

AGENDA
REGULAR MEETING OF COUNCIL
March 3, 2020
6:30 PM

1. ROLL CALL
2. READING OF MINUTES
3. REPORTS & COMMUNICATIONS FROM MAYOR & HEADS OF DEPARTMENTS AND INTERESTED PARTIES AND CITY CLERK'S NOTES
 - 3.A CORRESPONDENCE RECEIVED FROM UFBERG & ASSOCIATES LLP DATED FEBRUARY 25, 2020 REGARDING CITY OF SCRANTON CONTRACT FOR SERVICES LABOR AND EMPLOYMENT LAW.

[Correspondence received from Ufberg & Associates LLP dated 2-25-2020 - Contract - Labor Counsel Services.pdf](#)
 - 3.B CORRESPONDENCE RECEIVED FROM CITY CONTROLLER JOHN MURRAY DATED MARCH 2, 2020 REGARDING MORETTI CPA REVIEW OF RETIRED CHIEF DESARNO GAS CARD.

[Correspondence received from City Controller John Murray dated 3-2-2020.pdf](#)
4. CITIZENS PARTICIPATION
5. INTRODUCTION OF ORDINANCES, RESOLUTIONS, APPOINTMENT AND/OR RE-APPOINTMENTS TO BOARDS & COMMISSIONS MOTIONS & REPORTS OF COMMITTEES
 - 5.A MOTIONS

5.B NO BUSINESS AT THIS TIME.

6. CONSIDERATION OF ORDINANCES - READING BY TITLE

6.A NO BUSINESS AT THIS TIME.

7. FINAL READING OF RESOLUTIONS AND ORDINANCES

7.A FOR CONSIDERATION BY THE COMMITTEE ON RULES – FOR ADOPTION – RESOLUTION NO. 22, 2020 – AUTHORIZING THE MAYOR AND OTHER APPROPRIATE CITY OFFICIALS TO EXECUTE AND ENTER INTO A CONTRACT WITH AMO ENVIRONMENTAL DECISIONS FOR ENVIRONMENTAL REMEDIATION OF THE FUTURE SITE OF THE DOWNTOWN POCKET PARK, 248 WYOMING AVENUE, SCRANTON, PENNSYLVANIA.

[Resolution-2020 Contract with Environmental Decisions for Pocket Park.pdf](#)

7.B FOR CONSIDERATION BY THE COMMITTEE ON PUBLIC SAFETY – FOR ADOPTION – RESOLUTION NO. 23, 2020 – ACCEPTING A FIVE HUNDRED (\$500.00) DOLLAR DONATION FROM MS. MARIE C. BANICKY OF SCRANTON PRESENTED TO THE CITY OF SCRANTON POLICE K-9 UNIT.

[Resolution-2020 Donation to Scranton Police K-9 Unit.pdf](#)

7.C FOR CONSIDERATION BY THE COMMITTEE ON RULES – FOR ADOPTION – RESOLUTION NO. 24, 2020 – APPOINTMENT OF KAREN A. DESANDIS, 1105 SUMMIT POINT, SCRANTON, PENNSYLVANIA, 18508, TO THE CIVIL SERVICE COMMISSION EFFECTIVE FEBRUARY 14, 2020. MISS DESANDIS' TERM WILL EXPIRE WITH THE TERM OF MAYOR PAIGE G. COGNETTI.

[Resolution-2020 Appt. Karen DeSandis to Civil Service Commission.pdf](#)

- 7.D FOR CONSIDERATION BY THE COMMITTEE ON RULES – FOR ADOPTION – RESOLUTION NO. 25, 2020 – APPOINTMENT OF ELIZABETH M. GARCIA, ESQUIRE, 1135 OLIVE STREET, SCRANTON, PENNSYLVANIA, 18510, TO THE CIVIL SERVICE COMMISSION EFFECTIVE FEBRUARY 14, 2020. ATTORNEY GARCIA’S TERM WILL EXPIRE WITH THE TERM OF MAYOR PAIGE G. COGNETTI.

[Resolution-2020 Appt. Elizabeth Garcia, Esq. to Civil Service Commission.pdf](#)

- 7.E FOR CONSIDERATION BY THE COMMITTEE ON RULES – FOR ADOPTION – RESOLUTION NO. 26, 2020 – APPOINTMENT OF KEVIN MORGAN, 213 NORTH VAN BUREN AVENUE, SCRANTON, PENNSYLVANIA, 18504, TO THE CIVIL SERVICE COMMISSION EFFECTIVE FEBRUARY 14, 2020. MR. MORGAN’S TERM WILL EXPIRE WITH THE TERM OF MAYOR PAIGE G. COGNETTI.

[Resolution-2020 Appt. Kevin Morgan to Civil Service Commission.pdf](#)

8. ADJOURNMENT

LAW OFFICES
UFBERG & ASSOCIATES LLP
310 PENN AVENUE
SCRANTON, PENNSYLVANIA 18503
PHONE (570) 341-8800 FAX (570) 341-8801

RECEIVED
FEB 25 2020
OFFICE OF CITY
COUNCIL/CITY CLERK

ROBERT UFBERG
MARY WALSH DEMPSEY
JOHN T. ELLIS*

* ALSO ADMITTED IN NEW YORK

ROBERT UFBERG, ESQ.
RUFBERG@UFBERGLAW.COM

February 25, 2020

Jessica Eskra, Esq., City Solicitor
City of Scranton - Law Department
City Hall
340 North Washington Avenue
Scranton, PA 18503

Kevin C. Hayes, Esq., Council Solicitor
City of Scranton
c/o Doherty Hayes, LLC
217 Wyoming Avenue
Scranton, PA 18503

RE: City of Scranton: Contract for Services - Labor and Employment Law

Dear Jessica and Kevin:

I'm writing to follow up on our prior communications regarding Scranton City Council's additional request that our firm, in providing labor and employment legal services to the City, offer certain assurances in furtherance of Section 307 of the City's Home Rule Charter (HRC). Before dealing with that request, I would first remind you that I have already informed you that I will have primary responsibility for performing and managing this work, upon approval. Second, but no less important, I humbly but proudly note our firm's reputation in both the legal and business communities for both the quality of our work and for our ethics. We are, in any engagement, profoundly cognizant of, and compliant with, applicable ethical practice standards. Moreover, Mary Dempsey, beyond being an individual and an attorney of the highest character, is, as the current President of our Bar Association, keenly aware of those standards.

Kevin, you have now passed on Council's request for certain additional assurances based on Attorney Mary Dempsey's brief (5 months) *appointive interim service* on City Council, by which she filled a vacant seat. Even though, as we have all discussed, HRC Section 307 is not applicable on its face given that Attorney Dempsey's service was *non-elective*, I am, on behalf of our firm and Mary, individually, volunteering as follows: (1) Mary will not share with me or any others in this firm (or elsewhere) any confidential, non-public information or data about the City or its employees which she obtained in the course of her prior appointive service on Council (nor has she ever done so); (2) Mary will not, through January 6, 2021 (i.e., one full year after the end of her 5-months of *appointive service*), (i) appear before Council or any other City tribunal on any labor or employment legal matter, (ii) appear, argue for or on behalf of, or enter her appearance for, the City of Scranton in any matter in which our firm is representing the City, or (ii) supervise or have overall responsibility for the implementation or

administration of the contract for services between our firm and the City or for legal matters being handled for the City by our firm under the contract for services.

Council has now requested my assurance that Attorney Dempsey will not directly receive financial remuneration as a direct result of our firm's provision services to the City. As we have discussed before, the language of HRC Section 307 precludes a *post-elective* Councilperson *from engaging as a paid consultant* to the City. Part of our prior discussion related to the seminal point that Attorney Dempsey was not elected; therefore "*post-elective*" simply does not apply. And even if she had been elected, *Mary* is not seeking to be a *consultant* to the City - language that clearly contemplates personal services. Rather, this is the case of a *contractor* (a law firm) which has responded to the City's public request to bid on a '*contract* (that is to be) *awarded through an open and public process*' to provide certain services to the City. That is the correct criterion. Attorney Dempsey is an *employed attorney* in that firm, whose bid was selected by the Solicitor and Mayor through that open and public process. I, on behalf of our firm and for Attorney Dempsey, individually, have, in the interest of cooperation and transparency, already *voluntarily* provided information and assurances to satisfy other prior post-bid requests made by Council (e.g., providing information under a 'Disclosures by Current Contractor' form *even though the City's RFP did not contain that form or any such requirement*). We did that voluntarily, and promptly, upon request, because we deemed the request reasonable. Now, though also not required to do so, I have informed you, in a further effort to accommodate Council's stated and presumably good faith concern, that Attorney Dempsey's compensation will not be altered as a direct result of our engagement by the City. Respectfully, any request for us to go beyond that, i.e., to effectively provide Council (or any third party) with a right to monitor our law firm's pay practices or employees' pay, would be overreaching, invasive, I believe unlawful, and unacceptable.

That said, we are pleased to have voluntarily provided these assurances to the Mayor and City Council, and look forward to promptly commencing our services to and on behalf of the City, and to working with both of you.

Thank you.

Sincerely,
UFBERG & ASSOCIATES LLP



Robert Ufberg

cc: Stephanie Pisko, Esquire, Mayor's Chief of Staff
Mary Walsh Dempsey, Esquire

Lori Reed

From: John Murray
Sent: Monday, March 02, 2020 11:50 AM
To: Lori Reed
Subject: FW: Arthur Moretti Review of Retired Chief DeSarno Gas Card
Attachments: Revised 2-7-20 Fire Chief Desarno's Findings (5).pdf

From: John Murray
Sent: Monday, March 2, 2020 8:52 AM
To: Paige G. Cagnetti; William Gaughan; Kyle Donahue; Mark McAndrew; Pat Rogan; Jessica Rothchild
Cc: Jessica Eskra; Patrick J. Sheridan; Rebecca McMullen; Mary Lynn Carey; Marie Gallagher
Subject: Arthur Moretti Review of Retired Chief DeSarno Gas Card

Based on the conclusions of Mr. Arthur Moretti, CPA, MBA, CFF, CGMA, it appears there is a difference of \$4,813.70 when comparing what retired Fire Chief Patrick DeSarno reported he feels he owes the City of Scranton taxpayers versus what a Certified Public Accountant says he owes. Upon my personal review of the figures, along with the facts that have been provided, I feel that Mr. Moretti's conclusions are valid. The excuse used that the former mayor said it was okay to use the vehicle at all times is not a valid excuse for a free ride on taxpayers backs. Furthermore, no elected official has the right, or authority, to approve tax avoidance for any employee. Retired Chief DeSarno should reimburse the City of Scranton \$5,373.61 for his personal use of city owned vehicles, which includes the gas tax exemption that the city is entitled to as a municipality. As for the conclusions on the monies owed the Internal Revenue Service (IRS), that is the responsibility of the retired Chief to reconcile his taxes owed to them according to IRS guidelines. I am recommending the City issue a form W2-C for the years 2014 through 2019 to include the income based on IRS guidelines, since retired Chief DeSarno did not produce contemporaneous records of vehicle use the income of the fringe benefit must be recognized.

Going forward it is my recommendation that the City begin to follow the IRS guidelines and develop procedures on reporting income on employee IRS Form W-2. The City may also opt to give the employees the option of using their own vehicles and provide reimbursement checks at the prevailing IRS mileage rate, provided contemporaneous records are kept and expense reports are approved by the employee's immediate supervisor. The personal mileage option should only be implemented once a study is done comparing the cost of both. Unless an employee truly needs a vehicle 24/7 it is my recommendation that a location be utilized, perhaps the DPW parking area, where employees can pick up a city vehicle when needed for traveling on city business and leave their personal vehicle in that parking lot. Should this policy be studied and implemented gas cards should then be assigned to the vehicle, thus taking them out of the possession of the employee. By not taking a vehicle home the employee will avoid being taxed for personal use. Although an employee may have only used a vehicle for business use during the workday the fact that the vehicle was used to travel to and from the workplace is considered personal use for most classifications of employment.

I also believe the following procedures should be put into place:

- Strict guidelines for vehicle procurement and use. No one should be able to request a new vehicle and receive one based on the statement "The Mayor told me I could have a new car"
- Monthly vehicle usage reports to include daily mileage, to/from destinations and purpose of use. If these totals are not included on the record it will be assumed the vehicle was used for personal travel.
- Approval of said monthly vehicle reports by the vehicle user's immediate supervisor. Each vehicle report should be reconciled to the monthly invoices received relating to that vehicles gasoline receipts.
- Gas cards should be assigned to a vehicle, not to an employee.

The monthly reports are a necessary control for verifying mileage reports are accurate and vehicles are being used for the intended purposes. I am also recommending that the position of Fleet Manager, which was proposed and approved in the 2020 Operating Budget, be advertised and filled as soon as possible. This position should oversee all of the vehicles used for City business and compile the monthly reports and balance receipts against vehicle records of usage.

It will be the duty of the Office of City Controller to verify the said receipts against the vehicle reports; it is not the responsibility of this office to prepare those reports that is the responsibility of the administration's Fleet Manager.

As for the monies retired Chief DeSarno is said he is owed for unused vacation and sick time, those waters are as murky as a dark and foggy night. The records provided to Mr. Moretti show that no time off was taken from February 13, 2017 through May 5, 2019. We have no way to disprove that the retired Chief did take time off unless there are records elsewhere that weren't submitted for that long stretch of time. It would appear that a total lack of oversight by the retired Chief's former boss was prevalent.

I will have further recommendations once the full scope of this audit is completed. I do not have a timeline as of this writing as to when the entirety of this process will come to a conclusion as Mr. Moretti and his staff are still gathering data and verifying gas receipts from all city employees with gas cards and assigned vehicles.

Thank you,

John J. Murray
City Controller
City of Scranton
340 N. Washington Avenue
Scranton, PA 18503
(570)348-4125
jmurray@scrantonpa.gov

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Moretti CPA

Arthur J. Moretti, CPA, MBA, CFF, CGMA

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February 7, 2020

City of Scranton
City Hall
340 North Washington Avenue
Scranton, PA 18503

RE: Review of Fire Chief Desarno's Self-Audit of Gas Card Usage for the period June 2014 through November 2019

To whom it may concern,

The City of Scranton has requested Gas Card Audit Services of all Gas Card activity for the period April 2016 through March 2019. During discussion with Senior City Management, they requested that I expand my review to include Fire Chief Patrick Desarno's Self-Audit of all Gas Card usage for the period June 2014 through November 2019, and provide this report to them prior to the finalization of the original engagement.

After it was disclosed that Fire Chief Patrick Desarno utilized his city issued vehicle and Gas Card for personal use, Fire Chief Patrick Desarno was instructed to perform a self-audit and identify the transactions that would be considered personal and make restitution for the total amount.

The objective for this report is to review only the transactions for Fire Chief Desarno and to provide an opinion as to whether his self-audit was complete and sufficient for identification of his personal use of the City issued Gas Card.

I have included in this report my findings and recommendations relating only to my review of Fire Chief Patrick Desarno's self-audit and all Gas Card transactions for the period June 2014 through November 2019.

My report is based on information provided and made available to me. Should additional information become available, that was not provided at the issuance of this report, I reserve the right to revise my report.

Sincerely,



Arthur Moretti, CPA

Summary of the Facts on Fire Chief Patrick Desarno

Fire Chief Patrick Desarno was assigned a City vehicle for use in his position. In his capacity as Fire Chief he maintained an office in City Hall and according to my conversations with staff, his normal hours were Monday through Friday from 8am to 4pm. During the period June 2014 through November 2019 Fire Chief Desarno had a vehicle exclusively assigned to him. In discussions with the former fleet manager, Fire Chief Desarno drove a 2018 Grey Ford Escape prior to his resignation. Prior to the Grey Ford Escape, he drove a 2017 or 2016 Cranberry Ford Escape (the former fleet manager could not recall). Prior to the aforementioned vehicles, he was assigned a Chevrolet Van. Fire Chief Desarno was allowed to take the vehicle home with him when off duty. In addition to a vehicle, Fire Chief Desarno was issued a Gas Card which was provided and paid for by the City. During the summer of 2019, Fire Chief Desarno utilized the Gas Card provided by the city, while out of state on vacation. Fire Chief Desarno admitted to using the vehicle and Gas Card on occasion for personal use and prepared a self-audit to reimburse the city for personal usage. The result of his self-audit was that he should reimburse the City of Scranton \$559.91 for the personal use of the City issued Gas Card.

Summary of Findings

For the purpose of the findings listed below, these apply only to Fire Chief Desarno and therefore are limited to his use of the City issued Gas Card.

Findings

- Fire Chief Desarno's self-audit of the use of the city issued Gas Card acknowledged that his city issued vehicle was utilized for personal purposes. Personal use of an employer provided vehicle is considered a taxable fringe benefit by the Internal Revenue Service.

"If an employer-provided vehicle is used for both business and personal purposes, substantiated business use is not taxable to the employee. Personal use is taxable to the employee as wages. The employer can choose to include all use as wages; in this case, the employee may pay the employer for personal use rather than having it treated as wages. Reg. § 1.61-21(c)"

Furthermore, the burden of substantiation for records regarding business and personal mileage is the responsibility of Fire Chief Desarno and not the City of Scranton. He was required to keep contemporaneous records separating business and personal usage, even in the absence of a written policy by the City.

"Separate records for business and personal mileage are required. IRC 274(d) If records are not provided by the employee, the value of all use of the automobile is wages to the employee."

"Reg. §1.132-5(b) If records are provided by the employee to the employer, only the personal use of the automobile is wages to the employee."

In discussion with Human Resource Personnel, it was verified that Fire Chief Desarno's wages did not include a taxable fringe benefit for personal use of his vehicle for the period reviewed. This would result in an understatement of taxable wages. I recommend that he provide required contemporaneous records for the personal use of his vehicle to the City of Scranton. I further recommend that the City of Scranton follow Internal Revenue Service guidelines and determine the appropriate way to value the taxable fringe benefit and ensure complete tax compliance.

- Fire Chief Desarno in admitting he utilized the Gas Card for personal use avoided paying the tax on gasoline. While the City of Scranton has a gasoline tax exemption, Fire Chief Desarno would not be exempt from the gasoline tax when using the City Gas Card for personal use. I recommend that Fire Chief Desarno reimburse the City of Scranton the gasoline tax on the personal use portion of the Gas Card transactions. I further recommend that the City of Scranton review their requirements in order to be in compliance with the gasoline tax exemption.
- During my examination it was noted that Fire Chief Desarno received a new vehicle frequently. According to the Former Fleet Manager, Fire Chief Desarno needed no approval to receive a new vehicle. It is my opinion that this is a very poor internal control process for procurement of City owned vehicles. I recommend that the City of Scranton create a policy for Asset Procurement. Regardless of position, no individual should be able to request a vehicle and receive one without following a written policy and approval process.
- During my examination I was provided Fire Chief Desarno's annual Attendance Controller which lists vacation, illness/sick and other accrued benefit time (see attached annual Attendance Controller Forms for the report period). It was observed that the days which Fire Chief Desarno disclosed as personal on his self-audit (Including July 18, 2019 his alleged vacation at the Jersey Shore) were not listed on the annual Attendance Controller and there were no corresponding signed Absence Report Forms. It is important to note that in 2018 the Attendance Controller was blank, indicating that Fire Chief Desarno took no time off during the year and only 5 days in 2017. It is likely that any vacation, personal or sick days not included on his Attendance Controller were not deducted from his accrued benefit time balance which is generally paid out to the employee upon separation from employment. This would result in an overstatement of unused benefit time and a significant amount of un-entitled payout. For the purpose of this engagement, I did not quantify the amount, however, I recommend that the City of Scranton inquire with Fire Chief Desarno as to why these days are not included on the annual Attendance Controller. (See Schedule 5). I further recommend that the City of Scranton review policies, procedures and controls surrounding the use and approval of accrued benefit time to ensure that all employees have the utilized time off properly deducted.
- During my examination it was noted that Fire Chief Desarno's self-audit understates the amount of Gas Card transactions for personal use. Please see my summary and details in the next section.

Self-Audit

Fire Chief Desarno indicated that he should reimburse the City of Scranton \$559.91 for personal use of the City issued Gas Card for the period June 2014 through November 2019. His method of calculation does not properly capture the personal use. In order for the self-audit to be valid, he should indicate the number of miles he utilized the vehicle for personal use and provide contemporaneous documentation as required by the Internal Revenue Service. No records of his mileage were made available to me so my examination was limited to the time and place he utilized his City issued Gas Card.

Transactions Outside of the City of Scranton – Disclosed as Business on Self-Audit

It was observed \$514.14 of the card was utilized Outside of the City of Scranton. Fire Chief Desarno indicated that these were business trips although no sufficient support was attached to his self-audit. Without proper documentation it appears unreasonable that in his capacity as Fire Chief he conducts essential job duties outside of the City of Scranton. In my opinion these are personal in use and Fire Chief Desarno should reimburse the City or provide approvals and sufficient records to demonstrate that these were necessary business trips. **See Schedule 1 for details.**

Transactions Outside of the City of Scranton – Not Disclosed on Self-Audit

It was observed Fire Chief Desarno did not include, in his self-audit, Gas Card transactions outside of the City of Scranton, which totaled \$930.28. It should be noted that these dates were not listed on the Attendance Controller as benefit time utilized. In my opinion Fire Chief Desarno should reimburse the City \$930.28 for his usage of the Gas Card outside of the City unless he can provide approvals and sufficient records to demonstrate that these were indeed business trips. **See Schedule 2 for details.**

Multiple Transactions on the Same Day

It was observed that there were multiple transactions on the same day, some outside of the City of Scranton. On 3/28/2018, Fire Chief Desarno utilized his City issued Gas Card twice within an 11-hour period. The odometer reading entered indicated that he drove 310 miles during that period. It should be noted that often times the odometer reading did not appear to be accurate. On 2/5/2016, it was indicated on the Attendance Controller that Fire Chief Desarno was on vacation when he utilized the City issued Gas Card twice within a four-hour period in South Abington, PA (See attached 2016 Attendance Controller). This activity appears to be irregular. In my opinion Fire Chief Desarno should reimburse the City \$497.95 for multiple transactions on the same day unless he provides sufficient records to substantiate the business use of these transactions. **See Schedule 3 for details.**

Weekends/Holidays/Other

It was observed that Fire Chief Desarno filled his vehicle on Various Weekends, Holidays and Other. The total use for Weekends, Holidays and Other amounted to \$2,871.33. No information was provided to me that supported Fire Chief Desarno was on duty during weekends and holidays. In discussions with City Staff it was indicated that Fire Chief Desarno regularly worked Monday through Friday 8am through 4pm. These transactions fall outside of normal business hours. It was also observed that on 4/22/15 and 4/27/15 Fire Chief Desarno was on leave due to illness and on 5/6/2019 Fire Chief Desarno was off on vacation according to the Attendance Controller. In my opinion Fire Chief Desarno should reimburse the City \$2,871.33 for Weekend, Holiday and Other activity unless he provides sufficient records to substantiate the business usage of these transactions. **See Schedule 4 for details.**

Personal Transactions Disclosed on Self-Audit

Personal transactions disclosed in Fire Chief Desarno's self-audit were \$559.91. In my opinion Fire Chief Desarno should reimburse the City \$559.91. See Schedule 5 for details.

City of Scranton Business Day Transactions

Transactions conducted during business days within the City of Scranton could not be identified as either business or personal since no mileage logs or time sheets were provided for Fire Chief Desarno. I therefore have no opinion as to how much should be reimbursed for business day transactions conducted within the City of Scranton because it is reasonable that within his capacity as Fire Chief, he would be conducting essential job duties. Fire Chief Desarno should provide the City with sufficient records to substantiate the business usage of these transactions. See Schedule 6 for details.

Conclusion of Findings

In my opinion, Fire Chief Desarno should reimburse the City of Scranton \$5,373.61 as summarized below for the personal use of the City issued Gas Card. The \$5,373.61 includes \$1,157.30 of a gasoline tax exemption to which the Fire Chief was not entitled.

Furthermore, during the period of time examined the Fire Chief did not have the personal use of his vehicle included in his gross wages for Income Tax purposes. For the purpose of this examination that amount is not quantified in this report.

As noted on page 2 under Findings, it is my opinion that Fire Chief Patrick Desarno did not provide the required documentation in order for the City to properly deduct benefit time used. This will result in an overpayment of his unused benefit time upon separation from employment. For the purpose of this examination that amount is not quantified in this report.

During my examination I was not provided with mileage logs, diaries, calendars or any contemporaneous records of business use that Fire Chief Desarno was required to maintain. Therefore, I reserve the right to re-examine these documents should they be made available and revise my report accordingly.

