

**RESOLUTION NO. 2018-36**  
**A RESOLUTION OF RADNOR TOWNSHIP, DELAWARE**  
**COUNTY, PENNSYLVANIA, APPROVING THE PREPARATION AND ADVERTISING OF**  
**REQUESTS FOR PROPOSALS, AND ESTABLISHING A POLICY OF REGULARLY**  
**REQUESTING AND REVIEWING PROPOSALS FOR PROFESSIONAL SERVICES**  
**TO THE TOWNSHIP OF RADNOR**

WHEREAS, various contracts for professional services to the Township of Radnor (the "Township") have been in place for many years, including but not limited to those for engineering consulting services/development plan review and associated services, traffic consulting services, legal/solicitor services and owners representative/project management services, and;

WHEREAS, the Township Board of Commissioners deems it good stewardship, beneficial and in the best interest of the public to regularly bid out, and/or request proposals from various professional services firms for review and evaluation, relative to such professional services in excess of \$15,000 per year currently being provided to the Township, the Township Board of Commissioners and the community of Radnor; and

WHEREAS, the Township Board of Commissioners deems it beneficial in the best interest of the public to regularly review all ongoing professional services contracts in excess of \$15,000 per year, and evaluate whether alternative providers would be able to provide more cost effective or otherwise better or enhanced professional services to the Township, to the Township Board of Commissioners and the community of Radnor at that same or lower cost; and

WHEREAS, the current professional service contracts for the Township and to the Township Board of Commissioners have not been re-bid or evaluated with respect to alternative providers for some time, and the Board of Commissioners has not evaluated whether other providers of engineering consulting/development plan review and associated services, traffic consulting, legal, owners representative/project management and other professional services would enhance the performance and efficiency of the Township, and improve its operations; and

WHEREAS, the Board of Commissioners of the Township of Radnor are desirous of undertaking an evaluation and review of proposals from existing and potential professional services providers, including but not limited to engineering consulting services for plan reviews and ancillary land development, traffic consultant services, legal/solicitor services and owners representative/project management services.

NOW, THEREFORE, be it RESOLVED by the Board of Commissioners of Radnor Township as follows:

- 1) The Board of Commissioners does hereby authorize the Township Manager to advertise and request on behalf of the Township and its Board of Commissioners, that qualified engineering consulting services/development plan review and associated services, traffic consulting services, legal/solicitor services and owners representative/project management services firms submit proposals for professional services to the Township.

- 2) All professional service proposal requests shall be advertised in newspapers of general circulation, on the Township website and on other media as deemed appropriate.
- 3) Professional service proposals pursuant to this Township request for proposals, shall be accepted for review by the Radnor Township Board of Commissioners for engineering consulting/development plan review and related services, traffic engineering consultation, legal/Township solicitor services and owners representative/project management services or other professional services as approved by the Township Board of Commissioners. Proposals for professional services related to the outsourcing of land planning, community development and code enforcement may also be submitted, at the option of the service providers submitting professional service proposals for review.
- 4) All proposals must be submitted within ~~four~~ two (4) weeks from the date of authorization of this resolution. *by 5:00pm, May 11, 2018*  
*deB*
- 5) All proposals shall provide necessary detail to evaluate the services sought to be provided, and shall include schedules of hourly rates, annual fees, retainers, and/or other detail as necessary to fully describe the work to be undertaken and the professional services contract to be entered into with the Township.
- 6) It is the policy of the Township Board of Commissioners that requests for proposals for professional services as provided herein, shall be made and accepted for review, every three (3) year period, from the date hereof.

Be it therefore Resolved, this 12 day of March, 2018

RADNOR TOWNSHIP

*Lisa A. Borowski*

Lisa Borowski, President

ATTEST: 