

Council of the City of York, PA
Session 2014
Resolution No.

Policy & Procedures

Introduced by: David Satterlee

Date: October 7, 2014

WHEREAS, the City of York desires to contract for Construction Inspection Services for the Market Street paving project; and

WHEREAS, the City of York has entered into a reimbursement agreement with PennDOT (“the Department”) setting forth the methods for reimbursing the federal funds to the City of York; and

WHEREAS, during the life of the Construction Inspection 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; and

WHEREAS, Partial payment invoices for work performed will be processed as provided by Publication 442. After review of the invoices by the Director of Public Works it will be paid. The invoice will in turn be forwarded to the Department with recommendation for reimbursement on the Federal and/or State share; and

WHEREAS, Prior to termination of services and payment of the final invoice, a joint review will be made by the Department and the City of York 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; and

WHEREAS, the City of York designated liaison person will complete copies of the Form D-429 CI, “Past Performance Report for Consultant Engineers Construction Inspection,” see Appendix 7H; and

WHEREAS, It is understood and made part of these procedures that the employees of the City of York 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 City of York, by order of the Mayor.

NOW, THEREFORE, BE IT RESOLVED, by the Council of the City of York, Pennsylvania that the City of York has 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 Council of the City of York this 7th day of October, 2014 on behalf of the City of York hereby accept the aforesaid policies and procedures.

PASSED FINALLY:

BY THE FOLLOWING VOTE:

YEAS: _____, _____, _____, _____, _____

NAYS: _____

Carol Hill-Evans
PRESIDENT OF COUNCIL

Attest:

Dianna L. Thompson-Mitchell
CITY CLERK