**Summary of Fire Chief Patrick Desarno's Personal Gas Card Transactions
For the Period June 2014 Through November 2019**

	Gallons	Fuel Amount	Tax Exemption	Total Paid by The City of Scranton
Transactions Out of County/State Disclosed as Business on self-Audit	188.455	514.14	(85.28)	428.86
Transactions out of the City of Scranton	353.199	930.28	(223.79)	706.49
Multiple Fill-ups on the same day	201.239	497.95	(91.60)	406.35
Weekend/Holiday – Other	1180.839	2,871.33	(667.56)	2,203.77
Personal Transactions Disclosed on Self Audit	217.070	559.91	(89.07)	470.84
Total Transactions to be reimbursed	2140.802	\$5,373.61	(\$1,157.30)	\$4,216.31

Schedule 1

Fire Chief Patrick Desarno
Gas Card Usage

Outside of the City of Scranton - Disclosed as Business on Self Audit

Gas Station Address	City	State	Date	Time	Grade	Gallons	Cost/Gal	Fuel Amount	Tax Exemption	Total Paid by the City of Scranton
30 Center Street	Tamaqua	PA	9/24/2014	7:02	U	17.600	3.329	58.92	(3.22)	55.70
1 Industrial Com	Nesquehon	PA	12/17/2014	14:28	U	15.600	2.699	42.23	(2.85)	39.38
1700 State Rte 7	Lebanon	PA	2/19/2015	13:00	U	13.100	2.439	31.96	(2.40)	29.56
1101 N Cameron S	Harrisburg	PA	1/13/2016	11:42	ETH	17.183	2.059	35.38	(11.78)	23.60
887 E Main Street	Ephrata	PA	10/5/2016	13:00	U	7.166	2.339	16.76	(4.91)	11.85
3448 Black Gap Road	Chambersburg	PA	1/26/2017	11:37	ETH	9.500	2.559	24.31	(7.27)	17.04
290 Main Street	Hornell	NY	5/23/2017	15:17	U	8.642	2.399	20.73	(1.58)	19.15
8488 Main Street	Campbell	NY	5/25/2017	12:58	U	8.862	2.459	21.79	(1.62)	20.17
PA Tpk & Rte 3	Wescosville	PA	6/28/2017	16:06	ETH	9.601	2.409	23.13	(7.35)	15.78
8708 Main Street	Campbell	NY	10/5/2017	8:28	U	9.936	2.648	26.32	(1.82)	24.50
37 RTE	Montgomeryville	PA	1/18/2018	11:35	U	6.596	2.798	18.46	(5.01)	13.45
12321 Georgia Ave	Silver Spring	MD	4/19/2018	11:51	U	12.212	2.969	36.26	(2.23)	34.03
502B Centronia Rd	Wescosville	PA	5/24/2018	11:57	U	8.955	3.159	28.29	(6.80)	21.49
1101 N Cameron Street	Harrisburg	PA	8/28/2018	11:34	U	7.288	2.978	21.71	(5.53)	16.18
529 E. Sycamore Rd	Snow Shoe	PA	10/5/2018	20:40	U	12.397	3.088	38.29	(9.41)	28.88
116 N. Mountain Rd	Harrisburg	PA	10/18/2018	8:28	U	12.391	2.998	37.16	(9.41)	27.75
2115 Bel Pre Rd	Silver Spring	PA	4/25/2019	13:19	U	11.426	2.839	32.44	(2.09)	30.35
Total Outside of the City of Scranton - Disclosed as Business on Self Audit							188.455	\$ 514.14	\$ (85.28)	\$ 428.86

Schedule 2

Fire Chief Patrick Desarno
Gas Card Usage

Transactions Outside the City of Scranton - Not disclosed on Self-Audit

Gas Station Address	City	State	Date	Time	Grade	Gallons	Fuel Amount	Tax Exemption	Total Paid by The City of Scranton
803 N Eagle Vall	Milesburg	PA	8/21/2015	13:03	U	7.900	20.79	(1.45)	19.34
806 N Eagle Vall	Milesburg	PA	8/23/2015	15:00	U	13.400	35.00	(2.45)	32.55
3765 Nuangola Rd	Nuangola	PA	9/9/2015	18:21	U	18.800	48.92	(3.44)	45.48
366 Wyoming Ave	Kingston	PA	11/5/2015	11:12	U	15.200	36.00	(2.78)	33.22
308 Route 315 HW	Pittson Twp	PA	4/1/2016	6:05	U	10.278	22.60	(7.05)	15.55
308 Route 315 HW	Pittson Twp	PA	5/12/2016	7:51	U	12.435	28.59	(8.53)	20.06
4704 Birney Ave	Moosic	PA	5/24/2016	15:34	U+	11.544	27.58	(7.92)	19.66
Archbald Corner	Archbald	PA	8/5/2016	10:59	U	12.191	27.05	(8.36)	18.69
800 Northern Blv	South Abington Towns	PA	6/8/2017	8:55	ETH	12.909	33.55	(9.87)	23.68
2 Lane Hill Rd	Tunkhannock	PA	10/3/2017	14:57	U	9.146	25.23	(6.99)	18.24
800 Northern Blv	South Abington Towns	PA	12/18/2017	21:22	U	12.754	35.19	(9.75)	25.44
225 Roosevelt Hwy	Waymart	PA	1/28/2018	15:40	U	10.923	30.57	(8.29)	22.28
Int#8	Tannersville	PA	2/18/2018	17:20	U	12.475	35.67	(9.47)	26.20
800 Northern Blvd	South Abington Towns	PA	5/28/2018	21:35	U	14.061	44.42	(10.67)	33.75
800 Northern Blvd	South Abington Towns	PA	7/3/2018	13:49	U	11.925	36.72	(9.05)	27.67
800 Northern Blvd	South Abington Towns	PA	7/30/2018	21:30	U	14.124	43.77	(10.72)	33.05
800 Northern Blvd	South Abington Towns	PA	8/13/2018	21:21	U	12.763	39.55	(9.69)	29.86
800 Northern Blvd	South Abington Towns	PA	9/14/2018	14:17	U	12.943	39.59	(9.83)	29.76
800 Northern Blvd	South Abington Towns	PA	11/26/2018	21:19	U	12.565	35.17	(9.54)	25.63
Int#80 & Route 715	Tannersville	PA	12/2/2018	12:27	U	12.380	34.40	(9.40)	25.00
2 Lane Hill Rd	Tunkhannock	PA	12/5/2018	20:40	U	11.742	31.93	(8.91)	23.02
800 Northern Blvd	South Abington Towns	PA	3/11/2019	21:18	U	12.909	25.82	(9.80)	16.02
800 Northern Blvd	South Abington Towns	PA	4/1/2019	21:31	U	25.404	37.66	(10.03)	27.63
308 Route 315	Pittson Twp	PA	4/26/2019	13:41	U	12.841	39.79	(9.75)	30.04
225 Roosevelt Hwy	Waymart	PA	5/11/2019	18:23	U	13.503	40.90	(10.25)	30.65
6 Carbondale Hwy	Dickson City	PA	6/17/2019	11:19	U	13.603	38.89	(10.33)	28.56
1245 Wyoming Ave	Exeter	PA	6/23/2019	15:08	U	12.481	34.93	(9.47)	25.46
Total Transactions Outside the City of Scranton-Not disclosed on Self-Audit							930.28	(223.79)	706.49

Schedule 3

Fire Chief Patrick Desarno
Gas Card Usage

Multiple Transactions on the Same Day

Gas Station Street Address	City	State	Date	Time	Grade	Gallons	Fuel Amount	Tax Exemption	Total Paid by The City of Scranton
401 Wyoming	Scranton	PA	10/9/2015	16:16	U	21.200	50.07	(3.88)	46.19
501 Pittson Ave	Scranton	PA	10/9/2015	10:26	U	15.600	37.00	(2.85)	34.15
401 Wyoming	Scranton	PA	10/27/2015	6:46	U	14.300	33.79	(2.62)	31.17
98 Grove Street	Dupont	PA	10/27/2015	14:35	U	16.900	39.00	(3.09)	35.91
401 Wyoming	Scranton	PA	12/11/2015	14:46	U	16.000	36.90	(2.93)	33.97
401 Wyoming	Scranton	PA	12/11/2015	10:34	U	16.900	39.00	(3.09)	35.91
800 Northern Blv	South Abin	PA	2/5/2016	15:25	ETH	17.511	35.00	(12.01)	22.99 On vacation 2/5/16
800 Northern Blv	South Abin	PA	2/5/2016	19:55	ETH	10.507	21.00	(7.21)	13.79 On vacation 2/5/16
234 S. Main Street	Scranton	PA	10/24/2016	9:12	U	0.027	0.06	(0.01)	0.05
220 S. 7TH AVE	Scranton	PA	10/24/2016	11:32	U	12.415	29.78	(8.51)	21.27
234 S. Main Street	Scranton	PA	10/24/2016	9:10	U	0.631	1.51	(0.44)	1.07
234 S. Main Street	Scranton	PA	2/28/2018	9:41	U	0.011	0.03	(0.00)	0.03
234 S. Main Street	Scranton	PA	2/28/2018	9:44	U	12.300	35.17	(9.33)	25.84
220 S. 7TH AVE	Scranton	PA	3/28/2018	8:35	U	11.951	33.93	(9.07)	24.86
234 S. Main Street	Scranton	PA	3/28/2018	19:16	U	12.563	36.67	(9.54)	27.13
800 Northern Blvd	South Abington Towns	PA	6/26/2018	13:16	U	10.981	33.81	(8.34)	25.47
800 Northern Blvd	South Abington Towns	PA	6/26/2018	19:49	U	11.442	35.23	(8.68)	26.55
Total Multiple Transactions on the Same Day						201.239	\$ 497.95	\$ (91.60)	\$ 406.35

Schedule 4

Fire Chief Patrick Desarno
Gas Card Usage

Weekend/Holiday/Other

Gas Station Street Address	City	State	Date	Time	Grade	Gallons	Fuel Amount	Tax Exemption	Total Paid by The City of Scranton
501 Pittson Ave	Scranton	PA	7/20/2014	10:56	U	12.500	45.30	(2.29)	43.01 Sunday
401 Wyoming	Scranton	PA	11/16/2014	17:30	U	21.500	64.72	(3.93)	60.79 Sunday
300 Cedar Ave	Scranton	PA	3/29/2015	17:46	U	21.900	56.19	(4.01)	52.18 Sunday
401 Wyoming	Scranton	PA	4/5/2015	15:07	U	19.400	48.59	(3.55)	45.04 Easter Sunday
300 Cedar Ave	Scranton	PA	4/22/2015	13:31	U	13.1000	35.00	(2.40)	32.60 Out on illness 4/17/15 - 5/11/15
1100 Moosic St	Scranton	PA	4/27/2015	13:50	U	13.7000	37.71	(2.51)	35.20 Out on illness 4/17/15 - 5/11/15
401 Wyoming	Scranton	PA	5/24/2015	8:33	U	20.700	58.06	(3.79)	54.27 Sunday before Memorial day
401 Wyoming	Scranton	PA	5/31/2015	10:19	U	19.700	55.15	(3.61)	51.54 Sunday
401 Wyoming	Scranton	PA	6/21/2015	12:18	U	17.200	49.36	(3.15)	46.21 Sunday
401 Wyoming	Scranton	PA	5/28/2015	12:30	U	18.200	52.19	(3.33)	48.86 Sunday
401 Wyoming	Scranton	PA	7/5/2015	13:21	U	14.200	40.67	(2.60)	38.07 Sunday /4th of July weekend
300 Cedar Ave	Scranton	PA	8/8/2015	11:46	U	6.100	16.21	(1.12)	15.09 Saturday
145 college Ave	Scranton	PA	8/22/2015	16:16	U	16.900	43.50	(3.09)	40.41 Saturday /Wyoming County
501 Pittson Ave	Scranton	PA	9/12/2015	10:56	U	17.000	41.01	(3.11)	37.90 Saturday
300 Cedar Ave	Scranton	PA	11/11/2015	8:36	U	17.800	42.91	(3.26)	39.65 Veterans Day
401 Wyoming	Scranton	PA	11/19/2015	10:39	U	8.700	21.08	(1.59)	19.49 Saturday
300 Cedar Ave	Scranton	PA	1/1/2016	19:15	U	6.700	15.01	(1.23)	13.78 New Years day
300 Cedar Ave	Scranton	PA	1/3/2016	8:43	U	18.700	41.20	(3.42)	37.78 Sunday
1327 Providence	Scranton	PA	1/9/2016	19:58	U	16.900	37.37	(3.09)	34.28 Saturday
220 S. 7TH AVE	Scranton	PA	2/21/2016	13:08	U	16.946	31.84	(11.62)	20.22 Sunday
220 S. 7TH AVE	Scranton	PA	2/28/2016	7:53	U	17.985	34.51	(12.34)	22.17 Sunday
1735 N. Keyser Ave	Scranton	PA	3/12/2016	17:42	U	15.684	31.35	(10.76)	20.59 Saturday
234 S. Main Street	Scranton	PA	3/27/2016	12:19	U	11.385	25.04	(7.81)	17.23 Sunday
1735 N. Keyser Ave	Scranton	PA	4/3/2016	13:36	U	12.987	28.56	(8.91)	19.65 Sunday
234 S. Main Street	Scranton	PA	4/9/2016	11:18	U	11.989	26.60	(8.22)	18.38 Saturday
234 S. Main Street	Scranton	PA	4/30/2016	13:26	U	10.194	24.05	(7.00)	17.05 Saturday
234 S. Main Street	Scranton	PA	5/7/2016	8:38	U	5.526	13.48	(3.79)	9.69 Saturday/two Fill ups same Day
893 Davis Street	Scranton	PA	5/7/2016	19:34	U	11.453	28.28	(7.86)	20.42 Saturday/two Fill ups same Day
234 S. Main Street	Scranton	PA	5/29/2016	16:07	U	12.224	30.06	(8.39)	21.67 Sunday
1227 S. Main St	Scranton	PA	7/9/2016	19:32	U	11.305	26.67	(7.76)	18.91 Saturday
1227 S. Main St	Scranton	PA	7/16/2016	20:20	U	10.659	25.24	(7.34)	17.90 Saturday
220 S. 7TH AVE	Scranton	PA	7/31/2016	14:17	U	9.441	21.14	(6.48)	14.66 Sunday
234 S. Main Street	Scranton	PA	8/7/2016	13:11	U	6.270	13.91	(4.30)	9.61 Sunday
234 S. Main Street	Scranton	PA	8/13/2016	19:21	U	12.744	28.79	(8.74)	20.05 Saturday
220 S. 7TH AVE	Scranton	PA	8/28/2016	10:36	U	9.817	22.77	(6.74)	16.03 Sunday
1735 N. Keyser Ave	Scranton	PA	9/5/2016	19:23	U	12.925	31.01	(8.87)	22.14 Labor Day
234 S. Main Street	Scranton	PA	9/18/2016	15:48	U	11.988	27.68	(8.22)	19.46 Sunday
220 S. 7TH AVE	Scranton	PA	9/24/2016	10:24	U	13.420	31.12	(9.21)	21.91 Saturday
1227 S. Main St	Scranton	PA	10/8/2016	21:01	ETH	13.399	32.55	(9.19)	23.36 Saturday
1227 S. Main St	Scranton	PA	10/22/2016	14:07	U	11.735	28.03	(8.05)	19.98 Saturday
220 S. 7TH AVE	Scranton	PA	12/3/2016	15:24	U	13.301	32.18	(9.12)	23.06 Saturday
1227 S. Main St	Scranton	PA	12/10/2016	18:38	U	13.298	32.70	(9.12)	23.58 Saturday

Schedule 4

Weekend/Holiday/Other	PA	12/18/2016	11:57	U	12.289	30.22	(8.43)	21.79	Sunday
1227 S. Main St	Scranton	12/26/2016	13:00	U	13.230	33.86	(9.07)	24.79	Viewmont Mall/Day after Christmas
6 Carbondale Highway	Dickson City	1/29/2017	11:06	U	13.335	34.92	(10.20)	24.72	Sunday
1227 S. Main St	Scranton	2/11/2017	14:48	U+	11.020	30.40	(8.43)	21.97	Saturday
1227 S. Main St	Scranton	3/17/2017	7:24	U	3.913	9.62	(3.00)	6.62	St. Patrick's Day
220 S. 7TH AVE	Scranton	3/17/2017	18:25	U	11.623	28.58	(8.89)	19.69	St. Patrick's Day 25.1 Miles in 11 hours
220 S. 7TH AVE	Scranton	3/17/2017	20:11	U	10.398	26.19	(7.95)	18.24	Saturday
234 S. Main Street	Scranton	4/30/2017	12:24	ETH	13.029	35.17	(9.96)	25.21	Sunday
1716 N. Main Ave	Scranton	5/13/2017	19:48	U	7.696	20.00	(5.89)	14.11	Saturday
1735 N. Keyser Ave	Scranton	5/29/2017	8:34	ETH	9.917	26.07	(7.58)	18.49	Saturday
1102 O'Neil Highway	Dunmore	5/29/2017	19:16	U	13.206	33.53	(10.11)	23.42	Memorial Day
220 S. 7TH AVE	Scranton	6/11/2017	13:02	U	13.487	34.51	(10.32)	24.19	Sunday
1227 S. Main St	Scranton	6/17/2017	14:06	U	11.654	29.82	(8.91)	20.91	Saturday
234 S. Main Street	Scranton	7/4/2017	7:32	U	13.462	32.30	(10.29)	22.01	4th of July
220 S. 7TH AVE	Scranton	7/12/2017	7:43	U	10.918	27.50	(8.35)	19.15	Saturday
1227 S. Main St	Scranton	8/12/2017	19:29	ETH	12.947	33.65	(9.91)	23.74	Saturday
800 Northern Blvd	Scranton	8/20/2017	20:01	U	7.845	20.08	(6.01)	14.07	Sunday
1227 S. Main St	Scranton	8/26/2017	20:23	U	8.006	20.01	(6.13)	13.88	Saturday
220 S. 7TH AVE	Scranton	9/2/2017	11:00	U	12.214	34.92	(9.35)	25.57	Saturday
234 S. Main Street	Scranton	9/30/2017	17:37	U	11.405	31.92	(8.73)	23.19	Saturday
1735 N. Keyser Ave	Scranton	10/7/2017	16:30	U	5.019	32.68	(9.20)	23.48	Saturday
220 S. 7TH AVE	Scranton	10/9/2017	16:21	U	12.733	15.82	(4.39)	11.43	Columbus Day
1227 S. Main St	Scranton	12/25/2017	17:47	U	13.288	13.29	(10.16)	3.13	Christmas
234 S. Main Street	Scranton	12/30/2017	14:23	U	9.384	9.38	(7.18)	2.20	Saturday
220 S. 7TH AVE	Scranton	1/14/2018	14:02	U	12.464	12.46	(9.46)	3.00	Sunday
220 S. 7TH AVE	Scranton	2/4/2018	14:32	U	13.613	38.51	(10.33)	28.18	Sunday
220 S. 7TH AVE	Scranton	3/3/2018	12:43	U	10.281	28.88	(7.80)	21.08	Saturday
1716 N. Main Ave 20	Scranton	4/8/2018	19:30	U	13.077	37.91	(9.92)	27.99	Sunday
234 S. Main Street	Scranton	4/29/2018	14:56	U	13.097	40.06	(9.94)	30.12	Sunday
220 S. 7TH AVE	Scranton	5/12/2018	18:16	U	11.263	34.45	(8.55)	25.90	Saturday
1716 N. Main Ave 20	Scranton	5/19/2018	16:17	U	13.184	40.33	(10.00)	30.33	Saturday
220 S. 7TH AVE	Scranton	6/9/2018	18:34	U	9.614	29.99	(7.30)	22.69	Sunday
800 Northern Blvd	South Abington Towns	7/7/2018	19:39	U	13.497	41.56	(10.24)	31.32	Saturday
1218 Oneill Hwy	Dunmore	9/8/2018	20:54	U	11.997	37.18	(9.11)	28.07	Saturday
220 S. 7TH AVE	Scranton	10/28/2018	11:30	U	12.119	35.38	(9.20)	26.18	Sunday
1735 N. Keyser Ave	Scranton	12/9/2018	18:39	U	13.550	35.76	(10.28)	25.48	Sunday
800 Northern Blvd	South Abington Towns	12/31/2018	21:32	U	12.640	33.36	(9.59)	23.77	New Years Eve
220 S. Main Street	Scranton	1/5/2019	12:11	U	7.444	19.79	(5.65)	14.14	Saturday
220 S. 7TH AVE	Scranton	1/12/2019	9:30	U	11.454	28.62	(8.70)	19.92	Saturday
551 Moosic Street	Scranton	2/3/2019	15:00	U	11.438	28.58	(8.68)	19.90	Sunday
220 S. 7TH AVE	Scranton	3/2/2019	8:45	U	13.397	25.18	(10.17)	15.01	Saturday
220 S. 7TH AVE	Scranton	3/17/2019	13:12	U	13.898	27.79	(10.55)	17.24	Sunday/St. Patrick's Day
1227 S. Main Street	Scranton	3/23/2019	17:23	U	25.067	39.19	(10.26)	28.93	Saturday
1716 N. Main Ave 20	Scranton	3/30/2019	9:10	U	25.268	20.03	(5.38)	14.55	Saturday
234 S. Main Street	Scranton	4/6/2019	14:14	U	25.547	27.93	(7.21)	20.72	Saturday
234 S. Main Street	Scranton	5/6/2019	14:38	U	11.5720	38.96	(9.54)	29.42	On vacation 5/6/19
220 S. 7TH AVE	Scranton	6/1/2019	8:09	U	7.508	21.32	(5.69)	15.63	Saturday
220 S. 7TH AVE	Scranton	6/30/2019	10:43	U	13.841	39.57	(10.50)	29.07	Sunday
800 Northern Blvd	South Abington Towns	12/24/2018	21:20	U	13.376	35.30	(10.15)	25.15	Christmas Eve
Total Weekend/ Holiday/Other					1,180.839	\$ 2,871.33	\$ (667.56)	\$ 2,203.77	

Schedule 5

Fire Chief Patrick Desarno
Gas Card Usage

Personal Transactions Disclosed on Self Audit

Gas Station Street Address				City	State	Date	Time	Grade	Gallons	Fuel Amount	Tax Exemption	Total Paid by The City of Scranton	
5472 Nittany				Mill Hal	PA	9/18/2014	13:24	U	16.400	54.95	(3.00)	51.95 Mon	
7 S Broad Street				Nazareth	PA	11/6/2014	11:22	U	13.700	42.01	(2.51)	39.50 Thurs	
554 River Road				Fair Haven	NJ	8/12/2015	20:14	U	16.400	45.00	(3.00)	42.00 Wed	
2119 State Route				Oakhurst	NJ	7/1/2016	7:46	ETH	11.244	22.48	(2.06)	20.42 Fri	
2188 Tag Rd				Canastota	NY	11/17/2016	21:44	ETH	10.672	25.18	(1.95)	23.23 Thurs	
NYThruway 336 E				Clifton SP	NY	11/20/2016	10:49	U	11.039	25.82	(2.02)	23.80 Sunday	
PA Tpk & Rte 3				Wescosville	PA	7/5/2017	19:17	ETH	5.579	13.50	(4.27)	9.23 Wed	
PA Tpk & Rte 3				Wescosville	PA	10/11/2017	16:16	U	10.726	28.20	(8.20)	20.00 Wed	
48 Denison Pkwy W				Corning	NY	3/17/2018	21:03	U	8.771	23.15	(1.61)	21.54 Saturday	
400 Russell St				Baltimore	MD	6/3/2018	12:05	U	9.663	30.91	(1.77)	29.14 Sunday	
501 Amboy Ave				Woodbridge	NJ	6/30/2018	19:56	U	9.133	27.02	(1.67)	25.35 Sunday	
256 Danner Road				Jim Thorpe	PA	8/12/2018	11:59	U	11.735	35.78	(8.91)	26.87 Sunday	
256 Danner Road				Jim Thorpe	PA	3/20/2019	7:16	U	8.123	22.90	(6.17)	16.73 Wed	
4001 Woodhaven Road				Philadelphia	PA	4/20/2019	20:29	U	29.663	32.39	(8.37)	24.02 Sunday	
256 Danner Road				Jim Thorpe	PA	5/23/2019	12:27	U	12.183	36.78	(9.25)	27.53 Thurs	
256 Danner Road				Jim Thorpe	PA	7/9/2019	9:07	U	12.640	37.15	(9.59)	27.56 Tues	
50528 Cetronia Rd				Wescosville	PA	7/18/2019	11:59	U	5.036	15.05	(3.82)	11.23 Thurs	
3131 W Tilgham St				Allentown	PA	7/21/2019	17:56	U	14.363	41.64	(10.90)	30.74 Sunday	
Total Personal Transactions Disclosed on Self Audit										217.070 \$	559.91	(89.07) \$	470.84

* Highlighted items were not listed on the attendance controller which lists his approved time off and most likely not deducted from his accrued benefit time.

