and select three firms to be recommended to the Pennsylvania Department of Transportation (hereinafter called the Department) as the consultants to prepare a proposal. Upon receipt of the approval of the consultants from the Department, a technical proposal shall be requested from the consultants.

The request for technical proposals shall include a brief written scope of work. The consultants will be invited to a scope of work meeting at which time the project will be explained in detail. Representatives from the Department will be invited to the meeting. The consultants will be advised of the applicable Federal regulations, review procedures, contract format, and administration. A copy of the Department's Publication 442 will be supplied to the consultants with the understanding that the specifications will be made a part of the contract. The Conshohocken _____ limitations of profit, wages, etc., will be explained. The consultants will be given a name and phone number to contact in case they would have any questions during the preparation of their proposal.
Municipality

Upon receipt of the technical proposals from the consultants, the qualification committee shall review the technical proposals and make a recommendation for the ranking of the shortlisted consultants for the purpose of negotiating an engineering agreement. The committee shall document the reasons for their recommendation.

The Municipality shall conduct discussions with the firms to consider anticipated concepts and compare alternative methods for furnishing services.

For both modified and normal methods of selection, the Borough Council _____ shall review the recommendation of the qualification committee and rank, in order of preference, the firms. The ranking will be recommended to the Department for approval. Documentation supporting the ranking of the consultants shall be forwarded to the Department when requesting approval of the consultant's ranking. The Department shall approve and/or comment on the municipalities recommended ranking.
Mayor, Council, Board of Supervisors, etc.

The municipality will request a price proposal from the approved first ranked firm and submit the appropriate number of copies to the Department.

The Department will conduct the pre-award evaluation and schedule and hold negotiations, if necessary.

The agreement will be prepared by the Department and circulated for signatures.

It is understood that the consultant cannot begin work until the Federal authorization has been obtained, and both the engineering Agreement and the Reimbursement Agreement have been fully executed, and notification of this fact has been received by the Conshohocken Municipality .

The Borough Manager Mayor, Council, Board of Supervisors, etc. will designate a person to perform liaison activities between the Conshohocken Municipality , the Department, and the consultant.

The Conshohocken Municipality will enter into a reimbursement agreement with the Department setting forth the methods for reimbursing the federal funds to the Conshohocken Municipality . The reimbursement agreement will be prepared by the Department.

During the life of the engineering agreement, monthly (or at other appropriate times) meetings will be held with the consultant and the designated liaison person. The Department will be invited to attend these meetings. Documentation of these meetings will be included in the project file.

Partial payment invoices for work performed will be processed as provided by Publication 442. After review of the invoices by the Borough Manager responsible individual of the Municipality , it will be paid. The invoice will in turn be forwarded to the Department with recommendation for reimbursement of the Federal and/or State share.

Prior to termination of services and payment of the final invoice, a joint review will be made by the Department and the Conshohocken Municipality to insure the propriety of claims and that all terms and conditions of the contract have been satisfied. Documentation of these findings will be submitted to the Department with the final invoice.

The Conshohocken Municipality's designated liaison person will complete copies of the Form D-429, "Past Performance Report for Consultant Engineers", see Appendix 7F or Form D-429 CI, "Past Performance Report for Consultant Engineers Construction Inspection", see Appendix 7G. For projects that were entered in ECMS, the evaluations can be completed in ECMS.

It is understood and made part of these procedures that the employees of the Conshohocken Municipality will neither solicit nor accept gratuities, favors, or anything of monetary value from consultants or contractors or potential consultants or contractors. Violators of said standards will be subject to dismissal from their employment with the Conshohocken Municipality , by order of the Borough Council Mayor, Council, Board of Supervisors, etc.) .

Now, Therefore Be It Resolved that the Borough Council Mayor, Supervisors, Etc. of the Conshohocken Municipality have adopted these policies and procedures for engineering by consultants and will adhere to the rules and regulations of the Department.

NOW, THEREFORE BE IT FURTHER RESOLVED that the Borough Council Mayor, Supervisors, Etc. this 1st day of April , 20 26 , on behalf of the Conshohocken Municipality hereby accept the aforesaid policies and procedures.

UPON MOTION DULY MADE and seconded, the above resolution as adopted the day and year set forth above.

ATTEST:

BY Stephanie Cecco
Borough Manager
Title

Conshohocken Municipality
BY Tracy Sokolowski
Council President
Title