Schedule 6

Fire Chief Patrick Desarno

Gas Card Usage

City of Scranton - Business Day Transactions

Gas Station Street Address	City	State	Date	Time	Grade	Gallons	Fuel Amount	Tax Exemption	Total Paid by The City of Scranton
501 Pittson Ave	Scranton	PA	6/20/2014	8:54	U	18.6000	70.15		70.15
501 Pittson Ave	Scranton	PA	7/3/2014	10:52	U	20.1000	73.00	(3.68)	69.32
501 Pittson Ave	Scranton	PA	7/10/2014	9:36	U	15.4000	56.00	(2.82)	53.18
501 Pittson Ave	Scranton	PA	7/25/2014	7:59	U	18.8000	68.00	(3.44)	64.56
501 Pittson Ave	Scranton	PA	8/8/2014	13:38	U	16.9000	58.82	(3.09)	55.73
501 Pittson Ave	Scranton	PA	8/28/2014	12:48	U	19.8000	67.00	(3.62)	63.38
501 Pittson Ave	Scranton	PA	9/10/2014	12:20	U	17.4000	59.09	(3.18)	55.91
501 Pittson Ave	Scranton	PA	9/16/2014	12:16	U	10.9000	37.00	(1.99)	35.01
501 Pittson Ave	Scranton	PA	9/29/2014	12:58	U	19.6000	66.03	(3.59)	62.44
501 Pittson Ave	Scranton	PA	10/8/2014	16:21	U	19.1000	64.49	(3.50)	60.99
501 Pittson Ave	Scranton	PA	10/10/2014	9:52	U	15.6000	51.00	(2.85)	48.15
501 Pittson Ave	Scranton	PA	10/16/2014	14:50	U	20.3000	65.82	(3.71)	62.11
501 Pittson Ave	Scranton	PA	10/30/2014	16:00	U	20.2000	64.00	(3.70)	60.30
401 Wyoming	Scranton	PA	11/6/2014	15:56	U	15.4000	46.22	(2.82)	43.40
401 Wyoming	Scranton	PA	12/26/2014	9:56	U	20.2000	59.58	(3.70)	55.88
701 S Keyser Ave	Scranton	PA	12/11/2014	13:28	U	18.7000	51.96	(3.42)	48.54
501 Pittson Ave	Scranton	PA	12/26/2014	13:28	U	18.2000	47.00	(3.33)	43.67
401 Wyoming	Scranton	PA	1/7/2015	16:10	U	19.1000	46.04	(3.50)	42.54
401 Wyoming	Scranton	PA	1/20/2015	14:24	U	19.6000	44.34	(3.59)	40.75
501 Pittson Ave	Scranton	PA	1/21/2015	8:05	U	13.9000	31.60	(2.54)	29.06
401 Wyoming	Scranton	PA	2/10/2015	8:34	U	20.1000	47.65	(3.68)	43.97
401 Wyoming	Scranton	PA	2/17/2015	12:34	U	16.7000	41.27	(3.06)	38.21
1100 Moosic St	Scranton	PA	2/26/2015	10:44	U	11.1000	27.31	(2.03)	25.28
401 Wyoming	Scranton	PA	3/2/2015	12:24	U	20.7000	53.87	(3.79)	50.08
401 Wyoming	Scranton	PA	3/11/2015	11:33	U	15.7000	42.00	(2.87)	39.13
501 Pittson Ave	Scranton	PA	3/13/2015	11:42	U	18.1000	47.50	(3.31)	44.19
401 Wyoming	Scranton	PA	3/24/2015	12:35	U	20.3000	50.87	(3.71)	47.16
401 Wyoming	Scranton	PA	4/13/2015	13:33	U	13.8000	35.47	(2.53)	32.94
300 Cedar Ave	Scranton	PA	4/16/2015	15:49	U	20.7000	53.19	(3.79)	49.40
401 Wyoming	Scranton	PA	5/12/2015	16:13	U	10.7000	30.01	(1.96)	28.05
501 Pittson Ave	Scranton	PA	5/14/2015	19:11	U	11.8000	32.75	(2.16)	30.59
401 Wyoming	Scranton	PA	5/18/2015	10:51	U	19.7000	55.21	(3.61)	51.60
401 Wyoming	Scranton	PA	5/20/2015	10:17	U	9.4000	26.49	(1.72)	24.77
501 Pittson Ave	Scranton	PA	6/3/2015	11:04	U	16.0000	44.25	(2.93)	41.32

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401 Wyoming	Scranton	PA	6/5/2015	10:53	U	18.3000	51.34	(3.35)	47.99
701 s Keyser Ave	Scranton	PA	6/5/2015	16:37	U	13.1000	36.13	(2.40)	33.73
401 Wyoming	Scranton	PA	6/15/2015	19:24	U	21.0000	60.26	(3.84)	56.42
501 Pittson Ave	Scranton	PA	7/8/2015	12:38	U	16.4000	46.00	(3.00)	43.00
401 Wyoming	Scranton	PA	7/10/2015	13:05	U	20.4000	58.41	(3.73)	54.68
300 Cedar Ave	Scranton	PA	7/16/2015	21:01	U	22.1000	61.86	(4.04)	57.82
501 Pittson Ave	Scranton	PA	7/22/2015	12:24	U	12.4000	34.25	(2.27)	31.98
401 Wyoming	Scranton	PA	7/23/2015	10:19	U	18.9000	52.93	(3.46)	49.47
401 Wyoming	Scranton	PA	7/30/2015	19:08	U	20.3000	54.65	(3.71)	50.94
401 Wyoming	Scranton	PA	8/4/2015	10:46	U	21.5000	57.69	(3.93)	53.76
300 Cedar Ave	Scranton	PA	8/6/2015	12:15	U	10.5000	27.83	(1.92)	25.91
300 Cedar Ave	Scranton	PA	8/11/2015	6:49	U	20.0000	52.06	(3.66)	48.40
401 Wyoming	Scranton	PA	8/17/2015	12:07	U	19.3000	50.28	(3.53)	46.75
501 Pittson Ave	Scranton	PA	8/19/2015	12:27	U	174.0000	43.50	(3.18)	40.32
501 Pittson Ave	Scranton	PA	8/28/2015	11:41	U	15.0000	37.00	(2.75)	34.25
3021 N Main Ave	Scranton	PA	8/29/2015	13:35	U	22.0000	55.01	(4.03)	50.98
1100 Moosic St	Scranton	PA	9/4/2015	19:15	U	17.0000	41.00	(3.11)	37.89
1327 Providence	Scranton	PA	9/4/2015	10:25	U	19.4000	47.95	(3.55)	44.40
300 Cedar Ave	Scranton	PA	9/17/2015	8:27	U	20.7000	49.75	(3.79)	45.96
300 Cedar Ave	Scranton	PA	9/24/2015	15:44	U	21.0000	50.47	(3.84)	46.63
401 Wyoming	Scranton	PA	10/1/2015	13:56	U	15.2000	35.05	(2.78)	32.27
401 Wyoming	Scranton	PA	10/2/2015	10:27	U	20.5000	47.33	(3.75)	43.58
501 Pittson Ave	Scranton	PA	10/14/2015	10:15	U	15.5000	36.75	(2.84)	33.91
701 S Keyser Ave	Scranton	PA	10/19/2015	19:27	U	18.6000	43.96	(3.40)	40.56
701 s Keyser Ave	Scranton	PA	11/2/2015	19:17	U	20.4000	46.90	(3.73)	43.17
401 Wyoming	Scranton	PA	11/12/2015	9:29	U	14.3000	34.35	(2.62)	31.73
501 Pittson Ave	Scranton	PA	11/17/2015	13:48	U	11.5000	26.50	(2.10)	24.40
401 Wyoming	Scranton	PA	11/18/2015	15:02	U	17.0000	40.83	(3.11)	37.72
501 Pittson Ave	Scranton	PA	11/20/2015	8:18	U	7.5000	17.25	(1.37)	15.88
401 Wyoming	Scranton	PA	11/24/2015	12:46	U	14.7000	35.38	(2.69)	32.69
1100 Moosic St	Scranton	PA	11/25/2015	10:31	U	17.5000	40.36	(3.20)	37.16
1435 N Washington	Scranton	PA	12/2/2015	15:02	U	17.4000	39.45	(3.18)	36.27
300 Cedar Ave	Scranton	PA	12/4/2015	19:12	U	20.5000	48.48	(3.75)	44.73
1327 Providence	Scranton	PA	12/14/2015	19:26	U	18.2000	41.53	(3.33)	38.20
300 Cedar Ave	Scranton	PA	12/24/2015	15:15	U	22.0000	49.48	(4.03)	45.45
1327 Providence	Scranton	PA	1/5/2016	17:53	U	16.2000	35.78	(2.96)	32.82
234 S. Main Street	Scranton	PA	1/18/2016	12:29	U	17.6280	38.06	(12.10)	25.96
220 S. 7TH AVE	Scranton	PA	1/22/2016	11:00	u	17.6320	35.42	(12.10)	23.32
1227 S. Main St	Scranton	PA	1/27/2016	6:18	u	10.0000	20.59	(6.86)	13.73
234 S. Main Street	Scranton	PA	1/29/2016	6:25	u	17.9440	35.87	(12.31)	23.56
1227 S. Main St	Scranton	PA	2/14/2016	13:32	u	16.3560	32.04	(11.22)	20.82
220 S. 7TH AVE	Scranton	PA	3/4/2016	7:20	U	14.7030	28.22	(10.09)	18.13

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220 S. 7TH AVE	Scranton	PA	3/7/2016	15:33	U	17,2530	33.11	(11.84)	21.27
220 S. 7TH AVE	Scranton	PA	3/18/2016	11:12	U	17,4100	36.54	(11.95)	24.59
1227 S. Main St	Scranton	PA	4/12/2016	17:53	U	9,5660	21.99	(6.56)	15.43
1735 N. Keyser Ave	Scranton	PA	4/18/2016	19:28	U	10,9010	26.15	(7.47)	18.68
234 S. Main Street	Scranton	PA	4/22/2016	7:05	U	10,5410	25.29	(7.23)	18.06
234 S. Main Street	Scranton	PA	4/26/2016	10:52	U	10,1320	23.90	(6.95)	16.95
234 S. Main Street	Scranton	PA	5/4/2016	7:32	U	9,4830	23.13	(6.51)	16.62
220 S. 7TH AVE	Scranton	PA	5/5/2016	15:43	U	12,1770	29.33	(8.36)	20.97
234 S. Main Street	Scranton	PA	5/16/2016	19:15	U	9,6630	23.18	(6.63)	16.55
1227 S. Main St	Scranton	PA	5/20/2016	17:56	U	10,1820	25.04	(6.98)	18.06
1735 N. Keyser Ave	Scranton	PA	6/3/2016	20:01	U	11,9330	29.34	(8.18)	21.16
1735 N. Keyser Ave	Scranton	PA	6/6/2016	11:31	U	11,4230	28.09	(7.84)	20.25
234 S. Main Street	Scranton	PA	6/10/2016	19:27	U	11,6530	28.65	(7.99)	20.66
220 S. 7TH AVE	Scranton	PA	6/16/2016	6:34	U	11,2060	27.33	(7.69)	19.64
234 S. Main Street	Scranton	PA	6/20/2016	19:01	U	9,6700	23.20	(6.63)	16.57
220 S. 7TH AVE	Scranton	PA	6/24/2016	12:01	U	11,7420	28.40	(8.06)	20.34
234 S. Main Street	Scranton	PA	6/29/2016	16:19	U	12,1450	28.41	(8.33)	20.08
220 S. 7TH AVE	Scranton	PA	7/5/2016	15:33	U	12,7150	30.38	(8.73)	21.65
234 S. Main Street	Scranton	PA	7/13/2016	16:18	U	10,9300	25.78	(7.50)	18.28
220 S. 7TH AVE	Scranton	PA	7/20/2016	17:39	U	13,6920	31.48	(9.40)	22.08
1227 S. Main St	Scranton	PA	7/24/2016	6:24	U	8,7120	20.03	(5.97)	14.06
234 S. Main Street	Scranton	PA	7/28/2016	12:05	U	10,7180	24.21	(7.35)	16.86
234 S. Main Street	Scranton	PA	8/10/2016	13:23	U	11,7960	26.65	(8.09)	18.56
234 S. Main Street	Scranton	PA	8/19/2016	19:16	U	11,9590	27.73	(8.21)	19.52
1735 N. Keyser Ave	Scranton	PA	8/24/2016	11:34	U	11,9900	27.57	(8.22)	19.35
234 S. Main Street	Scranton	PA	9/11/2016	13:14	U	13,0320	30.09	(8.94)	21.15
1735 N. Keyser Ave	Scranton	PA	9/27/2016	13:00	U	13,1480	31.02	(9.02)	22.00
1227 S. Main St	Scranton	PA	10/4/2016	11:30	U	7,3550	17.42	(5.05)	12.37
1227 S. Main St	Scranton	PA	10/12/2016	8:48	U	7,2790	17.68	(4.99)	12.69
893 Davis Street	Scranton	PA	10/13/2016	11:29	U	10,9980	26.38	(7.54)	18.84
234 S. Main Street	Scranton	PA	10/17/2016	16:56	U	12,9240	30.88	(8.87)	22.01
220 S. 7TH AVE	Scranton	PA	10/31/2016	15:06	U	13,4310	32.22	(9.22)	23.00
1227 S. Main St	Scranton	PA	11/8/2016	8:17	U	13,0710	32.14	(8.96)	23.18
234 S. Main Street	Scranton	PA	11/15/2016	6:37	U	10,8360	26.21	(7.43)	18.78
234 S. Main Street	Scranton	PA	11/17/2016	14:06	U	10,7650	26.04	(7.38)	18.66
220 S. 7TH AVE	Scranton	PA	11/22/2016	12:35	U	12,4540	29.13	(8.54)	20.59
893 Davis Street	Scranton	PA	11/28/2016	9:56	U	11,3100	28.04	(7.76)	20.28
234 S. Main Street	Scranton	PA	1/10/2017	9:00	U	10,5700	28.53	(8.08)	20.45
1102 O'Neil Highway	Dunmore	PA	1/23/2017	11:47	ETH	13,0860	34.80	(10.01)	24.79
220 S. 7TH AVE	Scranton	PA	2/14/2017	7:27	U	14,0300	35.62	(10.74)	24.88
234 S. Main Street	Scranton	PA	2/22/2017	10:56	U	12,7780	32.70	(9.78)	22.92
234 S. Main Street	Scranton	PA	2/28/2017	15:37	U	12,1510	31.09	(9.29)	21.80

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234 S. Main Street	Scranton	PA	3/8/2017	15:56	U	12.8340	32.84	(9.82)	23.02
234 S. Main Street	Scranton	PA	3/13/2017	15:50	U	9.3780	23.62	(7.18)	16.44
220 S. 7TH AVE	Scranton	PA	3/23/2017	15:32	U	12.7580	31.63	(9.76)	21.87
1735 N. Keyser Ave	Scranton	PA	3/27/2017	19:20	U	9.2600	23.70	(7.08)	16.62
234 S. Main Street	Scranton	PA	4/7/2017	18:52	U	12.6140	33.54	(9.65)	23.89
220 S. 7TH AVE	Scranton	PA	4/11/2017	10:40	U	13.2890	34.54	(10.16)	24.38
220 S. 7TH AVE	Scranton	PA	4/19/2017	6:58	U	12.4180	32.52	(9.50)	23.02
220 S. 7TH AVE	Scranton	PA	4/24/2017	15:22	U	11.8470	30.70	(9.06)	21.64
220 S. 7TH AVE	Scranton	PA	4/28/2017	13:46	U	8.8000	22.70	(6.74)	15.96
220 S. 7TH AVE	Scranton	PA	5/5/2017	10:52	U	136.8280	35.11	(10.58)	24.53
220 S. 7TH AVE	Scranton	PA	5/16/2017	10:25	U	10.6620	25.64	(8.16)	17.48
1735 N. Keyser Ave	Scranton	PA	5/22/2017	19:27	U	5.8830	15.29	(4.50)	10.79
220 S. 7TH AVE	Scranton	PA	6/2/2017	14:09	U	7.5120	19.07	(5.74)	13.33
220 S. 7TH AVE	Scranton	PA	6/22/2017	17:42	U	12.8100	30.99	(9.80)	21.19
234 S. Main Street	Scranton	PA	6/26/2017	10:56	U	12.7960	31.47	(9.79)	21.68
220 S. 7TH AVE	Scranton	PA	7/10/2017	13:00	U	14.1430	34.21	(10.82)	23.39
234 S. Main Street	Scranton	PA	7/26/2017	18:10	U	12.9260	33.08	(9.89)	23.19
220 S. 7TH AVE	Scranton	PA	8/2/2017	9:47	U	8.0110	20.02	(6.13)	13.89
220 S. 7TH AVE	Scranton	PA	8/4/2017	10:08	U	11.6530	29.12	(8.91)	20.21
800 Northern Blv	Scranton	PA	8/7/2017	19:26	ETH	12.8740	33.46	(9.85)	23.61
220 S. 7TH AVE	Scranton	PA	8/17/2017	6:44	U	13.1920	32.97	(10.09)	22.88
220 S. 7TH AVE	Scranton	PA	8/28/2017	19:16	U	10.1340	25.32	(7.75)	17.57
234 S. Main Street	Scranton	PA	9/6/2017	9:57	U	11.3780	33.67	(8.70)	24.97
220 S. 7TH AVE	Scranton	PA	9/12/2017	10:11	U	13.2310	37.70	(10.12)	27.58
234 S. Main Street	Scranton	PA	9/15/2017	14:02	U	10.0730	29.20	(7.70)	21.50
893 Davis Street	Scranton	PA	9/19/2017	19:18	U	10.2340	29.16	(7.83)	21.33
220 S. 7TH AVE	Scranton	PA	9/22/2017	7:36	U	8.7110	24.03	(6.66)	17.37
220 S. 7TH AVE	Scranton	PA	9/26/2017	10:24	U	11.2920	31.15	(8.64)	22.51
220 S. 7TH AVE	Scranton	PA	10/18/2017	17:39	U	13.4400	36.27	(10.28)	25.99
220 S. 7TH AVE	Scranton	PA	10/23/2017	19:15	U	12.1710	32.36	(9.31)	23.05
220 S. 7TH AVE	Scranton	PA	10/28/2017	11:35	U	10.6100	28.21	(8.12)	20.09
220 S. 7TH AVE	Scranton	PA	11/1/2017	10:36	U	12.6300	33.84	(9.66)	24.18
220 S. 7TH AVE	Scranton	PA	11/6/2017	10:37	U	13.1380	35.20	(10.05)	25.15
220 S. 7TH AVE	Scranton	PA	11/12/2017	10:23	U	13.2530	36.03	(10.14)	25.89
220 S. 7TH AVE	Scranton	PA	11/17/2017	11:44	U	7.0740	19.23	(5.41)	13.82
220 S. 7TH AVE	Scranton	PA	11/20/2017	15:00	U	12.9200	35.13	(9.88)	25.25
220 S. 7TH AVE	Scranton	PA	11/25/2017	7:56	U	12.8510	34.94	(9.83)	25.11
220 S. 7TH AVE	Scranton	PA	11/30/2017	13:13	U	11.0000	30.35	(8.41)	21.94
234 S. Main Street	Scranton	PA	12/6/2017	14:59	U	13.3350	35.72	(10.20)	25.52
220 S. 7TH AVE	Scranton	PA	12/13/2017	14:42	U	13.6870	36.67	(10.47)	26.20
220 S. 7TH AVE	Scranton	PA	12/17/2017	9:49	U	5.3430	14.31	(4.09)	10.22
234 S. Main Street	Scranton	PA	1/2/2018	15:02	U	10.0530	10.05	(7.63)	2.42

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1735 N. Keyser Ave	Scranton	PA	1/8/2018	13:03	U	12.5960	12.60	(9.57)	3.03
234 S. Main Street	Scranton	PA	1/17/2018	10:22	U	7.2820	7.28	(5.52)	1.76
220 S. 7TH AVE	Scranton	PA	1/23/2018	8:05	U	13.2600	36.85	(10.07)	26.78
1227 S. Main Street	Scranton	PA	2/7/2018	14:16	U	13.6220	34.86	(10.34)	24.52
220 S. 7TH AVE	Scranton	PA	2/12/2018	6:59	U	13.4270	37.98	(10.19)	27.79
220 S. 7TH AVE	Scranton	PA	2/14/2018	14:13	U	14.2540	40.32	(10.82)	29.50
1715 N. Main Street	Scranton	PA	2/15/2018	21:02	U	12.8760	32.69	(9.78)	22.91
220 S. 7TH AVE	Scranton	PA	2/23/2018	11:47	U	11.7620	33.04	(8.92)	24.12
220 S. 7TH AVE	Scranton	PA	3/9/2018	19:13	U	13.3330	37.32	(10.12)	27.20
220 S. 7TH AVE	Scranton	PA	3/15/2018	15:54	U	12.8730	35.77	(9.77)	26.00
220 S. 7TH AVE	Scranton	PA	3/22/2018	11:16	U	13.3780	37.18	(10.16)	27.02
234 S. Main Street	Scranton	PA	4/4/2018	10:50	U	13.7040	40.00	(10.40)	29.60
220 S. 7TH AVE	Scranton	PA	4/11/2018	10:17	U	6.2110	17.76	(4.72)	13.04
220 S. 7TH AVE	Scranton	PA	4/12/2018	14:50	U	11.9370	34.13	(9.06)	25.07
220 S. 7TH AVE	Scranton	PA	4/17/2018	14:53	U	9.5520	27.88	(7.25)	20.63
1227 S. Main Street	Scranton	PA	4/20/2018	17:42	U	13.3430	40.02	(10.13)	29.89
234 S. Main Street	Scranton	PA	4/27/2018	13:40	U	13.0390	39.89	(9.90)	29.99
893 Davis St & I	Scranton	PA	5/4/2018	15:14	U	10.3690	31.72	(7.87)	23.85
234 S. Main Street	Scranton	PA	5/8/2018	10:34	U	9.5480	29.21	(7.25)	21.96
234 S. Main Street	Scranton	PA	5/15/2018	11:24	U	10.1920	31.59	(7.71)	23.88
220 S. 7TH AVE	Scranton	PA	5/22/2018	11:39	U	7.2410	22.44	(5.50)	16.94
234 S. Main Street	Scranton	PA	6/1/2018	15:08	U	6.4790	20.47	(4.92)	15.55
800 Northern Blvd	Scranton	PA	6/4/2018	21:22	U	13.6960	43.27	(10.40)	32.87
220 S. 7TH AVE	Scranton	PA	6/14/2018	10:20	U	12.7850	39.11	(9.70)	29.41
220 S. 7TH AVE	Scranton	PA	6/18/2018	17:24	U	13.5320	41.39	(10.27)	31.12
234 S. Main Street	Scranton	PA	6/22/2018	13:00	U	10.3310	31.60	(7.84)	23.76
220 S. 7TH AVE	Scranton	PA	7/12/2018	12:18	U	13.1510	39.97	(9.98)	29.99
1227 S. Main Street	Scranton	PA	7/16/2018	15:43	U	11.4880	35.72	(8.72)	27.00
220 S. 7TH AVE	Scranton	PA	7/19/2018	21:09	U	7.6290	22.73	(5.79)	16.94
220 S. 7TH AVE	Scranton	PA	7/26/2018	10:29	U	13.4760	40.41	(10.23)	30.18
551 Moosic Street	Scranton	PA	8/5/2018	11:58	U	11.3920	35.30	(8.64)	26.66
220 S. 7TH AVE	Scranton	PA	8/9/2018	12:47	U	13.8570	42.11	(10.52)	31.59
220 S. 7TH AVE	Scranton	PA	8/19/2018	10:17	U	13.0000	39.12	(9.87)	29.25
220 S. 7TH AVE	Scranton	PA	8/24/2018	13:33	U	11.5360	34.60	(8.75)	25.85
234 S. Main Street	Scranton	PA	8/27/2018	14:48	U	10.4510	31.97	(7.93)	24.04
220 S. 7TH AVE	Scranton	PA	8/31/2018	14:36	U	11.4270	34.73	(8.67)	26.06
1227 S. Main Street	Scranton	PA	9/4/2018	16:40	U	10.9960	34.08	(8.34)	25.74
234 S. Main Street	Scranton	PA	9/21/2018	8:30	U	6.0700	18.57	(4.61)	13.96
220 S. 7TH AVE	Scranton	PA	9/25/2018	12:59	U	13.1140	39.46	(9.95)	29.51
220 S. 7TH AVE	Scranton	PA	10/1/2018	10:22	U	10.6300	32.09	(8.07)	24.02
220 S. 7TH AVE	Scranton	PA	10/3/2018	15:59	U	7.1630	21.91	(5.44)	16.47
220 S. 7TH AVE	Scranton	PA	10/8/2018	17:05	U	13.6350	41.71	(10.35)	31.36

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893 Davis St & I	Scranton	PA	10/15/2018	11:50	U	13.7070	42.48	(10.41)	32.07
1218 O'Neill Hwy	Dunmore	PA	10/22/2018	12:44	U	12.8740	39.64	(9.78)	29.86
234 S. Main Stree	Scranton	PA	11/2/2018	13:23	U	10.8020	32.61	(8.20)	24.41
551 Moosic Street	Scranton	PA	11/7/2018	10:17	U	13.7860	41.34	(10.46)	30.88
220 S. 7TH AVE	Scranton	PA	11/13/2018	15:01	U	13.0240	36.84	(9.88)	26.96
234 S. Main Stree	Scranton	PA	11/19/2018	18:08	U	13.2560	37.90	(10.07)	27.83
234 S. Main Stree	Scranton	PA	11/26/2018	11:32	U	1.7490	5.00	(1.33)	3.67
551 Moosic Street	Scranton	PA	12/14/2018	18:52	U	8.7380	23.58	(6.63)	16.95
1735 N. Keyser Ave	Scranton	PA	12/19/2018	10:12	U	12.9500	33.66	(9.83)	23.83
234 S. Main Stree	Scranton	PA	1/10/2019	10:04	U	12.6740	32.94	(9.62)	23.32
220 S. 7TH AVE	Scranton	PA	1/21/2019	12:30	U	10.2480	25.10	(7.78)	17.32
220 S. 7TH AVE	Scranton	PA	1/25/2019	13:48	U	11.4090	28.05	(8.66)	19.39
220 S. 7TH AVE	Scranton	PA	1/31/2019	15:36	U	8.2000	20.00	(6.22)	13.78
220 S. 7TH AVE	Scranton	PA	3/4/2019	14:38	U	12.9070	24.27	(9.79)	14.48
220 S. 7TH AVE	Scranton	PA	4/12/2019	17:33	U	25.7310	36.89	(9.53)	27.36
234 S. Main Stree	Scranton	PA	4/17/2019	17:45	U	25.9540	15.00	(3.80)	11.20
234 S. Main Stree	Scranton	PA	4/19/2019	14:26	U	25.9940	36.40	(9.21)	27.19
1227 S. Main Street	Scranton	PA	4/24/2019	7:33	U	10.0470	31.14	(7.63)	23.51
1716 N. Main Ave 20	Scranton	PA	4/28/2019	18:15	U	13.6810	42.40	(10.38)	32.02
234 S. Main Stree	Scranton	PA	5/17/2019	17:30	U	11.8020	36.10	(8.96)	27.14
234 S. Main Stree	Scranton	PA	5/21/2019	13:41	U	13.7150	41.95	(10.41)	31.54
220 S. 7TH AVE	Scranton	PA	5/28/2019	14:25	U	13.1260	37.26	(9.96)	27.30
234 S. Main Stree	Scranton	PA	6/4/2019	12:27	U	11.5520	33.49	(8.76)	24.73
220 S. 7TH AVE	Scranton	PA	6/10/2019	12:30	U	12.9860	36.09	(9.86)	26.23
220 S. 7TH AVE	Scranton	PA	6/28/2019	7:31	U	12.2750	35.46	(9.32)	26.14
220 S. 7TH AVE	Scranton	PA	7/5/2019	19:20	U	6.9520	20.01	(5.27)	14.74
234 S. Main Stree	Scranton	PA	7/12/2019	12:41	U	13.3460	39.50	(10.13)	29.37
220 S. 7TH AVE	Scranton	PA	7/17/2019	10:23	U	13.9840	40.68	(10.61)	30.07
220 S. 7TH AVE	Scranton	PA	7/25/2019	16:34	U	12.9280	36.96	(9.82)	27.14
234 S. Main Stree	Scranton	PA	7/29/2019	12:41	U	13.9060	41.15	(10.55)	30.60
220 S. 7TH AVE	Scranton	PA	8/6/2019	18:45	U	14.1320	40.40	(10.73)	29.67
893 Davis Street & I	Scranton	PA	8/20/2019	21:36	U	12.2370	34.01	(9.29)	24.72
220 S. 7TH AVE	Scranton	PA	9/9/2019	15:02	U	12.3780	32.91	(9.40)	23.51
234 S. Main Stree	Scranton	PA	9/25/2019	10:12	U	12.4030	34.72	(9.41)	25.31
893 Davis St. & I	Scranton	PA	10/11/2019	7:15	U	11.2350	30.32	(8.53)	21.79
220 S. 7TH AVE	Scranton	PA	10/15/2019	10:55	U	13.1300	35.04	(9.96)	25.08
220 S. 7TH AVE	Scranton	PA	11/1/2019	9:33	U	12.5670	34.17	(9.54)	24.63
893 Davis Street & I	Scranton	PA	11/15/2019	11:59	U	9.3900	25.91	(7.13)	18.78
220 S. 7TH AVE	Scranton	PA	11/18/2019	11:07	U	12.4640	33.52	(9.46)	24.06
Total City of Scranton Business Day Transactions						3,538.895	8,558.33	(1,698.54)	6,859.80

17.

2014 Attendance Controller

Department: FIRE

Codes

B Bereavement
C Time owed taken
H Holiday
I Illness / Sick
J Jury duty
L Leave of absence
M Military Leave
P Personal
S Suspension
U Union time
V Vacation
X Family Sick

Name:

DESARNO, PATRICK 5/26/89

Vacation time:

Sick Time:

66.50 CARRYOVER

492 at 50% per Day
5/19/14

S M T W T F S

			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

February

S M T W T F S

						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	

March

S M T W T F S

						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29

April

S M T W T F S

		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

May

S M T W T F S

				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

June

S M T W T F S

1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

July

S M T W T F S

		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

August

S M T W T F S

					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

September

S M T W T F S

	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

October

S M T W T F S

		1	2	3	4	
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

November

S M T W T F S

					1	
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29

December

S M T W T F S

	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

2015 Attendance Controller

Department: FIRE

Name:

DESARNO, PATRIER

Vacation time:

5/26/89

Sick Time:

~~5/26/89~~

CARRYOVER

Codes

- B Bereavement
- C Time owed taken
- H Holiday
- I Illness / Sick
- J Jury duty
- L Leave of absence
- M Military Leave
- P Personal
- S Suspension
- U Union time
- V Vacation
- X Family Sick

January

S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

February

S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28

March

S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

April

S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

May

S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

June

S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

July

S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

August

S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

September

S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

October

S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

November

S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

December

S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

2016 Attendance Controller

Department: FIRE

Codes

B Bereavement
C Time owed taken
H Holiday
I Illness / Sick
J Jury duty
L Leave of absence
M Military Leave
P Personal
S Suspension
U Union time
V Vacation
X Family Sick

Name:

DESARNO, PATRICK

Vacation time:

75/26/89

Sick Time:

71/6/14

January

S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

February

S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29					

March

S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

April

S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

May

S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

June

S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

July

S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

August

S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

September

S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

October

S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

November

S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

December

S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

2017 Attendance Controller

Department: FIRE

Codes

B Bereavement
C Time owed taken
H Holiday
I Illness / Sick
J Jury duty
L Leave of absence
M Military Leave
P Personal
S Suspension
U Union time
V Vacation
X Family Sick

Name:

DESARNO, PATRICK

Vacation time:

5/26/89

Sick Time:

1/6/14

January

S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

February

S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28				

March

S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

April

S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

May

S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

June

S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

July

S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

August

S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

September

S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

October

S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

November

S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

December

S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

2018 Attendance Controller

Department: FIRE

Codes

B Bereavement
C Time owed taken
H Holiday
I Illness / Sick
J Jury duty
L Leave of absence
M Military Leave
P Personal
S Suspension
U Union time
V Vacation
X Family Sick

Name:

DESARNO, PATRICK

Vacation time:

Sick Time:

January

S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

February

S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28			

March

S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

April

S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

May

S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

June

S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

July

S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

August

S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

September

S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

October

S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

November

S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

December

S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

2019 Attendance Controller

Department: FIRE

Name:

DESARNO PATRICK

Vacation time:

Sick Time:

Codes

B Bereavement
C Time owed taken
H Holiday
I Illness / Sick
J Jury duty
L Leave of absence
M Military Leave
P Personal
S Suspension
U Union time
V Vacation
X Family Sick

January

S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

February

S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28		

March

S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

April

S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

May

S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

June

S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

July

S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

August

S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
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September

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October

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November

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December

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29	30	31				

1-3-20
= 1-10-20

RESOLUTION NO. _____

2020

AUTHORIZING THE MAYOR AND OTHER APPROPRIATE CITY OFFICIALS TO EXECUTE AND ENTER INTO A CONTRACT WITH AMO ENVIRONMENTAL DECISIONS FOR ENVIRONMENTAL REMEDIATION OF THE FUTURE SITE OF THE DOWNTOWN POCKET PARK, 248 WYOMING AVENUE, SCRANTON, PENNSYLVANIA.

WHEREAS, a request for Proposals was advertised in partnership with Lackawanna County and Scranton Tomorrow for environmental remediation of the future site of the Downtown Pocket Park and nine (9) proposals were submitted for review; and

WHEREAS, after review of the proposals submitted, it was determined that it would be in the best interest of the City to award the Contract to AMO Environmental Decisions for the reasons provided in the attached Memorandum from the City Solicitor pursuant to the recommendation by the committee.

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF SCRANTON that the Mayor and other appropriate City Officials are authorized to execute and enter into a Contract, substantially in the form attached hereto marked as Exhibit "A" and incorporated herein by reference thereto with AMO Environmental Remediation for Environmental Remediation of the future site of the Downtown Pocket Park, 248 Wyoming Avenue, Scranton, Pennsylvania.

SECTION 1. If any section, clause, provision or portion of this Resolution shall be held invalid or unconstitutional by any Court of competent jurisdiction, such decision shall not affect any other section, clause provision or portion of this Resolution so long as it remains legally enforceable minus the invalid portion. The City reserves the right to amend this Resolution or any portion thereof from time to time as it shall deem advisable in the best interests of the promotion of the purposes and intend of this Resolution and the effective administration thereof.

SECTION 2. This Resolution shall become effective immediately upon approval.

SECTION 3. This Resolution is enacted by the Council of the City of Scranton under the authority of the Act of Legislature, April 13, 1972, Act No. 62, known as the "Home Rule Charter and Optional Plans Law", and any other applicable law arising under the laws of the State of Pennsylvania.

CONTRACT

This contract entered into this ____ day of _____ 2020 effective from _____ to _____ by and between the City of Scranton, 340 North Washington Avenue, Scranton, PA 18503, hereinafter called "Scranton" and

AMO ENVIRONMENTAL DECISIONS
875 N. EASTON ROAD, SUITE 10
DOYLESTOWN, PENNSYLVANIA 18902
PHONE NO. (215) 850-0009

hereinafter called "Contractor".

WITNESSETH:

WHEREAS, Scranton desires the Contractor to perform certain work and services in accordance with the terms and conditions hereinafter set forth and the Contractor is ready, willing and able to perform such work and services.

NOW THEREFORE, in consideration of the promises contained herein and the promises each to the other made, the parties do agree and intend to be legally bound as follows:

ARTICLE I - CATEGORY OF WORK AND SERVICES

The work and services to be performed by Contractor shall be in the general fields of providing Site Remediation and Act 2 Closure Scope of Services at 248 Wyoming Avenue, Scranton, Pennsylvania proposed site of future Pocket Park. The Contractor hereby covenants, contracts and agrees to furnish Scranton with:

- Completion of a Notice of Intent to Remediate;
- Completion and Submission of a Remedial Investigation Report/Risk Assessment Report;
- Development of a Cleanup Plan;
- Development of site-specific standards for identified groundwater impacts;
- Updating the existing health and safety plan;
- Completion of a property boundary survey;
- Decommissioning of the existing, on-site groundwater monitoring wells;
- Partial excavation and capping of identified, on-site soil impacts;
- Preparation and submission of a Final Act 2 Report; and
- Completion and submission of an environmental covenant for the Site.

Said services to be furnished and delivered in strict and entire conformity with Scranton's Specifications marked as Exhibit "A" attached hereto and incorporated herein by reference thereto and the Bid Proposal submitted by AMO Environmental Decisions dated October 15, 2019 attached hereto marked as Exhibit "B" and incorporated herein by reference thereto. Said Bid Proposal and Specifications are hereby made part of this Agreement as fully and with the same effect as if set forth at length herein.

ARTICLE II - GENERAL

(1) In the performance of the work and services hereunder, the Contractor shall act solely as an independent contractor, and nothing contained or implied shall at any time be so construed as to create the relationship of employer and employee, partnership, principal/agent, or joint adventurer as between Scranton and the Contractor.

(2) Failure of either party to enforce any of its rights hereunder shall not constitute a waiver of such rights, or of any other rights hereunder.

ARTICLE III - FEES

Said services to be furnished and delivered in strict and entire conformity with the Bid Proposal and Specifications attached hereto. Said Bid Proposal and Specifications are incorporated herein by reference as though set forth at length.

Scranton agrees to pay the Contractor for furnishing the above services if said services are provided in full compliance with the terms and conditions of this Contract to the satisfaction and approval of the Business Administrator. Such approval shall not be unreasonably withheld. The terms and conditions of this contract are set forth herein and may be supplemented by any attachments or exhibits incorporated herein by reference.

ARTICLE IV - INDEMNIFICATION

The Contractor shall indemnify, defend, and hold harmless Scranton from and against any and all claims and actions, based upon or arising out of damage to property or injuries to person or other acts caused or contributed to by Contractor or anyone acting under the Contractor's direction or control or on the Contractor's behalf in the course of the Contractor's performance under this contract.

ARTICLE V - INSURANCE

- (1) Contractor represents that it now carries, and agrees it will continue during the term of this Contract to carry, at a minimum: Workers' Compensation, Comprehensive General and Contractual Liability, and Professional Liability Insurance in the amounts contained in the Certificate of Liability Insurance dated December 19, 2018 listing Contractor as insured attached to Exhibit "B" hereto
- (2) Certificates of all insurance provided by the Contractor shall be available for Scranton's review and will be furnished to Scranton if requested. Such copies of certificates shall include the following:
 - (a) Name of insurance company, policy number, and expiration data;
 - (b) The coverage required and the limits on each, including the amount of deductibles or self-insured retentions (which shall be for the account of the Contractor);
 - (c) A statement indicating Scranton shall receive thirty (30) days notice of cancellation or significant modification of any of the policies which may affect Scranton's interest;
 - (d) A statement confirming Scranton has been named an additional insured (except for Worker's Compensation) on all policies; and
 - (e) A statement confirming that Scranton, its agents and employees, have been provided a waiver of any rights or subrogation, which the Contractor may have against them.

ARTICLE VI: TERMINATION OF CONTRACT

If through any cause the CONTRACTOR shall fail to fulfill in a timely and proper manner its obligations under this Agreement, or in the event of violation of any of the covenants

contained herein, or in the event of violation of the laws applicable to implementation of the project contemplated by this Agreement, or in the event of misuse of funds, mismanagement, criminal activity or malfeasance in the implementation of this Agreement, Scranton shall thereupon have the right to terminate this Agreement by giving written notice to the CONTRACTOR specifying the effective date of termination. Said notice shall be given in writing to the CONTRACTOR and will be effective upon receipt by the CONTRACTOR. In such an event, all project records, unused grant monies, and such amounts as may have been expended contrary to the terms of this Agreement shall be returned to the Scranton.

ARTICLE VII: DEFAULT

In the event of a default by Contractor under this Agreement, the defaulting party then shall reimburse the non defaulting party for all costs and expenses incurred by the non defaulting party in connection with the default, including without limitation, court costs and attorneys fees at the trial level and on appeal.

ARTICLE VIII: JURISDICTION

This Agreement shall be construed and interpreted in accordance with the laws of the Commonwealth of Pennsylvania and all obligations hereunder are to be performed in Lackawanna County, Pennsylvania. Jurisdiction over the subject matter and performance of this Agreement is therefore vested in the Lackawanna County Court of Common Pleas.

ARTICLE IX - ENTIRE AGREEMENT

This contract constitutes the entire agreement between Scranton and Contractor. It supersedes all prior contemporaneous communications, representations, or agreements, whether oral or written, with respect to the subject matter thereof and if it has been induced by no representations, statements, or agreements other than those expressed. No agreement hereafter made between the parties shall be binding on either party unless reduced to writing and signed by an authorized officer of the party sought to be bound thereby.

IT IS FURTHER UNDERSTOOD AND AGREED that this contract is entered into under and subject to the provisions of the Act of Assembly of the Commonwealth of Pennsylvania, approved March 7, 1901, its supplements and amendments, and the liability of the City of Scranton herein limited to the amount appropriated for the same and subject to the Section 6-13 of the Administrative Code of the City of Scranton which limits payments of money out of the City Treasury to appropriations made by the Council.

(THE REMAINDER OF THIS PAGE IS INTENTIONALLY LEFT BLANK)

IN WITNESS WHEREOF the parties hereto have, in due form of law, caused this agreement to be executed the day and year first above written.

ATTEST:

CITY CLERK

BY: _____
MAYOR

DATE: _____

DATE: _____

COUNTERSIGNED:

CITY CONTROLLER

BUSINESS ADMINISTRATOR

DATE: _____

DATE: _____

APPROVED AS TO FORM:

CITY SOLICITOR

DATE: _____

AMO ENVIRONMENTAL DECISIONS

BY:

TITLE: _____

DATE: _____

MEMORANDUM

FROM: Jessica Eskra, Esquire
City Solicitor

TO: Mayor Paige Cagnetti, Patrick Sheridan, Becky McMullen, Stephanie Pisko

DATE: January, 2020

RE: Downtown Pocket Park Project - Remediation

Please be advised that The City, County and Scranton Tomorrow have partnered to ensure environmental remediation of the future site of the Downtown Pocket Park is completed.

Funding sources include:

Keystone Communities Grant.....\$50,000.00

LSA Grant.....\$62,500.00

ISRP Grant.....\$337,500.00

all of which have been approved initially via legislation and awarded by the Commonwealth.

Proposals were sought by Lackawanna County. Responses were evaluated by a committee comprised of Leslie Collins, David Bulzoni, Brenda Sacco, Sandra Opshinsky and Gary Cavill, a representative of Greenman Pedersen, Lackawanna Co. Engineers, based on the attached criteria including but not limited to price.

They have selected AMO Environmental Decisions, based upon their selection; I have prepared a contract and legislation approving the same.

Professionally,

Jessica Eskra, Esq.
Solicitor, City of Scranton

REQUEST FOR PROPOSALS FOR PROFESSIONAL SERVICES

Notice is hereby given that pursuant to a fair and open process, The County of Lackawanna is seeking proposals from qualified environmental consultants with the capacity to conduct, prepare, implement, and complete the following:

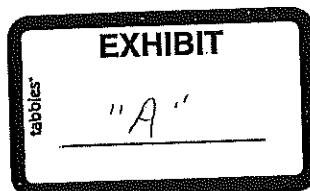
SITE REMEDIATION AND ACT 2 CLOSURE SCOPE OF SERVICES

Based on the findings of previous investigations and the objective of the current property owner to redevelop the Site as a recreational park, the proposed scope of services summarized below is intended to accomplish several objectives. The scope of services proposed herein has been developed to remediate identified impacts in soil, cap the remaining impacts, develop site-specific standards for identified groundwater impacts, and satisfy reporting requirements necessary to pursue Act 2 release of liability protection. The proposed activities include:

- Completion of a Notice of Intent to Remediate;
- Completion and Submission of a Remedial Investigation Report/Risk Assessment Report;
- Development of a Cleanup Plan;
- Development of site-specific standards for identified groundwater impacts;
- Updating the existing health and safety plan;
- Completion of a property boundary survey;
- Decommissioning of the existing, on-site groundwater monitoring wells.
- Partial excavation and capping of identified, on-site soil impacts;
- Preparation and submission of a Final Act 2 Report; and
- Completion and submission of an environmental covenant for the Site.

Impacted soil and groundwater at the Site related to historical activities and uses were previously identified, but not remediated. To support the redevelopment of the Site as an urban park, the coalition of Lackawanna County, the City of Scranton, and the Lackawanna County Redevelopment Authority is seeking to remediate these impacts and pursue Act 2 release of liability protection for both soil and groundwater using a combination of engineering and institutional controls.

Sealed submissions will be received by the Lackawanna County Board of Commissioners, c/o Francesca Pantuso, Chief of Staff, at its offices at 123



Wyoming Avenue, 6th Floor, Scranton, PA 18503, (570) 963-6800, on **Thursday, October 17, 2019**, no later than 10:00 AM, prevailing time. Proposals will not be accepted after that date and time.

Details of the proposal content are contained in a Request for Proposals Packet which can be obtained on the Lackawanna County website at www.lackawannacounty.org. Any questions pertaining to this release please contact Sandra Opshinsky, Lackawanna County Planning & Economic Development at 570-963-6830 x1375 or opshinskys@lackawannacounty.org. Lackawanna County encourages responses from eligible, qualified environmental consultants that are MBE, WBE, and Section 3 residents and businesses.

Lackawanna County is an equal opportunity employer.

PRICE PROPOSAL FOR DISCUSSION PURPOSES

OFFERERS MUST SUBMIT 2 COPIES OF THIS FORM

NAME: AMO Environmental Decisions

ADDRESS: 875 N. Easton Road; Suite 10, Doylestown, Pennsylvania 18902

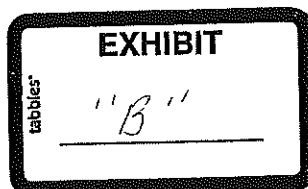
TELEPHONE #: 215-850-0009 SS #/IRS ID #: 02-0651350

The following fee schedule shall include all such services, all supplies, materials, and equipment used or furnished by the OFFERER, and all expenses incurred by the OFFERER. All expenses of the OFFERER, including travel expense and subsistence, telephone conversations, clerical services, communications, documentation, correspondence, and any and all other miscellaneous work shall be borne by the OFFERER.

Item	Estimated Cost
Remedial Investigation Report	\$37,500
Cleanup Plan	\$9,000
Notice of Intent to Remediate	\$3,400
Property Boundary Survey	\$4,100
Health and Safety Plan Update	\$900
Soil Excavation	\$167,800
contingency for hazardous disposal costs	\$65,000
contingency for waste-characterization sampling	\$3,000
Soil Data Analysis	NA
Site-Specific Standard Development - Groundwater	\$8,500
Final Act 2 Reporting	\$25,000
Monitoring Well Abandonment	\$10,100
Estimated total Project Cost	\$334,300

SIGNATURE: Raph T. Gola

DATE: 10-15-19



GENERAL INFORMATION

OFFERERS MUST SUBMIT 2 COPIES OF THIS FORM

NAME: AMO Environmental Decisions

PRINCIPALS:

TITLE:

John (Jay) M. Ash, P.G.

President / CEO

Paul Malmquist, P.G.

Vice-President / Principal

Ralph T. Golia, P.G.

Vice-President / Principal

Denis Newcomer, LSRP.

Principal

ADDRESS: 875 N. Easton Road, Suite 10, Doylestown, PA 18902

TELEPHONE #: 215-850-0009 SS #/IRS ID #: 02-0651350

I. Did your firm submit the following documentation:

A. GENERAL AND PROFESSIONAL ENVIRONMENTAL LIABILITY INSURANCE
CERTIFICATE?: Yes

B. WORKMAN'S COMPENSATION INSURANCE CERTIFICATE?: Yes

II. Indicate qualifications under any of the following categories:

A. SMALL BUSINESS FIRM: PA Registered Small Business #367805-2013-04-SB

B. MINORITY BUSINESS ENTERPRISE: _____

C. WOMEN BUSINESS ENTERPRISE: _____

D. LABOR SURPLUS AREA BUSINESS FIRM: _____

E. SECTION 3 BUSINESS FIRM:

Category 1: _____

Category 2: _____

III. Is your firm currently in violation of any regulatory rules and regulations that may have any impact
on your firm's operations? (If yes, specify): No

IV. Is your firm involved in any current litigation with Lackawanna County or the City of Scranton? (If yes, specify): No

V. Are there any conflicts of interest to which your firm would be subject if it were to provide the requested services on behalf of the County? (If yes, specify.): No

SIGNATURE:

Raph T. Sola

DATE:

10-15-19

PRICE PROPOSAL FOR DISCUSSION PURPOSES

OFFERERS MUST SUBMIT 2 COPIES OF THIS FORM

NAME: AMO Environmental Decisions
ADDRESS: 875 N. Easton Road; Suite 10, Doylestown, Pennsylvania 18902
TELEPHONE #: 215-850-0009 SS #/IRS ID #: 02-0651350

The following fee schedule shall include all such services, all supplies, materials, and equipment used or furnished by the OFFERER, and all expenses incurred by the OFFERER. All expenses of the OFFERER, including travel expense and subsistence, telephone conversations, clerical services, communications, documentation, correspondence, and any and all other miscellaneous work shall be borne by the OFFERER.

Item	Estimated Cost
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Soil Data Analysis	NA
Site-Specific Standard Development - Groundwater	\$8,500
Final Act 2 Reporting	\$25,000
Monitoring Well Abandonment	\$10,100
Estimated total Project Cost	\$334,300

SIGNATURE: Raph T. G. La DATE: 10-15-19

SELECTION:

Lackawanna County, the City of Scranton, and the Lackawanna County Redevelopment Authority will review all proposals and make a selection based on the following criteria and proposals will be rated and ranked according to the following points:

Criteria:

- | | |
|---|------------------|
| a. Technical qualifications of firm/individuals | 50 points |
| b. Knowledge & experience with comparable work | 15 points |
| c. Prior experience with governmental entities | 5 points |
| d. Small Business Firm | 5 points |
| e. Minority owned | 5 points |
| f. Women owned | 5 points |
| g. Section 3 firm | 5 points |
| h. Reasonableness of project cost | <u>10 points</u> |

TOTAL = 100 points

GENERAL INFORMATION

OFFERERS MUST SUBMIT 2 COPIES OF THIS FORM

NAME: AMO Environmental Decisions

PRINCIPALS:

TITLE:

John (Jay) M. Ash, P.G.

President / CEO

Paul Malmquist, P.G.

Vice-President / Principal

Ralph T. Golia, P.G.

Vice-President / Principal

Denis Newcomer, LSRP

Principal

ADDRESS: 875 N. Easton Road, Suite 10, Doylestown, PA 18902

TELEPHONE #: 215-850-0009 SS #/IRS ID #: 02-0651350

I. Did your firm submit the following documentation:

- A. GENERAL AND PROFESSIONAL ENVIRONMENTAL LIABILITY INSURANCE CERTIFICATE?: Yes
- B. WORKMAN'S COMPENSATION INSURANCE CERTIFICATE?: Yes

II. Indicate qualifications under any of the following categories:

- A. SMALL BUSINESS FIRM: PA Registered Small Business #367805-2013-04-SB
- B. MINORITY BUSINESS ENTERPRISE: _____
- C. WOMEN BUSINESS ENTERPRISE: _____
- D. LABOR SURPLUS AREA BUSINESS FIRM: _____
- E. SECTION 3 BUSINESS FIRM:

Category 1: _____

Category 2: _____

III. Is your firm currently in violation of any regulatory rules and regulations that may have any impact on your firm's operations? (If yes, specify): No

IV. Is your firm involved in any current litigation with Lackawanna County or the City of Scranton? (If yes, specify): No

V. Are there any conflicts of interest to which your firm would be subject if it were to provide the requested services on behalf of the County? (If yes, specify.): No

SIGNATURE: Rafael Sola DATE: 10-15-19

875 N. Easton Road; Suite 10
Doylestown, Pennsylvania 18902



AMO ENVIRONMENTAL DECISIONS
Environmental Risk & Remediation Consultants

215-230-8282 (Phone)
215-230-8283 (Fax)
www.amoed.com

Geologists
Hydrogeologists
GIS Analysts
Environmental Scientists

October 17, 2019

Ms. Francesca Pantuso
Chief of Staff
Lackawanna County Board of Commissioners
123 Wyoming Avenue; 6th Floor
Scranton, Pennsylvania 18503

Subject:

**Site Remediation and Act 2 Closure Scope of Services Proposal;
Former RSM Properties, 248 Wyoming Avenue, Scranton, Pennsylvania**

Dear Ms. Pantuso:

AMO Environmental Decisions (AMO), a Pennsylvania Registered Small Business, certification number 367805-2013-04-SB, is pleased to submit our response to the Request for Proposals for Professional Services from a coalition of Lackawanna County, the City of Scranton, and the Lackawanna County Redevelopment Authority to remediate impacts at the site located at 248 Wyoming Avenue, Scranton (the Site).

We are also pleased to note that the team whom completed the most recent assessment activities for this site and prepared the Department of Community and Economic Development (DCED) Industrial Sites Reuse Program (ISRP) grant scope of work, James Bedison and Greg Firely, are now both with AMO. AMO personnel have unique and specialized knowledge of this project as we had the pleasure to collaborate with Lackawanna County (the County) on the submission and implementation of their previous US EPA Brownfields Grant and in the preparation of their most recent US EPA Brownfields Grant application. The AMO team members have been working with the County since 2015 and completed the environmental assessment activities at the Site and prepared the ISRP scope of work utilizing the US EPA grant funding. We feel that we are uniquely qualified to continue this relationship with Lackawanna County and help the successful and ongoing growth of your brownfields program.

AMO personnel bring over two decades of integrated engineering and environmental services focused on revitalizing industrial facilities, brownfields, urban areas, and mine-scarred lands. AMO's in-house, multidisciplinary project teams consist of engineers, geologists, hydrogeologists, and environmental scientists who have extensive experience in brownfields redevelopment, grant writing, remediating complex sites, community outreach, and land development projects. Our comprehensive due diligence and environmental risk analysis capabilities lead to realistic cost estimates, with site end use driving the assessment activities.

AMO personnel have an established working relationship with Lackawanna County, assisting them with their brownfields program and through the preparation of this successful PADCED ISRP Grant application. Additionally, AMO has a specifically unique understanding on the proposed assessment activities as our team worked closely with the Pennsylvania Department of Environmental Protection (PADEP) case manager for this site, Cydney Faul-Halsor, to complete the PADEP-approved scope of work, which is the basis for Lackawanna County's current solicitation. We believe that our experience completing environmental investigations at the Site and designing the remediation program makes AMO uniquely qualified to complete the tasks described herein.

For the purposes of this response we have organized this proposal to reflect our plan to implement the PADEP approved Scope of Work, with estimated costs and schedule in the immediately following sections. As attachments we have include the following items: a) Technical Qualifications and Resumes, b) Knowledge & Experience with Comparable Work, c) Prior Experience with Government Entities references, and d) Small Business Certifications.

The following proposal outlines AMO's scope of work, schedule, and budget for completion of Site Remediation and Act 2 Closure Activities on the Site in accordance with the approved Pennsylvania DCED ISRP Site Remediation and Act 2 Closure Scope of Work.

Rationale & Scope of Work

AMO personnel have extensive experience completing ISRP grant funded environmental assessment and remediation projects and appreciate that the funding is limited and that strict budgets and timeframes must be met. Additionally, AMO understands that this remediation is the next step toward the goal of redeveloping the Site into a pocket park for the use and benefit of the Scranton community and will endeavor to complete the proposed remedial activities in a timely manner such that park construction can begin as scheduled.

The activities and tasks proposed herein represent an approach to excavate and cap identified soil impacts, develop a site-specific standard for identified groundwater impacts, and satisfy reporting requirements necessary to pursue release of liability protection through the PADEP's Land Recycling Program (Act 2) for the Site. The scope of work proposed herein is based on the Site Remediation and Act 2 Closure Scope of Work, dated June 10, 2019, which was written by the AMO Team and approved by PADEP and was included as part of the DCED ISRP Grant submission.

To achieve the goals of the June 2019 PADEP-approved Scope of Work, and in accordance with Lackawanna County's Request for Proposals for Professional Services, AMO is proposing to:

- Complete of a Notice of Intent to Remediate;
- Complete and Submit a Remedial Investigation Report/Risk Assessment Report;
- Develop and Submit a Cleanup Plan;
- Develop site-specific standards for identified groundwater impacts;
- Update the existing health and safety plan;
- Complete of a property boundary survey;
- Decommission the existing, on-site groundwater monitoring wells;
- Excavate and cap identified, on-site soil impacts;
- Prepare and submit a Final Act 2 Report; and
- Complete and submit an environmental covenant for the Site.

A detailed description of each of the proposed tasks is provided below.

Task 1 Notice of Intent to Remediate

Consistent with 25 Pa Code §250.5(b), required public notice will be initiated through the submission of a Notice of Intent to Remediate (NIR). The NIR will summarize the proposed remedial activities and provide the public with the opportunity to review and comment on those activities. The NIR will consist of:

- Completion and submission of the electronic NIR Form to the PADEP Northeast regional office;

- and,
 - Publication of the summary of the NIR in a newspaper of general circulation in Scranton.

Because a site-specific standard is being utilized for groundwater, the public and the municipality where the site is located shall be provided a 30-day period in which the municipality may request to be involved in the development of the remediation and reuse plans for the Site. In further accordance with 25 Pa Code §250.5(b), the Remedial Investigation Report (RIR), the Risk Assessment Report and the Cleanup Plan, prepared under a site-specific remediation, may not be submitted to the Department until after the initial 30-day public and municipal comment period following the submission of the NIR has expired. Accordingly, the NIR will be submitted prior to the completion and submission of the RIR, Risk Assessment Report (RAR), and the Cleanup Plan (CP).

Task 2 Remedial Investigation Report / Risk Assessment Report

Following the submission of the NIR and expiration of the mandatory 30-day public comment period, the RIR will be completed and submitted to PADEP in accordance with 25 Pa Code §250.408 because a site-specific standard will be utilized for attainment demonstration in groundwater. The RIR will include a characterization of current site conditions, an updated fate and transport analysis, an ecological screening and receptor evaluation, a risk assessment, and a public involvement plan, if requested. Recommendations for appropriate remedial actions, for both soil and groundwater, will also be included as described in Task 3.

The RIR will also include a RAR, including an ecological assessment, which will be prepared in accordance with §250.409 and §250.402, respectively. The RAR will describe the potential adverse effects, including the evaluation of ecological receptors, under both current and planned future conditions caused by the presence of regulated substances in the absence of any further control, remediation or mitigation measures. The ecological risk assessment will be completed to establish acceptable remediation levels or alternative remedies based on current and future use of the Site that are protective of any identified ecological receptors.

Task 3 Cleanup Plan

A Cleanup Plan (CP) is required and will be completed in accordance with 25 Pa Code §250.410 because a site-specific standard will be utilized for groundwater. The CP will evaluate the relative abilities of the alternative remedies to achieve the site-specific standard and propose a remedial measure which shall achieve the standard. Specifically, the CP will incorporate comments related to remediation of identified impacts made by PADEP in their Letter of Deficiency to others, dated April 26, 2015, and will describe the details of the proposed excavation of impacted soil and the emplacement of clean backfill which will act as a cap over any remaining impacted soil.

Overall, impacted soil across the entire Site will be excavated and backfilled with clean fill materials such that there will be a minimum of two feet of clean fill overlying impacted soil to eliminate the direct-contact pathway to potential receptors. Based on our discussions with the PADEP Northeast Regional Office, a low-permeability barrier may also be required to be designed as part of the cap in the southern area of the Site to eliminate the soil-to-groundwater pathway and mitigate the potential migration of identified volatile organic compounds (VOCs) into groundwater, if needed. As applicable and appropriate, the final park surface construction (e.g., hard scrapes, impervious surfaces) will be integrated as part of the cap to mitigate the soil-to-groundwater based on an evaluation of trichloroethene (TCE) and tetrachloroethene (PCE)

concentrations in soil, a passive, subsurface soil-gas venting system may be installed to mitigate the accumulation of soil gas beneath the portion of the cap intended to control surface water infiltration. This task assumes time and materials budget to attend one meeting with the PADEP and the pocket park design team to incorporate final park plans into the proposed soil remediation and capping design. Additional details of the proposed excavation and cap are provided in Task 8. The two areas of the Site targeted for soil remediation are identified on Figure 3 of the *Site Remediation and Act 2 Closure Scope of Work*.

An environmental covenant will also be completed as part of the overall remediation of soil as an institutional control to restrict the use of soil on the Site, which will be completed in accordance with The Uniform Environmental Covenants Act (UECA) and 25 Pa Code §253. The CP will be submitted as part of the RIR (Task 2) following the submission of the NIR and expiration of the 30-day public comment period.

Task 4 Site-Specific Standard Development for Groundwater

Several COCs have been identified in groundwater at concentrations above the PADEP groundwater MSCs. As such, remedial action is necessary to demonstrate attainment for Act 2 release of liability protection. These impacts will be addressed through the use of site-specific standards for groundwater following 25 Pa Code §250.404. Specifically, the remedial action will restrict use of groundwater in accordance with 25 Pa Code §250.403 and demonstrate pathway elimination in accordance with 25 Pa Code §250.404. An environmental covenant restricting use of groundwater at the Site will also be completed in accordance with The Uniform Environmental Covenants Act (UECA) and 25 Pa Code §253.

Task 5 Property Boundary Survey

A property boundary survey will be completed at the Site in accordance with the standards of the American Land Title Association (ALTA) to definitively identify the property boundaries, which are the proposed extents of the excavation area (Task 7). The boundary survey will be completed by a licensed surveyor prior to initiation of soil excavation activities. Following completion of site activities, the results of the land survey will be used to support site-redevelopment and park construction.

Task 6 Health and Safety Plan Update

Before initiation of any field activities, a site-specific Health and Safety Plan (HASP) will be completed. In accordance with Occupational Safety and Health Administration (OSHA) Code of Federal Regulations (CFR) 1910.120, the HASP will include descriptions of procedures to be followed, potential task physical and chemical hazards, and personnel protection measures. The HASP will also identify key health and safety personnel, current personnel training and medical surveillance requirements, and note the proposed personal protective equipment (PPE) to be used during the project. Site controls will be discussed to convey the importance of work zones, the buddy system, safe work practices, and site security. A map to the nearest medical-assistance facility will be provided and posted at the site. Decontamination procedures and emergency-response measures will also be explained in the event of an emergency. A copy of the HASP will be available on site during all field activities.

AMO anticipates that Level D PPE (hard hat, steel-toe shoes, and safety glasses) will be used for field work, with provisions for upgrading to Level C (adding Tyvek® work suits, gloves, over boots and air-purifying respirator). Considering the expected contaminant types and concentrations, there is a low potential that Level C protection will be required at the Site. However, our HASP will list air-monitoring action levels

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(based on the potential inhalation of airborne constituents of concern) and respective PPE requirements.

Task 7 Well Decommissioning

Once approval of the RIR and CP have been received, the four-existing bedrock, groundwater monitoring wells located on the Site will be decommissioned in accordance with applicable regulations. Well decommissioning will be completed as part of the proposed soil excavation which is described in further detail in Task 8.

Task 8 Soil Excavation and Capping

Soil impacted above PADEP Residential Direct-Contact MSCs at the Site has been identified across the property. Impacted soil has been horizontally delineated to the property boundary and vertically delineated to depths greater than 15 feet below ground surface. However, to redevelop the Site as a recreational park, impacted soil needs to be remediated to eliminate potential exposure to receptors. Consistent with the planned future use of the Site, identified, on-site soil impacts will be excavated and capped with clean materials to a depth adequate to eliminate the direct-contact pathway pursuant to the attainment of the site-specific standard as indicated in the RIR and CP (Tasks 2 and 3, respectively). Moreover, in specific areas of the site, the proposed cap will be designed to control groundwater infiltration and thus mitigate the soil-to-groundwater pathway. A passive, soil-gas ventilation system may also be installed to prevent the subsurface accumulation of vapors in select areas of the site. Where appropriate and applicable, the park surface will be utilized as part of the cap. Additional details are summarized below.

Across the majority of the Site, soils will be excavated to a depth of approximately three feet below ground surface (bgs) and backfilled with two feet of clean fill material. In the area of delineated PCE and TCE soil-to-groundwater impacts, impacted soil may be excavated to a depth of up to four feet bgs, to allow for the installation of a passive, subsurface, soil-gas venting system, if needed. If additional space is not needed for the construction of a soil-gas ventilation system, excavation in this area of the Site will only extend to three feet bgs. Final determination for the need and or design of such a system will be evaluated and presented as part of the Cleanup Plan (Task 3). Following excavation and installation of any venting system, the area will be backfilled with up to three feet of clean fill material. Combined, these excavation-backfill approaches will leave one foot of free space below the current grade of the Site for construction of the final park surface without the need to remove additional materials emplaced as part of the remediation proposed herein. The proposed excavation areas are indicated on Figure 3 of the June 2019 *Site Remediation and Act 2 Closure Scope of Work*.

The exact excavation and backfill depths across the Site are contingent upon final engineering details of the park. Excavation depths will be adjusted accordingly to ensure that a minimum of two feet of clean fill materials will be emplaced across the entire Site above impacted soil to eliminate the direct contact pathway. However, for purposes of estimating costs, we assume three feet will be excavated and two feet of backfill will be placed. Please note however that the awarded grant includes costs for additional excavation if this is required. Moreover, because park-construction activities will follow the completion of the proposed excavation, high visibility plastic fencing (or similar materials) will be placed at the bottom of the excavation to visually delineate clean fill from impacted soil and clearly define when appropriate soil management methods are necessary during park construction.

Additionally, the soil-to-groundwater pathway in the southeastern portion of the Site will be addressed as part of excavation and capping activities, as indicated on Figure 3 of the June 2019 *Site Remediation and Act 2 Closure Scope of Work*. As indicated in a Letter of Technical Deficiency issued by PADEP on April 16, 2015, the soil-to-groundwater pathway needs to be addressed as part of any proposed remedial action to mitigate the potential migration of identified volatile organic compounds (VOCs) in soil into groundwater. To mitigate this pathway as a potential source of impacts (PCE and TCE) to groundwater at the Site, either a low-permeability layer will be integrated into the final backfilled cap and/or impervious surface cover as part of the park construction in this area of the Site will be utilized to achieve this goal. The proposed footprint of this area is indicated on Figure 3 of the June 2019 *Site Remediation and Act 2 Closure Scope of Work*, though final details of the cap design and extent will be evaluated and presented in the Cleanup Plan (Task 3).

Where necessary to mitigate the soil-to-groundwater pathway in the southeastern area of the Site, a low-permeability layer will be integrated into the backfilled cap. This layer will be of sufficient thickness and properties to mitigate the vertical infiltration of surface water through potentially impacted soil and into groundwater. This low-permeability layer in the cap will be utilized where the park surfaces within the footprint of the identified VOC-impacted soil consists of pervious surfaces. However, in the area of VOC-impacted soil where the park surface will be constructed of impervious surfaces such as poured concrete, concrete pavers, asphalt, or similar, an engineered, low-permeability layer, as described above, will not be utilized. In these areas, the impervious cover at the park surface will be considered adequate to control infiltration of surface water and sufficient to mitigate the soil-to-groundwater pathway, therefore for the purposes of this estimate, costs for an additional liner are not included. Please note however, that the awarded grant cost includes costs for this item if required. The final extent and details of this portion of the cap are contingent upon the final park design and construction details and will be presented in the Cleanup Plan (Task 3).

Because of the presence of volatile compounds identified in soil in the southeastern area of the Site, a passive, soil-gas ventilation system may need to be installed in accordance with the April 2015 Letter of Technical Deficiency. Soil gas within the footprint of the VOC-impacted soil, regardless of cap design (either impervious park surface materials or low-permeability cap materials), will be managed using a passive venting or mitigation system designed to prevent the subsurface accumulation of soil vapors, as needed. The final design of the passive venting system will be incorporated into the final design and construction of the park/park surface and cap, once finalized. Details of the passive, soil gas venting system will be evaluated and presented in the Cleanup Plan (Task 3). As this item may not be necessary, costs are not included in our estimate, however we included costs for this in the grant application if required.

Confirmatory, post-excavation soil samples will not be collected because the excavation is not intended to remediate all identified soil impacts across the Site. The vertically delineated limits of soil impacts extend below the bottom of the proposed excavation and the horizontal extent of the excavation extends to the property boundary on all sides of the Site. Following excavation, the void will be backfilled with materials that meet Clean Fill standards and requirements in accordance with the PADEP Management of Fill guidance, dated August 7, 2010. Final details of the excavation, engineered cap, including the park surface, and any installed soil-gas venting system will be provided in the Final Act 2 Report (Task 9).

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Task 9 Final Act 2 Report / Environmental Covenant

Following completion of Tasks 1-8, a Final Act 2 Report will be completed and submitted to PADEP. The Final Act 2 report will summarize the activities, findings, conclusions of the completed remediation, and site-specific attainment demonstration for soil and groundwater in accordance with §250.401. An evaluation of ecological receptors will also be completed in accordance with 25 Pa Code §250.311 and §250.402 to assess and address potential receptors of identified, media-specific impacts. The Final Act 2 Report will also include a post-remediation care plan (25 Pa Code §250.204(g)) because an engineering control (cap) and institutional controls are being used to maintain the selected media-specific standards at the Site.

Additionally, a draft environmental covenant will be prepared in accordance with 25 Pa Code §253 and the Uniform Environmental Covenants Act (UECA). The covenant will describe the details of the engineering control for soil (clean-fill cap), the periodic inspections that will be performed to ensure the integrity of the cap, and reporting requirements. Additionally, the environmental covenant will describe the existing groundwater use restrictions consistent with the use of a site-specific standard to demonstrate attainment for groundwater at the Site. A draft environmental covenant will be submitted to PADEP with the Final Act 2 Report for review and approval. The approved UECA deed notice/environmental covenant will be filed with the Lackawanna County Recorder of Deeds office within 90 days following PADEP approval.

Projected Schedule & Costs

AMO is prepared to initiate work under this assignment immediately upon receipt of Lackawanna's authorization to proceed. The work will be completed in accordance with the proposed scope of work and the attached proposed schedule.

The following summarizes our budgetary estimate for the work. AMO will perform project activities on a time and materials basis as summarized for each task in the proposed budget table below. We will not exceed the given total projected costs without Lackawanna's prior approval.

Task	AMO Fees and Expenses	Sub-Contractor	Totals
Task 1 - NIR	\$3,400	\$0	\$3,400
Task 2 - RIR/RAR	\$37,500	\$0	\$37,500
Task 3 - Cleanup Plan	\$9,000	\$0	\$9,000
Task 4 - Site-Specific Standard Development for Groundwater	\$8,500	\$0	\$8,500
Task 5 - Property Boundary Survey	\$1,790	\$2,310	\$4,100
Task 6 - HASP	\$900	\$0	\$900
Task 7 - Well Decommissioning	\$2,400	\$7,700	\$10,100
Task 8 - Soil Excavation and Capping	\$29,000	\$138,800	\$167,800
Task 9 - Final Act 2 Report / UECA	\$25,000	\$0	\$25,000
Totals	\$117,490	\$148,810	\$266,300
Contingency Hazardous Disposal and Sampling	\$0	\$68,000	\$68,000
Total plus Contingency	\$117,490	\$216,810	\$334,300

AMO Environmental Decisions

♦♦♦

Additional conditions and assumptions of this proposal are listed below.

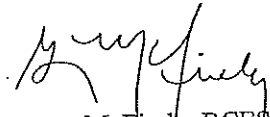
- AMO will be provided unrestricted access to the site.
- Excavation area must be free and clear of all obstructions.
- Any required permits can be obtained within a reasonable amount of time or within stated timeframes.
- Our projected schedule assumes that work will begin no later than December 1, 2019 and that no unforeseen delays will be encountered.
- The attached schedule assumes PADEP approvals are received within stated review periods, where provided. AMO is not responsible for PADEP approval delays.
- The approach to site closure under Act 2, as summarized in the approved Site Remediation and Act 2 Closure Scope of Work, is acceptable and will be approved by PADEP without significant changes.
- We estimate one meeting with the PADEP. If additional meetings and coordination are required with the PADEP, they will be billed on a time and material basis. Any additional meetings or coordination time will be estimated by AMO and provided to Lackawanna for approval, as needed.
- Final construction details of the proposed pocket park will be provided prior to submission of the RIR and CP.
- If required or requested, estimated costs for a low-permeability liner and/or a passive soil-vapor mitigation system can be provided.


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Thank you again for the opportunity to assist Lackawanna County with this important project. Assuming Lackawanna County is in agreement with our projected scope of work, your authorization to proceed may be provided through email (gfirely@amoed.com). As always, please feel free to call me at 215-850-0009 if you have any questions regarding this work.

Respectfully,

AMO Environmental Decisions


Gregory M. Firely, BCES
Senior Project Manager


Ralph T. Golia, P.G.
Principal / Hydrogeologist

Attachments:

Proposed Schedule
Sample Certificate of Insurance
Attachment A – Technical Qualifications
Attachment B – Knowledge & Experience
Attachment C – Experience with Government Entities
Attachment D – Small Business Certification
cf: File

Attachments

Task	November 2019	December 2019	January 2020	February 2020	March 2020	April 2020	May 2020	June 2020	July 2020	August 2020	September 2020	October 2020
Task 1 - NIR												
Task 2 - RIR												
Task 3 - Cleanup Plan												
Task 4 - Site-Specific Standard Development for Groundwater												
Task 5 - Property Boundary Survey												
Task 6 - HASP												
Task 7 - Well Decommissioning												
Task 8 - Soil Excavation and Capping												
Task 9 - Final Act 2 Report (Including PADEP Review and final UECA execution)												



AMOEN-1

OP ID: AC

DATE (MM/DD/YYYY)

12/19/2018

CERTIFICATE OF LIABILITY INSURANCE

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

INSURER 215-579-9000

Insurance Agency, Inc.
North Sycamore Street
town, PA 18940
Tyrol

CONTACT NAME: Amy Coddington

PHONE (A/C, No, Ext): 215-579-9000

FAX (A/C, No): 215-579-7313

E-MAIL ADDRESS: amy@tyrolins.com

INSURER(S) AFFORDING COVERAGE

NAIC #

INSURER A: Crum and Forster Insurance Com

42471

INSURER B: Cincinnati Insurance Company

10677

INSURER C:

INSURER D:

INSURER E:

INSURER F:

RED AMO Environmental Decisions
Inc.
4327 Point Pleasant Pike
Danboro, PA 18916

COVERAGES

CERTIFICATE NUMBER:

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

TYPE OF INSURANCE	ADDL INSR	SUBR WYD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY						EACH OCCURRENCE \$ 2,000,000
<input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR			EPK110897	12/16/2018	12/16/2019	DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 50,000
<input checked="" type="checkbox"/> Professional			EPK110897	12/16/2018	12/16/2019	MED EXP (Any one person) \$ 5,000
<input checked="" type="checkbox"/> Pollution			EPK110897	12/16/2018	12/16/2019	PERSONAL & ADV INJURY \$ 2,000,000
GEN'L AGGREGATE LIMIT APPLIES PER:						GENERAL AGGREGATE \$ 2,000,000
<input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC						PRODUCTS - COM/PROP AGG \$ 2,000,000
OTHER:						Emp Ben. \$ 2,000,000
<input type="checkbox"/> AUTOMOBILE LIABILITY						COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000
<input checked="" type="checkbox"/> ANY AUTO OWNED AUTOS ONLY			EPP0415518	12/14/2018	12/14/2019	BODILY INJURY (Per person) \$ 1,000,000
<input checked="" type="checkbox"/> SCHEDULED AUTOS						BODILY INJURY (Per accident) \$ 1,000,000
<input checked="" type="checkbox"/> HIRED AUTOS ONLY						PROPERTY DAMAGE (Per accident) \$ 1,000,000
<input type="checkbox"/> NON-OWNED AUTOS ONLY						
<input type="checkbox"/> UMBRELLA LIAB						EACH OCCURRENCE \$
<input type="checkbox"/> EXCESS LIAB						AGGREGATE \$
DED RETENTION \$						
<input checked="" type="checkbox"/> WORKERS COMPENSATION AND EMPLOYERS' LIABILITY						<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTHER \$
ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH)	Y/N	N/A	EWC 0415525	12/14/2018	12/14/2019	E.L. EACH ACCIDENT \$ 1,000,000
If yes, describe under DESCRIPTION OF OPERATIONS below						E.L. DISEASE - EA EMPLOYEE \$ 1,000,000
						E.L. DISEASE - POLICY LIMIT \$ 1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

CERTIFICATE HOLDER

FORRECO

For Record Only

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

John Tyrol

Attachment A – Technical Qualifications and Resumes

AMO Environmental Decisions provides choice technical consulting services to contractors, architects, civil engineers, government and leading world industries. Our team of highly experienced project managers, geologists, hydrogeologists, GIS analysts, engineers and environmental scientists are trained to focus on closing clients' environmental concerns. Our methods incorporate cost-effective, cutting-edge technologies, innovative approaches toward environmental decisions, and concentrate on protecting clients against environmental liabilities.

AMO personnel have several decades of experience in taking complex environmentally challenged sites through their respective regulatory agencies from the Pennsylvania Department of Environmental Protection to the United States Environmental Protection Agency.

Much of our experience is in the identification and remediation of environmental liabilities effecting soil and groundwater. In addition, AMO specializes in contaminated soils management during construction and the management of environmental data in GIS.

AMO has a strong history of successful site investigations and innovative remediations for soil, groundwater and soil vapor conditions that have met the PADEP Act 2 closure requirements as well as the US EPA under RCRA and CERCLA (Superfund) programs. We have assisted clients ranging from County Agencies and municipal governments to Fortune 500 Companies such as BASF Corporation and Exelon.

Functional Areas

- Soils/Clean Fill Policy Management
- Verification Sampling
- Closure Strategies & Agency Negotiations
- Site Investigation & Liability Assessments
- Remediation Design, Oversight & Management
- Civil Design – Geotechnical Investigations
- Air Monitoring (Noise, Dust, Vapors)
- Geographic Information Systems
- Permitting & Regulatory Compliance
- Asbestos & Hazardous Materials Surveys
- Fate & Transport Modeling
- Groundwater Resource Assessments
- Utility Locating and Geophysical Studies
- Complete Phase I, II & III Consulting Services

We have included the resumes for the key personnel assigned to this project team on the following pages.

AREAS OF EXPERTISE

- Investigation, Remediation, Site-Closure Strategies
- Environmental Hydrogeology
- Agency Negotiations
- Program Management-Project Coordination
- Expert Witness

EDUCATION

MS (1983), Geology, California State University, San Jose

BS (1980), Geology, Southampton College of Long Island University

REGISTRATIONS

Registered Professional Geologist - AIPG, No. 9812

Registered Professional Geologist, No. 649, Pennsylvania

Registered Professional Geologist, No. 1303, Delaware

Registered Professional Geologist, No. 1077, Florida

CERTIFICATIONS

OSHA Trained & Certified (40-hour, Annual 8-hour, Supervisor)

PUBLICATIONS

Available upon request

AFFILIATIONS

American Institute of Professional Geologists

National Ground Water Association

PROFESSIONAL HISTORY**PROFESSIONAL SUMMARY**

Mr. Golia has experience managing company assets and environmental liabilities for multiple industries, with emphasis on providing technical direction for comprehensive investigation and remediation programs under CERCLA, RCRA, and other state and federal regulatory programs. Mr. Golia serves as chief negotiator with regulatory agencies on behalf of his clients. He combines technical, analytical, and business skills with leadership and problem-solving capabilities to deliver positive results. Mr. Golia routinely interfaces with and supports legal counsel for his clients. He understands and balances the various factors and dynamics that influence outcomes, including regulatory/policy, technical, financial, and community issues and public perception. Mr. Golia has managed complex, high profile projects/programs and negotiated favorable agreements and beneficial outcomes. He is an effective communicator of complex technical issues to all stakeholders.

The following provides a brief description of Mr. Golia's experience:

Technical Manager and Coordinator for numerous projects being addressed under CERCLA and other similar programs. Experience includes work in many EPA Regions and multiple states. Serves as Technical Coordinator and Director for multi-party PRP groups, as well as representing individual companies on PRP Technical Committees. Comprehensive project management including RI/FS, RD/RA, order negotiations, legal support services, and development of groundwater investigation, monitoring and O&M programs. Also provides administrative and financial management for individual corporations and PRP groups.

Relevant project descriptions are presented below:

- Project Coordinator for a PRP Group conducting RI/FS and remediation activities at a CERCLA site in New York. Activities have included legal support during negotiation of Consent Orders for various phases of the project. Investigation and remedial evaluations have addressed soil, groundwater, and sediments. Ecological risk assessment focused on documenting the absence of resource damage. The Removal Action has involved the evaluation and implementation of innovative technologies to address groundwater at the site boundary.

As Project Coordinator for the PRP Group, Mr. Golia provided technical, financial, legal support, and administrative management services during implementation of the ROD. The total cost of the ROD remedies for soil, pond sediments, and groundwater are over \$30 million. Mr. Golia also provided regulatory negotiation and community relation services throughout the project.

Three of four remedial works elements have successfully completed and USEPA approval has been acknowledged under the direction of Mr. Golia. An innovative post excavation sampling program saved the project time and costs (over 1 million dollars) as did successful negotiations regarding permitting with respect to the pond sediment remedial action.

- Expedited cleanup of a portion of the site enable the redevelopment of a portion of the site while remedial action proceeded on the remainder of the site. This was achieved through negotiations with USEPA, NYSDEC, and local officials.

U.S. Geological Survey, Menlo Park, California (1980-1983)

Applied Earth Consultants, Inc. San Jose, California (1983-1984)

Dames & Moore/URS Corporation, Willow Grove, Pennsylvania (1984 -- 2005)

AMO Environmental Decisions, Inc., Danboro, Pennsylvania (2005 to Present)

- Program Manager for multi-media environmental investigations and remediation activities at a large manufacturing facility in Pennsylvania. Responsible for developing project strategies and leading teams, including technical and legal representatives, to ensure environmental goals and commitments were met. Under a settlement agreement with DOJ, a key responsibility was to conduct the work in a manner that is consistent with the National Contingency Plan ("NCP"); and meet the requirements of a quality cleanup under the Comprehensive Environmental Response, Compensation, and Liability Act ("CERCLA") (a "CERCLA quality cleanup"), as well as applicable state and local criteria. Site included large-scale SVE and groundwater pump and treat systems to address chlorinated VOCs with thermal oxidation of emissions generated.
- Project manager and Principal Investigator for an RI/FS and ROD implementation at the Recticon/Allied Steel Superfund Site in East Coventry Township, Pennsylvania. The RI/FS included a comprehensive evaluation of soil and groundwater impacts and risk analysis. ROD implementation called for the installation of a public water supply to East Coventry Township to an estimated twelve residences. The residences were all connected to public water. A source area groundwater recovery treatment system was also constructed and operated. Successful negotiations with USEPA resulted in the elimination of a groundwater recovery system to contain the entire plume thus significantly reducing the overall site remedial costs.
- Directed a number of detailed groundwater studies to characterize VOC plumes in groundwater. Several of the projects involved concerns regarding vapor intrusion to indoor air for occupied buildings /residences both on-site and off-site.
- Provided expert witness services related to a historic release from an Underground Storage Tank at a former service station. Mr. Golia provided expertise relative to the timing of the release and the potential for other off-site sources to have contributed to the onsite impacts.
- Third Party Technical Review and Consultation for the assessment of groundwater conditions at several nuclear power stations. The focus of the work was to evaluate the potential for and occurrence of tritium in groundwater. Responsibilities included assisting in environmental contractor selection, development and review of the work scope for each station, analysis of the hydrogeologic conditions at each station, development of a site conceptual model for each station, review of draft reports and assistance with interim and final recommendations and conclusions.

Performed an environmental assessment for property acquisition/divestiture for a major petroleum refinery. The objective of the project was to identify and evaluate potential environmental liabilities associated with past refinery operations. Work included the installation of 102 shallow monitoring wells, 6 deep monitoring wells, and the excavation of numerous test pits. Performed a detailed evaluation of the stratigraphic and hydrogeologic conditions at the site, including groundwater flow rates and direction, preferential pathways, and product thickness and distribution. Developed and implemented remedial methods for free-product recovery.

AREAS OF EXPERTISE

- Supporting Government Agencies, Writing and Implementation of State and Federal Brownfield Grants
- Brownfields Redevelopment
- Soil, Soil Gas, and Groundwater Investigation, Remediation Design and Implementation
- Real Estate Transaction Due Diligence

EDUCATION

Drexel University, B.S.,
Environmental Science, 2000

REGISTRATIONS

American Academy of
Environmental Engineers and
Scientist – Board Certified.
Environmental Scientist

CERTIFICATIONS

OSHA HAZWOPER Trained
& Certified (40-hour, Annual
8-hour)

AFFILIATIONS

Brownfields Coalition of the
North East (BCONE) 2018 -
Present

PUBLICATIONS

Firely, Gregory, "The
Business of Brownfields."
Presented at the US EPA 2012
National Brownfields
Conference, Philadelphia, PA.

Firely, Gregory, et. al.
"PADEP Guide to
Brownfields Development."
Presentations throughout

PROFESSIONAL SUMMARY

Mr. Gregory M. Firely, BCES is a Senior Project Manager at AMO. He received his B.S. in Environmental Science and Ecology from Drexel University in 2000 and has nearly 20-years of professional experience. He is a Board-Certified Environmental Scientist, registered with the American Academy of Environmental Engineers and Scientists.

Mr. Firely specializes in coordinating and managing all aspects of brownfields redevelopment. He routinely assists clients with identifying and applying for grants that can be directly applied to specific needs of a project. He has secured over \$14 million of such state and federal funding in Pennsylvania alone, which has been utilized for environmental assessment, remediation, demolition, site development/redevelopment, and construction projects. Mr. Firely develops detailed scopes of work for each brownfields site redevelopment, and works with clients to phase project timing with each appropriate grant or funding source.

Mr. Firely has extensive experience developing and directing wide ranges of preliminary assessment, site characterization, and remediation design scopes of work. He works closely with clients, regulatory agencies, and other stakeholders to ensure efficient, cost-effective site closures that are protective of human health and the environment. This project work has been successfully employed on sites including, but not limited to, former mine land, service stations, and heavily industrialized properties.

Mr. Firely sits on the Pennsylvania Department of Environmental Protection Brownfields Committee and the U.S. EPA Brownfields Committee; and has presented the values and benefits of brownfields grant funding, with successful applications toward site redevelopments, at national conferences across the United States.

The following summary of Mr. Firely's experience is not comprehensive.

PROJECT SUMMARY

Municipality of Norristown, Pennsylvania – Grant Writing/Implementation Services - Authored State and Federal Environmental Grants totaling \$1,200,000. Currently acting as Brownfields Project Coordinator. As the Brownfields Project Coordinator for Norristown, Mr. Firely assist in the identification of potential brownfield sites for assessment activities, communicates with site owners, schedules and oversees assessment activities and handles all US EPA reporting.

Lackawanna County, Pennsylvania – Grant Management Services - Authored and submitted US EPA Brownfield Community Wide Assessment Grants totaling \$1.1 million. Served the County as Brownfields Project Coordinator for their 2015 US EPA Grant. As the Brownfields Project Coordinator for Lackawanna, Mr. Firely assist in the identification of potential brownfield sites for assessment activities, communicated with site owners, scheduled and oversaw assessment activities and completed all US EPA reporting.

Pennsylvania in spring 2014-2015 in conjunction with the PADEP and the PADCED.

Firely, Gregory, "Ask the Experts." Presented at the US EPA 2018 National Brownfields Conference, Pittsburgh, PA.

Firely, Gregory, et al. "Brownfields for Sale". Presented at the PA Department of Environmental Protection 2018 Brownfields Conference, Bethlehem, PA.

Firely, Gregory, et al. "Urban Brownfields to Community Trails". Presented at the PA Department of Environmental Protection 2018 Brownfields Conference, Bethlehem, PA.

Firely, Gregory, et al. "Community Involvement". Presented at the PA Department of Environmental Protection 2018 Brownfields Conference, Bethlehem, PA.

PROFESSIONAL HISTORY

AMO Environmental Decisions, Inc., Doylestown, PA, Senior Project Manager 2019-Present

Langan Engineering and Environmental Services, Doylestown, PA Senior Project Manager, 2010-2019

Malcolm Pirnie King of Prussia, PA Project Scientist 2005-2010

McCormick and Taylor, Inc. Philadelphia, PA Environmental Scientist 2000-2005

Greene County, Pennsylvania – Grant Management Services - Authored and submitted Pennsylvania Department of Community and Economic Development Industrial Sites Reuse Program grant totaling \$195,000 for the environmental characterization of a 100-acre site. Mr. Firely managed the implementation of the scope of work as well as all reporting.

Philadelphia Industrial Development Corporation, Pennsylvania – Grant Management Services – managed the implementation of their US EPA Brownfields Assessment grant for \$500,000. Served the PIDC as Brownfields Project Coordinator for their 2015 US EPA Grant. As the Brownfields Project Coordinator for PIDC, Mr. Firely assist in the identification of potential brownfield sites for assessment activities, communicated with site owners, scheduled and oversaw assessment activities and completed all US EPA reporting. Successfully utilized US EPA Assessment grant funding for the closure of a site under the PADEP Land Recycling Program (Act 2).

Greene County, Pennsylvania – Grant Management Services - Authored and submitted US EPA Brownfield Community Wide Assessment Grants totaling \$1.1 million. Served the County as Brownfields Project Coordinator for their 2015 US EPA Grant. As the Brownfields Project Coordinator for Lackawanna, Mr. Firely assist in the identification of potential brownfield sites for assessment activities, communicated with site owners, scheduled and oversaw assessment activities and completed all US EPA reporting.

Camden Cogeneration Plant – Camden, New Jersey – Project Management - ISRA transaction, successfully took site through entire SRP; from initial PA, RI, RAR through RAO.

City of Allentown, Pennsylvania – Grant Writing Services – Authored and submitted a Pennsylvania Department of Community and Economic Development Industrial Site Reuse Program grant for \$135,000 for environmental remediation and all PADEP reporting for the Jackson Street Park Redevelopment project.

Redevelopment Authority of Bucks County, Pennsylvania – Project Management - Directed numerous Phase I Environmental Site Assessments and Phase II Site Investigations on various abandoned commercial and industrial sites. All work was performed under US EPA Brownfields Grant funding sources, which required all reporting to be approved by the US EPA.

AREAS OF EXPERTISE

- Grant Writing and Program Implementation for State and Federal Brownfield Grants
- Soil, Soil Gas, and Groundwater Investigation, Remediation Design, and Implementation
- Brownfields Redevelopment and Revitalization
- Transactional Due Diligence Support

EDUCATION

Dickinson College, B.S.,
Chemistry, 2001

Dickinson College, Biochemistry
and Molecular Biology, 2001

University of Pennsylvania, MBS,
Earth and Environmental Studies,
2005

University of Pennsylvania, Ph.D.,
Earth and Environmental Science,
2009

REGISTRATIONS

Geologist in Training (GIT) –
Pennsylvania, License No.
GT000228.

CERTIFICATIONS

OSHA HAZWOPER Trained &
Certified (40-hour, Annual 8-hour)

PRESENTATIONS

The Use of 2D and 3D CSIA to
Evaluate Sources and
Biodegradation of Chlorinated
Ethenes in Groundwater at Two
Sites in New Jersey. (*Oral
Presentation*). 2014. AEHS 36th
Annual International Conference on
Soils, Sediments, Water and
Energy. Amherst, MA.

PROFESSIONAL SUMMARY

Dr. James E. Bedison, Ph.D. is a Project Manager and Environmental Scientist at AMO Environmental Decisions. He received his B.S. in Chemistry and Biochemistry and Molecular Biology from Dickinson College in 2001 before pursuing his Master's and Ph.D. at the University of Pennsylvania where he focused on biogeochemical cycling and forest dynamics in the Adirondack Mountains of New York. Dr. Bedison has nearly 10-years of industry experience and is focused on brownfields redevelopment and revitalization.

Dr. Bedison specializes in coordinating and managing all aspects of brownfields redevelopment including investigation strategy and implementation, remedial design, regulatory compliance, and management. A specialized aspect of Dr. Bedison's brownfields work is assisting clients in identifying and applying for grant funding to support and advance their brownfields revitalization goals. He has worked as part of AMO's grant-writing team which has secured over \$12 million in state and federal funding to support environmental assessment, remediation, demolition, site development/redevelopment, and construction projects and promote brownfields redevelopment.

Dr. Bedison has extensive experience developing and directing a wide range of environmental due diligence activities including the completion of preliminary assessments (New Jersey), Phase I and Phase II ESAs, and site characterizations. Further, Dr. Bedison is responsible for completing site investigations, remediation design and implementation in support of regulatory closure. He works closely with clients, regulatory agencies, and vested stakeholders to design and execute efficient, compliant, and cost-effective site closures in accordance with state and federal regulatory programs. This project work has been successfully employed on sites including, but not limited to, former mine land, service stations, and heavily industrialized properties for both public and private clients.

SUMMARY OF SELECT PROJECTS

Municipality of Norristown, Pennsylvania – Grant Writing/Implementation Services – Co-Authored State and Federal Brownfields Grants totaling \$1,200,000. Project Manager responsible for completion of Phase I ESAs along with design and implementation of Phase II ESAs and reporting in accordance with PADEP Land Recycling Program (i.e., Act 2) to facilitate liability protection, regulatory closure and beneficial reuse. Responsible for staff management, subcontractor coordination, and grant-specific EPA submissions/reporting.

Lackawanna County, Pennsylvania – Grant Writing/Implementation Services – Co-Authored US EPA Brownfield Community Wide Assessment Grants which were awarded for a total of \$1.1 million. Responsible for completion of 10 Phase I ESAs along with design and implementation of 4 Phase II ESAs and reporting in accordance with PADEP Land Recycling Program (i.e., Act 2) to facilitate liability protection, regulatory closure and beneficial reuse. Additionally, coordinated, authored, and submitted a remediation plan that was awarded for over \$400,000 under the PA DCED ISRP program. Remediation implementation is ongoing.

How Isotopes are Lightening the Load – Case Studies in the Use of Compound Specific Isotope Analysis (CSIA) (*Oral Presentation with K. Linnell*). 2014. Langan Engineering and Environmental Services Environmental Workshop. Morristown, NJ.

A Comprehensive Strategy for the *in situ* Bioremediation of Mixed Chlorinated Ethenes/Ethanes in Groundwater. (Poster Presentation with T. King, B. Bond and A. Hackenberg). 2012. Battelle 8th International Conference: Remediation of Chlorinated and Recalcitrant Compounds. Monterey, CA.

A Comprehensive Strategy for the *in situ* Bioremediation of Mixed Chlorinated Ethenes/Ethanes in Groundwater. (Poster Presentation with T. King, B. Bond and A. Hackenberg). 2012. Langan Engineering and Environmental Services Environmental Workshop. East Windsor, NJ.

PROFESSIONAL HISTORY

AMO Environmental Decisions, Inc., Doylestown, PA, Senior Project Manager 2019-Present

Langan Engineering and Environmental Services, Doylestown, PA
Project Manager, 2010-2019

Greene County, Pennsylvania – Site Investigation – Working under a PA DCED ISRP program awarded to the County, Dr. Bedison was responsible for designing and managing the implementation of a investigation of a former creosote treatment facility on abandoned mine land. Dr. Bedison authored the investigation report and worked to develop recommendations for additional environmental investigation and beneficial reuse.

Roselle Park, New Jersey – Project Management – Working under a New Jersey Hazardous Discharge Site Remediation Fund grant to investigate previous fuel and heating oil discharges, Dr. Bedison was the project manager responsible for implementation of the approved scope of work for the grant which included the completion of a Preliminary Assessment, site investigation and sampling activities, a vapor intrusion investigation, and all associated NJDEP reporting.

City of Allentown, Pennsylvania – Project Management – Project Manager for field investigations and responsible for regulatory reporting in support of the Jackson Street Park Redevelopment project. The primary focus of the project was to investigate and remediate this former fuel station site to ensure both proper regulatory closure and protection of human health so that the existing park could expand onto this adjacent parcel.

Edison, New Jersey – Senior Field Scientist – Senior field scientist and project manager responsible for design, implementation, monitoring, and reporting of dye-tracing and pilot-scale bioremediation injection programs to optimize the design of a full-scale bioremediation of a mixed-source, chlorinated ethene plume in fractured bedrock beneath a densely developed urban area.

Hershey, Pennsylvania – Senior Field Scientist – Senior field scientist and project manager responsible for the site-wide investigation of soil and groundwater in support of decommissioning and redevelopment of a 50- acre industrial facility in accordance with PADEP Act 2.

Attachment B – Knowledge & Experience with Comparable Work

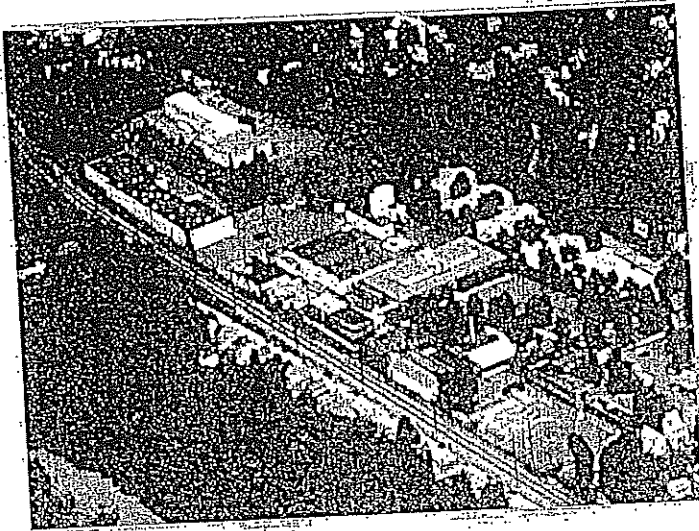
AMO has vast experience in soil and groundwater assessment and remediation from leaking underground storage tank to multi-acre soil and groundwater impacts. We pull from a level of experts whose knowledge spans across state regulatory agencies as well as federal program such as the Comprehensive Environmental Response, Compensation, and Liability Act (CERCLA) also known as Superfund.

We have completed complex soil and groundwater remediations across the country working with the applicable regulatory agencies, such as the Pennsylvania Department of Environmental Protection, to achieve site closures. These remediation activities vary from statistical analysis with risk-based closure to soil excavation and injection treatment.

We have included several project sheets on the following pages we feel represent the breadth and depth of our knowledge and experience in this arena.



ENVIRONMENTAL INVESTIGATION AND REMEDIATION DEVELOPMENT OF FORMER INDUSTRIAL CHEMICAL PLANT



SERVICES:

- Brownfields Redevelopment
- Pennsylvania, EPA Region 3
- US EPA RCRA Closure
- PADEP Act 2 Closure
- Phase I & II ESAs
- Site Characterization
- Remedial Design
- Remedial Implementation

LOCATION:

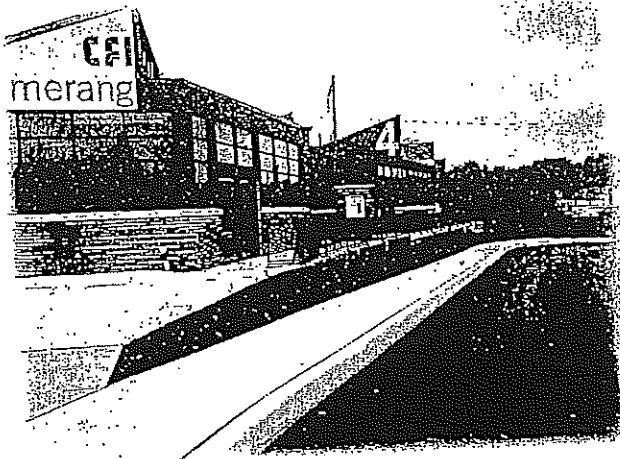
Montgomery County, Pennsylvania

CLIENT:

BASF Corporation

COSTS:

On-going, ≥ \$10 Million



AMO managed the successful regulatory closure of environmental concerns related to 44-acre site that formerly manufactured metal-treatment, herbicide and pesticide products in Ambler, Pennsylvania. We developed and directed surface/subsurface soil and groundwater investigation strategies, impacted media delineation/assessment, and value engineering mitigation measures to achieve USEPA and PADEP approved closure of one area of environmental concern (AEC/AOC) involving arsenic and dioxin.

Additionally, AMO developed and directed innovative statistically-based soil investigation/remediation of an 18-acre portion of the site and successfully negotiated client's Release from Liability under Act 2 program as well as the US EPA RCRA program, which enabled beneficial re-use of the parcel for the local community.

Our innovative value engineering approach using a statistically based site investigation strategy reduced the remediation time frame and costs by several million dollars compared to traditional "hot-spot" investigations and removal.

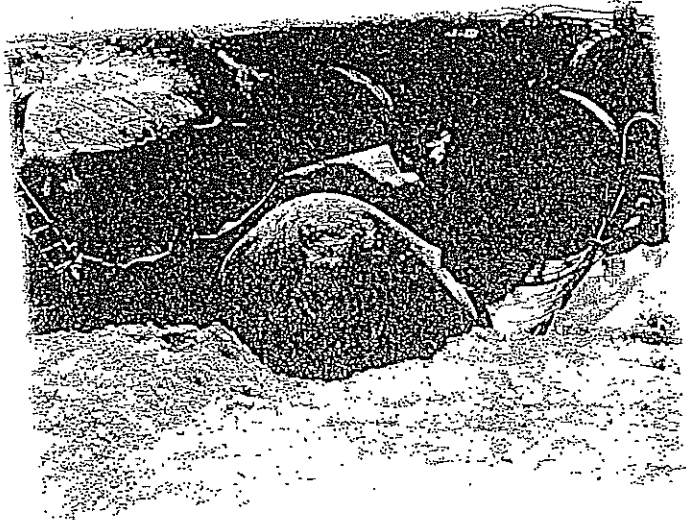
Working closely with the developer and regulatory authorities throughout the process enabled the scheduled official opening of Ambler Yards in 2019. This site now leases space to 35 new companies with over 500 new employees and brings in approximately \$350,000 annually in new tax revenue to: Lower Gwynedd Township; the Wissahickon School District; and Montgomery County.



AMO ENVIRONMENTAL DECISIONS
Environmental Risk & Remediation Consultants



ENVIRONMENTAL INVESTIGATION AND REMEDIATION ACTIVE TECHNICAL TRAINING FACILITY



SERVICES:

- Brownfields Redevelopment
- Impacted Soil Excavation/Disposal
- Phase I & II ESAs
- Site Characterization
- Remedial Design
- Remedial Implementation

LOCATION:

Morrisville, Pennsylvania

CLIENT:

Aspire, Inc.

COSTS:

\$200k

AMO managed the successful regulatory closure of environmental concerns related to a gasoline underground storage tank release at an active technical training facility in Morrisville, Pennsylvania. We developed and directed surface/subsurface soil and groundwater investigation strategies, impacted media delineation/assessment, and value engineering mitigation measures to achieve PADEP Act 2 Closure.

Directed closure of environmental concerns related to gasoline release from USTs at Aspire's Morrisville, PA facility. Developed and directed surface and subsurface soil investigation strategies, delineation of impacts, and mitigation measures. Tasks involved statistically-based soil & groundwater sampling/analysis, exposure pathway/receptor surveys, groundwater fate & transport analysis, and development of *Site-Specific Standards* for selected media (among other things). Negotiated and implemented remediation-confirmation plans and groundwater investigation strategies with PADEP. Client received PADEP's Release from Liability under Act 2 program.



AMO ENVIRONMENTAL DECISIONS
Environmental Risk & Remediation Consultants



ENVIRONMENTAL INVESTIGATION AND REMEDIATION DEVELOPMENT OF COMBINED CYCLE POWER PLANT

SERVICES:

- Brownfields Assessment
- Pennsylvania, EPA Region 3
- PCB Remediation
- Toxic Substances Control Act (TSCA)
- PADEP Act 2
- Phase I & II ESAs
- Site Characterization
- Remedial Design

LOCATION:

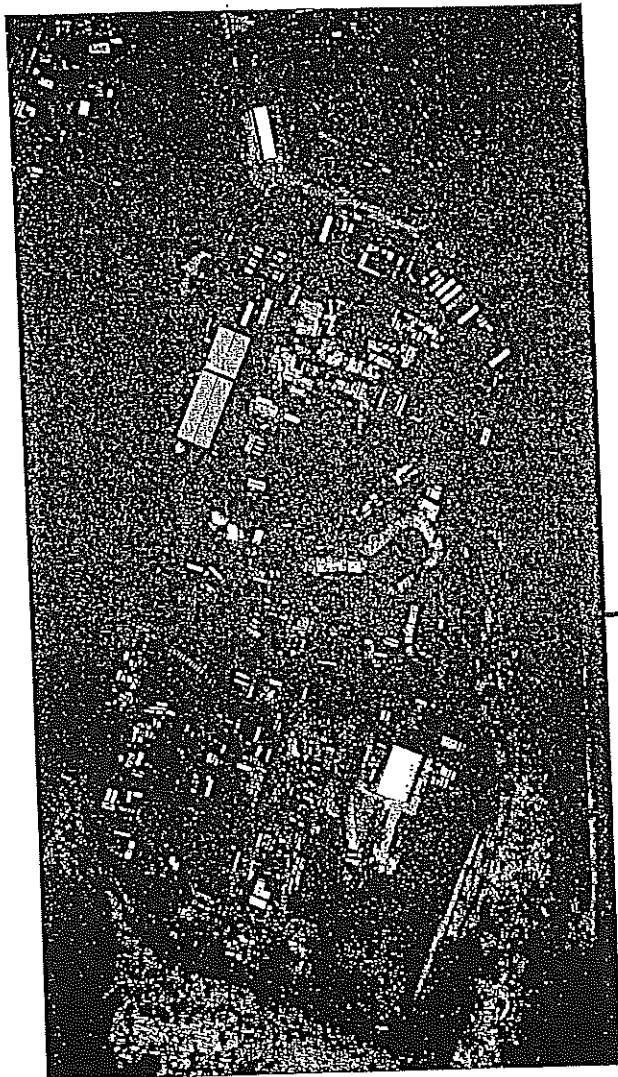
Berks County, Pennsylvania

CLIENT:

Confidential

Costs:

On-going, ≥ \$10 Million



AMO Environmental Decisions, Inc. (AMO) is providing environmental consulting services as part of the redevelopment of a 102-acre former Department of Defense manufacturing site into a 450-megawatt natural gas-fired combined cycle power plant in Berks County, Pennsylvania. AMO was initially contracted to perform a Phase I Environmental Site Assessment (ESA). Based on the identification of numerous recognized environmental concerns (RECs), a Phase II ESA was performed. The Phase II ESA was used to develop a demolition contract that includes remediation of mixed

media. AMO is providing environmental oversight services for compliance with Pennsylvania's Land Recycling and Environmental Remediation Standards Act (Act 2) and the U.S. Environmental Protection Agency's (USEPA's) Toxic Substances Control Act (TSCA).

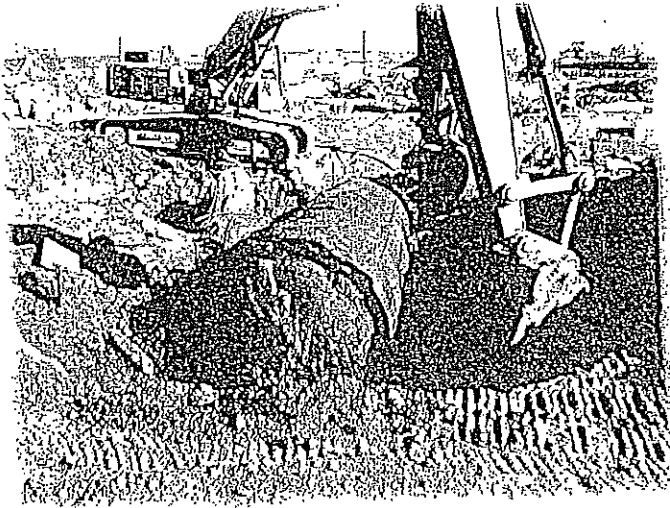
The property consisted of numerous buildings, which previously housed administrative, research and development, manufacturing operations, and support/maintenance facilities. Manufacturing operations began in 1942 and ceased at the site in 1988. Portions of the property were later leased for warehousing.



AMO ENVIRONMENTAL DECISIONS
Environmental Risk & Remediation Consultants



ENVIRONMENTAL INVESTIGATION AND REMEDIATION FORMER INK MANUFACTURING FACILITY



SERVICES:

- Brownfields Redevelopment
- Impacted Soil Excavation/Disposal
- Phase I & II ESAs
- Site Characterization
- Remedial Design
- Remedial Implementation

LOCATION:

Lancaster, Pennsylvania

CLIENT:

Flint Ink Corporation

COSTS:

\$5 Million

AMO managed the successful regulatory closure of environmental concerns related to former ink manufacturing facility in Lancaster, Pennsylvania. We developed and directed surface/subsurface soil and groundwater investigation strategies, impacted media delineation/assessment, and value engineering mitigation measures to achieve PADEP Act 2 Closure.

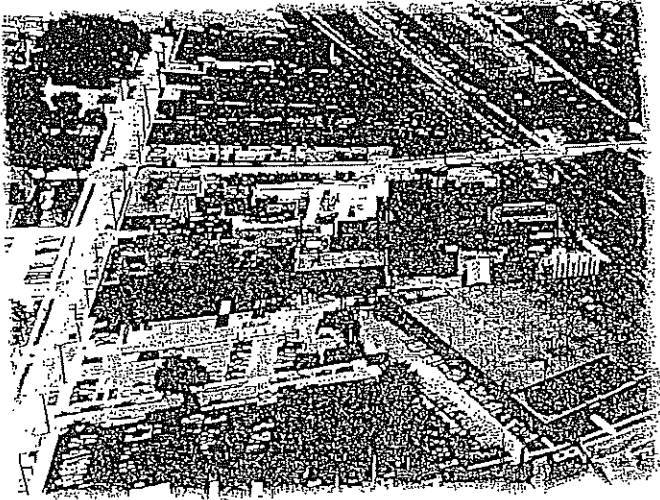
Directed closure of environmental concerns related to toluene spill at Flint's Lancaster, PA facility. Developed and directed surface and subsurface soil investigation strategies, impacted media delineation/assessment, and mitigation measures. In addition to excavation and off-site disposal methods, mitigation measures included a bioventing system designed to treat impacts beneath an operational portion of the site. Other related tasks included statistically-based soil sampling/analysis, exposure pathway/receptor surveys, groundwater fate & transport analysis, negotiation of remediation-confirmation plans, and groundwater investigation strategies with PADEP. Client received Release from Liability under Act 2 program.



AMO ENVIRONMENTAL DECISIONS
Environmental Risk & Remediation Consultants



ENVIRONMENTAL INVESTIGATION AND REMEDIATION FORMER PAINT MANUFACTURING FACILITY



SERVICES:

- Brownfields Redevelopment
- Impacted Soil Excavation/Disposal
- Phase I & II ESAs
- Site Characterization
- Remedial Design
- Remedial Implementation

LOCATION:

Detroit, Michigan

CLIENT:

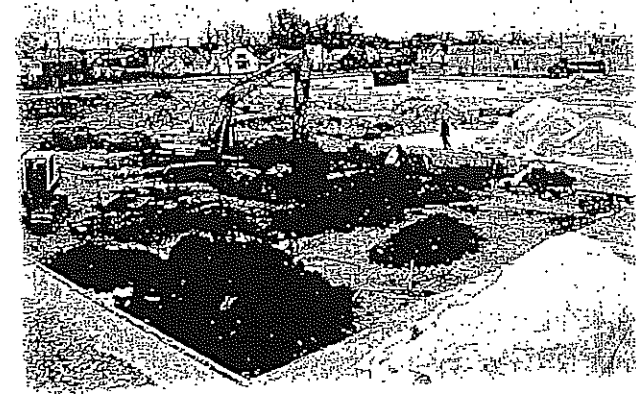
BASF Corporation

COSTS:

\$5 Million

AMO managed the successful regulatory closure of environmental concerns related to a former paint manufacturing facility in Detroit, Michigan. We developed and directed surface/subsurface soil and groundwater investigation strategies, impacted media delineation/assessment, and value engineering mitigation measures to achieve MDEQ approved closure.

Developed and directed closure strategies designed to assess potential environmental impacts prior to and following cessation of plant operations, which enable responsible evaluation of conditions with consideration for regulatory guidance/involvement. Developed detailed probability analyses of potential future environmental costs for negotiation of insurance cost recovery claims. Directed site-wide geophysics, soil-gas surveys, and statistically-based soil investigation programs. Investigation results enabled rationale for: 1) immediate sale of two out of three parcels; and 2) implementation of a significantly reduced scope of work regarding the third parcel and traditional MDEQ Part 201 cleanups. Remedial work involved removal of



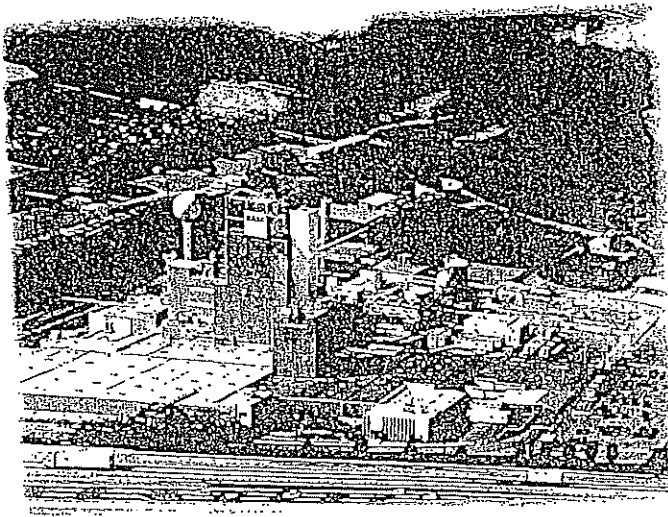
targeted areas of interest from the remaining 6-acre parcel. Approximately 20,000 yards³ of impacted soil and construction debris were removed from site.



AMO ENVIRONMENTAL DECISIONS
Environmental Risk & Remediation Consultants



ENVIRONMENTAL INVESTIGATION AND REMEDIATION FORMER INDUSTRIAL MANUFACTURING PLANT



SERVICES:

- Brownfields Redevelopment
- Impacted Soil Excavation/Disposal
- Phase I & II ESAs
- Site Characterization
- Remedial Design
- Remedial Implementation

LOCATION:

Jamesburg, New Jersey

CLIENT:

BASF Corporation

COSTS:

\$5 Million

AMO managed the successful regulatory closure of environmental concerns related to a former polystyrene manufacturing facility in Jamesburg, New Jersey. We developed and directed surface/subsurface soil and groundwater investigation strategies, impacted media delineation/assessment, and value engineering mitigation measures to achieve NJDEP approved closure.

Investigative work involved: preparation of *ISRA Preliminary Assessment*; preparation and implementation of site-wide soil and groundwater investigation; evaluation of potential receptors through *Baseline Ecological Evaluation* (BEE) and groundwater-user records; jurisdictional determination regarding potential stream encroachment issues; and evaluation of findings relative to NJDEP *Technical Requirements*. Remedial work involved, among other tasks: UST removals; removal of approximately 4,000 yards³ of impacted soil; and closure of NJPDES permits.

In a rare act, NJDEP case manager's ISRA-PA review letter stated, "*BASF's consultant submitted excellent documentation for Areas of Environmental Concern (AOC's). The thoroughness of the Preliminary Investigation (PI) report has resulted in a lengthy letter, however in the opinion of the case manager it has also likely resulted in decreasing the timeframe of this case by as much as two years.*"



AMO ENVIRONMENTAL DECISIONS
Environmental Risk & Remediation Consultants

Attachment C – Prior Experience with Government Entities

AMO has experience in working with governmental agencies ranging from the United States Environmental Protection Agency and the Army Corps of Engineers to County Agencies and Municipalities. AMO personnel have been working with Government entities in not only conducting environmental due diligence, assessment and remediation for brownfields redevelopment, but also in securing grant funding for these activities. AMO understand the limited resources that local governments have to facilitate brownfields redevelopment and we work as a virtual extension to ensure the funding that is allocated to these projects is used efficiently while securing all regulatory approvals.

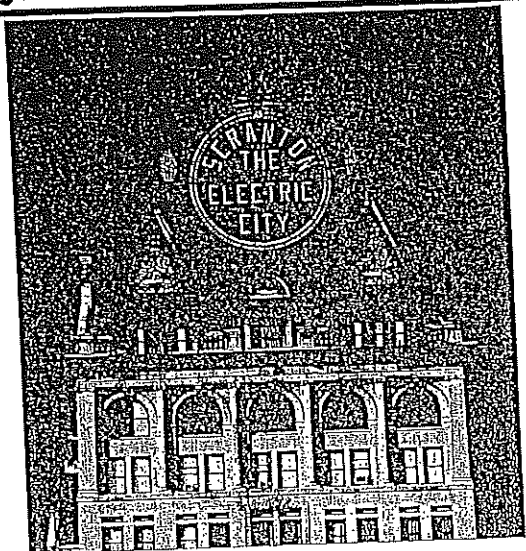
Most recently, AMO personnel have had the pleasure of working with Lackawanna County under their previous US EPA Brownfields Assessment grant. We have also have worked with other government agencies in securing them brownfields funding. Below is a partial list of government agencies we have worked with;

- Taylor Borough, Lackawanna County
- Lackawanna County
- United States Environmental Protection Agency
- Greene County Department of Economic Development
- Erie County Industrial Development Authority
- Bucks County Redevelopment Authority
- Municipality of Norristown
- Montgomery County Redevelopment Authority
- Philadelphia Redevelopment Authority
- Philadelphia Industrial Development Corporation

We have included several relevant project sheets detailing our work with government entities on the following pages.



US EPA BROWNFIELD GRANT ADMINISTRATION BROWNFIELDS ASSESSMENT PROJECT



SERVICES:

- Brownfields Assessment
- Pennsylvania, EPA Region 3
- Site Inventory and Prioritization
- Phase I & II ESAs
- US EPA Reporting
- Community Outreach
- Identification of Additional Funding Sources

LOCATION:

Lackawanna County, Pennsylvania

CLIENT:

Lackawanna County

AMO personnel handled the implementation and all reporting requirements for Lackawanna County's \$500,000 U.S. EPA Brownfields Community-Wide Assessment Grant. In addition, AMO personnel wrote and submitted the grant application to the US EPA on behalf of the County.

Utilizing US EPA funding, AMO personnel assisted the County in creating their Brownfields Program. Under our direction, Lackawanna has developed an inventory of over 25-brownfield sites. These sites are being assessed as part of the implementation of a redevelopment strategy which we helped develop.

AMO personnel provided all environmental assessment activities, community outreach, and completing all U.S. EPA reporting requirements on behalf of Lackawanna.

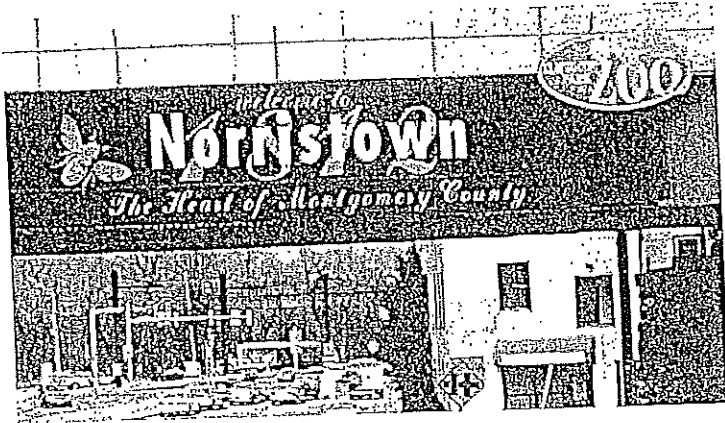
The County, with AMO personnel support, identified and assessed over 10 brownfield sites and developed a strategy for redevelopment.



AMO ENVIRONMENTAL DECISIONS
Environmental Risk & Remediation Consultants



US EPA BROWNFIELD GRANT ADMINISTRATION BROWNFIELDS ASSESSMENT PROJECT



SERVICES:

- Brownfields Assessment
- Pennsylvania, EPA Region 3
- Site Inventory and Prioritization
- Phase I & II ESAs
- US EPA Reporting
- Community Outreach
- Identification of Additional Funding Sources

LOCATION:

Norristown, Pennsylvania

CLIENT:

Municipality of Norristown

AMO personnel handled the implementation and all reporting requirements for the Borough of Norristown's two U.S. EPA Brownfields Community-Wide Assessment Grants, one for Hazardous Substances and one for Petroleum Products. In addition, AMO personnel wrote and submitted these grant applications to the US EPA on behalf of Norristown.

Utilizing US EPA funding, AMO personnel assisted the Borough of Norristown in creating their Brownfields Program. Under our direction, Norristown has developed an inventory of over 50-brownfield sites. These sites are being assessed as part of the implementation of a redevelopment strategy which we helped develop.

AMO personnel provided all environmental assessment activities, community outreach, and completing all U.S. EPA reporting requirements on behalf of Norristown.

The Municipality, with AMO personnel support, identified and assessed over 20 brownfield sites and developed a strategy for redevelopment.



AMO ENVIRONMENTAL DECISIONS
Environmental Risk & Remediation Consultants



GREENE COUNTY INDUSTRIAL DEVELOPMENT AUTHORITY BROWNFIELDS ASSESSMENT PROJECT

SERVICES:

- *Brownfields Assessment*
- *Pennsylvania Grant Support*
- *Site Environmental Characterization*
- *Industrial Sites Reuse Program Grant*
- *Redevelopment Strategy*
- *Identification of Additional Funding Sources*

LOCATION:

Greene County, Pennsylvania

CLIENT:

Greene County Industrial Development Authority

AMO personnel handled the implementation and all reporting requirements for the Greene County Industrial Development Authority's Industrial Sites Reuse Program Environmental Assessment grant application to fund the environmental assessment activities of the Former Mather Site.

The Former Mather site, vacant for many years, consists of approximately 150-acres and was formerly utilized as a coal processing and lumber treatment facility. Various environmental studies have been completed on the site in the past and had identified a myriad of impacts. However, a comprehensive study had not been completed.

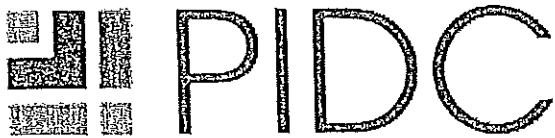
AMO personnel worked with the Greene County IDA to submit a Pennsylvania Department of Community and Economic Development Industrial Site Reuse grant for \$250,000 to complete a comprehensive site characterization.

The site characterization has been completed and the County IDA have prepared plans for remediation. The site is now primed for redevelopment.





US EPA BROWNFIELD GRANT ADMINISTRATION BROWNFIELDS ASSESSMENT PROJECT



Driving growth to every corner of Philadelphia

SERVICES:

- *Brownfields Assessment*
- *Pennsylvania, EPA Region 3*
- *Site Inventory and Prioritization*
- *Phase I & II ESAs*
- *US EPA Reporting*
- *Community Outreach*
- *Identification of Additional Funding Sources*

LOCATION:

Philadelphia, Pennsylvania

CLIENT:

Philadelphia Industrial Development Corporation

AMO personnel handled the implementation and all reporting requirements for the Philadelphia Industrial Development Corporation's two U.S. EPA Brownfields Community-Wide Assessment Grants, one for Hazardous Substances and one for Petroleum Products, totaling \$400,000.

Utilizing US EPA funding, AMO personnel assisted the PIDC in creating their Brownfields Program. PIDC, with our coordination, has developed an inventory of targeted sites for redevelopment along the lower Schuylkill River. These sites are being assessed as part of the implementation of a redevelopment strategy to encourage site reuse.

AMO personnel provided all environmental assessment activities, community outreach, and completing all U.S. EPA reporting requirements on behalf of PIDC.

The PIDC, with AMO personnel support, identified and assessed numerous brownfield sites and developed a strategy for redevelopment and reuse.



AMO ENVIRONMENTAL DECISIONS
Environmental Risk & Remediation Consultants

Attachment D – Small Business Firm

AMO Environmental Decisions (AMO), a Pennsylvania Registered Small Business, certification number 367805-2013-04-SB. Our State certification is provided on the following page.

NOTICE OF SMALL BUSINESS SELF-CERTIFICATION



The Department is pleased to announce that

AMO ENVIRONMENTAL DECISIONS INC

has successfully completed the Pennsylvania Department of General Services' process for self-certification as a small business under the Commonwealth's Small Business Contracting Program, with the following designation:

BUSINESS TYPE(s): Procurement Services

CERTIFICATION NUMBER: 367805-2013-04-SB

CERTIFICATION TYPE: Small Business

ISSUE DATE: 04/10/2013 **EXPIRATION DATE: 02/29/2020**

RECERTIFIED DATE: 1/31/2018

A handwritten signature in black ink that reads "Kerry L. Kirkland". The signature is written in a cursive style with a large, looped "K" and a trailing flourish.

Kerry L. Kirkland, Deputy Secretary
Diversity, Inclusion, and Small Business Opportunities



DEPARTMENT OF LAW

PENNSYLVANIA CITY HALL • 340 NORTH WASHINGTON AVENUE • SCRANTON, PENNSYLVANIA 18503 • PHONE: 570-348-4105 • FAX: 570-348-4263

February 12, 2020


To the Honorable Council
Of the City of Scranton
Municipal Building
Scranton, PA 18503

RECEIVED
FEB 18 2020
OFFICE OF CITY
COUNCIL/CITY CLERK

Dear Honorable Council Members:

ATTACHED IS A RESOLUTION AUTHORIZING THE MAYOR AND
OTHER APPROPRIATE CITY OFFICIALS TO EXECUTE AND ENTER INTO A
CONTRACT WITH AMO ENVIRONMENTAL DECISIONS FOR
ENVIRONMENTAL REMEDIATION OF THE FUTURE SITE OF THE
DOWNTOWN POCKET PARK, 248 WYOMING AVENUE, SCRANTON,
PENNSYLVANIA.

Respectfully,


Jessica L. Eskra, Esquire
City Solicitor

JLE/sl

RESOLUTION NO. _____

2020

ACCEPTING A FIVE HUNDRED (\$500.00) DOLLAR DONATION FROM MS. MARIE C. BANICKY OF SCRANTON PRESENTED TO THE CITY OF SCRANTON POLICE K-9 UNIT.

WHEREAS, Ms. Marie C. Banicky of Scranton presented a donation of \$500.00 to the City of Scranton Police K-9 Unit. This donation will be deposited into Special City Account No. 02.229539 entitled "Scranton Police K-9 Unit"; and

WHEREAS, it is in the best interest of the City to accept this donation to benefit the Scranton Police K-9 Unit.

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF SCRANTON that the donation of \$500.00 from Ms. Marie C. Banicky is hereby accepted to be deposited into Special City Account No. 02.229539 entitled "Scranton K-9 Unit" to benefit the K-9 Unit.

SECTION 1. If any section, clause, provision or portion of this Resolution shall be held invalid or unconstitutional by any Court of competent jurisdiction, such decision shall not affect any other section, clause, provision or portion of this Resolution so long as it remains legally enforceable minus the invalid portion. The City reserves the right to amend this Resolution or any portion thereof from time to time as it shall deem advisable in the best interests of the promotion of the purposes and intend of this Resolution and the effective administration thereof.

SECTION 2. This Resolution shall become effective immediately upon approval.

SECTION 3. This Resolution is enacted by the Council of the City of Scranton under the authority of the Act of Legislature, April 13, 1972, Act No. 62, known as the "Home Rule Charter and Optional Plans Law", and any other applicable law arising under the laws of the State of Pennsylvania.

MARIE C BANICKY
714 CLAY AVE
SCRANTON, PA 18510-2709

3501

12-22-19

Pay to the Order of Scranton Police Dept \$ 500.00

Dollars

Payable to the order of



WELLS FARGO BANK, N.A.
North Carolina
Member FDIC

For Cash on Hand Marie Banicky

[Redacted Signature]



DEPARTMENT OF LAW

CITY HALL • 340 NORTH WASHINGTON AVENUE • SCRANTON, PENNSYLVANIA 18503 • PHONE: 570-348-4105 • FAX: 570-348-4263


February 18, 2020

To the Honorable Council
Of the City of Scranton
Municipal Building
Scranton, PA 18503

Dear Honorable Council Members:

ATTACHED IS A RESOLUTION ACCEPTING A FIVE HUNDRED (\$500.00)
DOLLAR DONATION FROM MS. MARIE C. BANICKY OF SCRANTON
PRESENTED TO THE CITY OF SCRANTON POLICE K-9 UNIT.

Respectfully,


Jessica L. Eskra, Esquire
City Solicitor

JLE/sl

RECEIVED
FEB 18 2020
OFFICE OF CITY
COUNCIL/CITY CLERK

RESOLUTION NO. _____

2020

APPOINTMENT OF KAREN A. DESANDIS, 1105 SUMMIT POINT, SCRANTON, PENNSYLVANIA, 18508, TO THE CIVIL SERVICE COMMISSION EFFECTIVE FEBRUARY 14, 2020. MISS DESANDIS' TERM WILL EXPIRE WITH THE TERM OF MAYOR PAIGE G. COGNETTI.

WHEREAS, Paige G. Cagnetti was elected Mayor of the City of Scranton; and

WHEREAS, Mayor Cagnetti took office on January 6, 2020; and

WHEREAS, Mayor Cagnetti desires to appoint Karen DeSandis to the Civil Service Commission. Ms. DeSandis' term will expire with the term of Mayor Paige G. Cagnetti; and

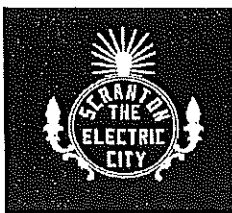
WHEREAS, Karen DeSandis has the requisite, experience, education and training necessary to act as a member of the Civil Service Commission.

NOW, THEREFORE, BE IT RESOLVED that Karen DeSandis, 1105 Summit Point, Scranton, PA is hereby appointed to the Civil Service Commission. Ms. DeSandis' term will expire with the term of Mayor Paige G. Cagnetti.

SECTION 1. If any section, clause, provision or portion of this Resolution shall be held invalid or unconstitutional by any Court of competent jurisdiction, such decision shall not affect any other section, clause, provision or portion of this Resolution so long as it remains legally enforceable minus the invalid portion. The City reserves the right to amend this Resolution or any portion thereof from time to time as it shall deem advisable in the best interests of the promotion of the purposes and intent of this Resolution and the effective administration thereof.

SECTION 2. This Resolution shall become effective immediately upon approval.

SECTION 3. This Resolution is enacted by the Council of the City of Scranton under the authority of the Act of Legislature, April 13, 1972, Act No. 62, known as the "Home Rule Charter and Optional Plans Law", and any other applicable law arising under the laws of the State of Pennsylvania.



OFFICE OF THE MAYOR

February 14, 2020

Honorable Council of the City of Scranton
340 N. Washington Avenue
Scranton, Pa. 18503

RE: Civil Service Committee Appointment, **Karen A. DeSandis**

Dear Council Members:

Please be advised that I am appointing, Karen A. DeSandis, 1105 Summit Point, Scranton, PA 18508, as a member of the Civil Service Commission for the City of Scranton effective February 14, 2020.

I respectfully request City Council's concurrence in this appointment.

Sincerely,

A handwritten signature in black ink, reading "Paige G. Cagnetti".

Paige G. Cagnetti
Mayor, City of Scranton

CC: Patrick Sheridan, Business Administrator
Stephanie Pisko, Chief of Staff
Civil Service Committee
Karen A. DeSandis

Karen A. DeSandis

Education

Bloomsburg University

B.S. in Secondary Education

University of Scranton

M.S. in Education

Secondary administrator certification

Elementary administrator certification

K-12 supervisor of social studies certificate

Marywood College

Elementary education certification

Experience

North Scranton Junior High School

Teacher 1969-1973

Scranton Technical High school

Teacher 1973-1982

North Scranton Junior High School

Vice Principal 1983

Scranton Technical High School

Vice Principal 1984-1992

East Scranton Intermediate School

Principal 1992-1999

Nativity School and Marian Catholic

Principal 1999-2005

Keystone College Education Department – Towanda and Delaware Valley

Student Advisor and Education Supervisor 2005-2013

Awards

Luzerne Lackawanna County Environmental Educator of the Year

Northeast Woman Scranton Time



DEPARTMENT OF LAW

CITY HALL • 340 NORTH WASHINGTON AVENUE • SCRANTON, PENNSYLVANIA 18503 • PHONE: 570-348-4105 • FAX: 570-348-4263

February 18, 2020

To the Honorable Council
Of the City of Scranton
Municipal Building
Scranton, PA 18503

RECEIVED

FEB 19 2020


OFFICE OF CITY
COUNCIL/CITY CLERK

Dear Honorable Council Members:

ATTACHED IS A RESOLUTION AUTHORIZING APPOINTMENT OF KAREN A. DESANDIS, 1105 SUMMIT POINT, SCRANTON, PENNSYLVANIA, 18508, TO THE CIVIL SERVICE COMMISSION EFFECTIVE FEBRUARY 14, 2020. MISS DESANDIS' TERM WILL EXPIRE WITH THE TERM OF MAYOR PAIGE G. COGNETTI.

THE ADMINISTRATION HAS VERIFIED THAT THE APPOINTEE HAS NO DELINQUENT CITY TAX OR REFUSE PAYMENTS DUE.

Respectfully,


Jessica L. Eskra, Esquire
City Solicitor

JLE/sl

RESOLUTION NO. _____

2020

APPOINTMENT OF ELIZABETH M. GARCIA, ESQUIRE, 1135 OLIVE STREET, SCRANTON, PENNSYLVANIA, 18510, TO THE CIVIL SERVICE COMMISSION EFFECTIVE FEBRUARY 14, 2020. ATTORNEY GARCIA'S TERM WILL EXPIRE WITH THE TERM OF MAYOR PAIGE G. COGNETTI.

WHEREAS, Paige G. Cagnetti was elected Mayor of the City of Scranton; and

WHEREAS, Mayor Cagnetti took office on January 6, 2020; and

WHEREAS, Mayor Cagnetti desires to appoint Elizabeth M. Garcia, Esquire to the Civil Service Commission. Attorney Garcia's term will expire with the term of Mayor Paige G. Cagnetti; and

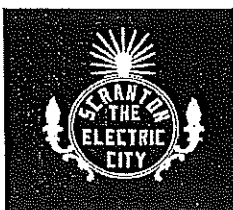
WHEREAS, Attorney Garcia has the requisite, experience, education and training necessary to act as a member of the Civil Service Commission.

NOW, THEREFORE, BE IT RESOLVED that Elizabeth M. Garcia, Esquire, 1135 Olive Street, Scranton, PA is hereby appointed to the Civil Service Commission. Attorney Garcia's term will expire with the term of Mayor Paige G. Cagnetti.

SECTION 1. If any section, clause, provision or portion of this Resolution shall be held invalid or unconstitutional by any Court of competent jurisdiction, such decision shall not affect any other section, clause, provision or portion of this Resolution so long as it remains legally enforceable minus the invalid portion. The City reserves the right to amend this Resolution or any portion thereof from time to time as it shall deem advisable in the best interests of the promotion of the purposes and intent of this Resolution and the effective administration thereof.

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OFFICE OF THE MAYOR

February 14, 2020

Honorable Council of the City of Scranton
340 N. Washington Avenue
Scranton, Pa. 18503

RE: Civil Service Committee Appointment, **Elizabeth Garcia**

Dear Council Members:

Please be advised that I am appointing, **Elizabeth Garcia**, 1135 Olive Street, Scranton, PA 18510, as a member of the Civil Service Commission for the City of Scranton effective February 14, 2020.

I respectfully request City Council's concurrence in this appointment.

Sincerely,

Paige G. Cognetti
Mayor, City of Scranton

CC: Patrick Sheridan, Business Administrator
Stephanie Pisko, Chief of Staff
Civil Service Committee
Elizabeth Garcia

Elizabeth M. Garcia, Esq.

Bar Admissions New Jersey, Pennsylvania, United States District Court of New Jersey, Third Circuit Court of Appeals, United States Supreme Court

Legal Experience **Parker, McCay P.A.,** 2012- present
Shareholder/ Chair of the Labor and Employment Department 2008 -2012
Counsel 2001-2008
Associate
Firm Committees: Hiring committee, Marketing Committee, Associates Committee Liaison
Legal Counsel: Advise Human Resources Director on firm employment and human resources matters; Conduct training; Lead and/or guide human resources and compliance investigations.
Manage attorneys and staff. Conduct internal investigations related to compliance, affirmative action, harassment, whistle blowing & ethics. Provide training on anti-harassment, leaves, investigations process and documentation, compliance and other topics. Draft and negotiate C-Suite employment agreements, restrictive covenants and severance packages, Bargain public and private union contracts for management. Handle grievance arbitrations, disciplinary hearings, and administrative agency hearings and trials. Litigate unfair labor practices at PERC and the NLRB. Counsel employers on state and Federal family leave acts, Fair Labor Standards Act, American with Disabilities Act and other state and federal employment laws. Litigate employment law, civil rights and breach of contract cases in Administrative, State and Federal Courts, including appeals. Other responsibilities include but are not limited to, counseling private and public sector employers on day to day labor, compliance functions, employment matters and human resources issues, including pension issues, benefits, leaves, contract interpretation, and unemployment hearings.

Chambers of the Honorable Michael Winkelstein, J.A.D. 2001
New Jersey Superior Court, Appellate Division, Law Clerk
Edited judicial opinions. Wrote memoranda relating to a wide variety of legal issues including criminal matters, domestic abuse/family services cases, employment relations and matrimonial cases.

Chambers of the Honorable Michael Winkelstein, A.J.S.C. 2000-2001
New Jersey Superior Court, Law Division, Law Clerk
Researched and drafted memoranda and decisions on a variety of dispositive motions, prerogative writs and election issues. Summarized and recommended disposition of motions, scheduled and observed oral arguments. Assisted Judges and Chancery Judge on orders to show cause summary judgment, and pre-trial motions. Mediated small claims and special civil part cases biweekly.

Internal Revenue Service, Department of the Treasury, Spring 2000
Estate Tax Group, Intern
Researched and wrote legal memoranda regarding charitable contributions, marital deductions, and joint property issues. Met with estate representatives and attorneys to

review income tax returns, gift tax returns, bank statements and other estate documents to determine accurateness of the return.

City of Philadelphia Law Department Tax Unit, Law Clerk 1999-2000
Philadelphia Bar Association Tax Awareness Scholarship Recipient
Researched and wrote appellate briefs, motions and memoranda on a variety of tax, property, trust and estates, and bankruptcy issues. Assisted senior attorney at Tax Review Board hearings and trials. Prepared senior attorney for oral arguments. Drafted cross examinations for real estate transfer tax trial.

Chambers of the Honorable Thomas N. O'Neill, Jr. Summer 1998
United States District Court, Eastern District of Pennsylvania, Summer Law Clerk
Researched and wrote legal memoranda and orders on a variety of pretrial motions. Observed oral arguments, trials and settlement conferences.

Ankeles, Harmon & Bonfanti, Counselors at Law, Clerk 1991-1996
Prepared pre-closing and completed post-closing documents relating to real estate mortgages. Translated English legal documents and consultations for clients who spoke Portuguese and Spanish.

Education **James E. Beasley School of Law at Temple University, Juris Doctor** May 2000
Honors and Activities: Executive Editor, *Temple International and Comparative Law Journal*; President, International Law Society, Competitor, Barrister Society Negotiation; Recipient, Portuguese-American Graduate Scholarship 1997-2000.
Employment: Oral Argument Coordinator, Professor Jan Levine.

Wheaton College, Massachusetts, Bachelors of Arts, Cum Laude May 1997
Majors: International Relations and Hispanic Studies
Minors: International Economics and French
Honors: Sigma Delta Pi Spanish Honor Society; President, Spanish and French Clubs; Recipient, Massachusetts Foreign Language Association Scholarship; Recipient, Portuguese-American Higher Education Scholarship 1993-1997.
Semester Abroad: Universidad de Cordoba, Cordoba, Spain

Memberships: Past-President of the Burlington County Bar Association
Past-President of the Burlington County Bar Foundation.
Member of the New Jersey State Bar Association.
First Chair of the Gloucester County Chamber of Commerce
Member of the Human Resource Committee for Virtua Hospital
Former member of Virtua's Diversity Committee
Member of the New Jersey Institute of Local Government Attorneys
Member of Women Owned Law

Recognition:

- Top Rated Lawyer 2018, *Avvo.com*
- Listed in Best Attorneys in Business for Employment and Labor Law, *South Jersey Biz*, 2015
- Named to "Top 25 Women to Watch in 2014" by *South Jersey Biz*
- Recognized as one of 50 "New Leaders of the Bar" by the *New Jersey Law Journal*, 2013

- Recipient of the prestigious Robert W. Criscuolo Award, presented annually by the Burlington County Bar Association to a young attorney committed to the legal profession and the community, 2008

Publications:

- "Paid Sick Leave is Now Law and This is What You Need to Know," *Parker McCay Blog*, May 2, 2018.
- "New Jersey Equal Pay Bill Signed into Law," *Parker McCay Blog*, April 25, 2018.
- "New Jersey Employees Gain Right to Own Inventions Despite Agreements with Employers Stating Otherwise," *Parker McCay Blog*, April 18, 2018.
- "Recent Decision: Handbook Disclaimers," *Parker McCay Blog*, April 18, 2018.
- "Private Sector Employers Must Provide Workforce Data to Equal Employment Opportunity Commission by March 31, 2018," *Parker McCay Blog*, February 1, 2018
- "Sexual Harassment Lawsuits: How to Protect Your Company," *Parker McCay Blog*, November 10, 2017
- "Small Employers with Aetna Products Start Planning Now," *Parker McCay Blog*, July 2017
- "New Form I-9 is Now in Effect- What HR and Employers Need to Know," *Parker McCay Blog*, February, 2017
- "Employers Expected to be Familiar With Unpaid Leave of Absences as Reasonable Accommodation Per Recent EEOC Guidelines," *Parker McCay Blog*, October 2016
- "Overtime Rules Go into Effect December 1, 2016- Are Your Employees Classified Correctly?" *Parker McCay Blog*, May, 2016
- "Complying with the Family and Medical Leave Act and the New Jersey Family Leave Act: A Primer," *Parker McCay Blog*, April 2015
- "Important Update about Criminal Background Checks on Prospective Employees," *Parker McCay Blog*, August 2014
- "Protect Your Company from a Ledbetter-Style Equal Pay Claim," *Parker McCay Blog*, March 2014
- "Overtime Implications for Employers Issuing Smartphones," *Parker McCay Blog*, October 2013
- "What Employers Should Know About the FMLA and their Military Employees and Family Members," *Parker McCay Blog*
- "Patient Protection and Affordable Care Act Notices Must Be Issued by October 1, 2013," *Parker McCay Blog*
- "Right to Video Tape Public Meetings," *Parker McCay Blog*
- "The Federal Family and Medical Leave Act - The Military Caregiver Leave," *Parker McCay Blog*
- "Is Your Still Company at Risk of a Ledbetter Style Equal Pay Claim?" *Parker McCay Blog*
- "Overtime Implications for Employers Issuing Smartphones," *Parker McCay Blog*
- "Overtime Implications under the FLSA for Cell Phone and Other Media Usage by your Employees," *Parker McCay Blog*
- "The Fair Labor Standards Act ("FLSA")," *Parker McCay Blog*
- "Notice of Employees' Right to be Free from Gender Based Pay Discrimination in the Workplace," *Parker McCay Blog*
- "The New Jersey Paid Family Leave Law," *Parker McCay Blog*
- *Additional blogs and articles pre 2008 are not included.*

Speaking Engagements:

- *Equal Pay & Paid Sick Leave Laws*, South Jersey Business Institute Gloucester County, July 20, 2018 Chamber of Commerce
- *Hard Decisions, Hot Topics & Your Legal Questions*, NJBIA Seminar, July 11, 2018

- *Avoiding the Lawyers in the Midst of the #MeToo Movement: What All Businesses Need to Know*, Eye Bank Association of America 57th Annual Meeting, June 7, 2018
- *What to Do When a Key Employee Gives Notice*, Tri-State 32nd Annual Conference, May 3, 2018
- *In the Know: Effective Pre-Employee Screening and Post Employment Testing*, NJBIA Webinar, December 6, 2017
- *Spring Cleaning- Getting Your HR Documentation Organized*, CEU Session for HR Professionals, March 30, 2017
- *Your Role in Collective Bargaining*, Workshop for Government Finance Officers Association of NJ, March 2017
- *EEOC Policy Changes: Are You Compliant?* Tri-State HRMA Seminar, November 2016
- *What to Do When a Key Employee Gives Notice*, NJBIA Webinar, September 28, 2016
- *Is Your organization prepared for a DOL Audit?* Leading Age Annual Meeting June 2, 2016
- *When Employees Seek Advice From the Law Firm of Google, Twitter and Facebook*, Chamber of Commerce Southern New Jersey, HR Council, May 10, 2016
- *Internal Investigations: Navigating the Process at All Levels of Your Organization*, 2016 Tri-State HRMA Conference
- *Local Government and Employment Law* Burlington County Bar Association CLE Xtravaganza, 2015

Other Interests: Travel, Hiking, National Parks, Museums and Dogs



DEPARTMENT OF LAW

CITY HALL • 340 NORTH WASHINGTON AVENUE • SCRANTON, PENNSYLVANIA 18503 • PHONE: 570-348-4105 • FAX: 570-348-4263

February 18, 2020

To the Honorable Council
Of the City of Scranton
Municipal Building
Scranton, PA 18503

RECEIVED
FEB 19 2020


OFFICE OF CITY
COUNCIL/CITY CLERK

Dear Honorable Council Members:

ATTACHED IS A RESOLUTION AUTHORIZING APPOINTMENT OF ELIZABETH M. GARCIA, ESQUIRE, 1135 OLIVE STREET, SCRANTON, PENNSYLVANIA, 18510, TO THE CIVIL SERVICE COMMISSION EFFECTIVE FEBRUARY 14, 2020. ATTORNEY GARCIA'S TERM WILL EXPIRE WITH THE TERM OF MAYOR PAIGE G. COGNETTI.

THE ADMINISTRATION HAS VERIFIED THAT THE APPOINTEE HAS NO DELINQUENT CITY TAX OR REFUSE PAYMENTS DUE.

Respectfully,


Jessica L. Eskra, Esquire
City Solicitor

JLE/sl

RESOLUTION NO. _____

2020

APPOINTMENT OF KEVIN MORGAN, 213 NORTH VAN BUREN AVENUE, SCRANTON, PENNSYLVANIA, 18504, TO THE CIVIL SERVICE COMMISSION EFFECTIVE FEBRUARY 14, 2020. MR. MORGAN'S TERM WILL EXPIRE WITH THE TERM OF MAYOR PAIGE G. COGNETTI.

WHEREAS, Paige G. Cagnetti was elected Mayor of the City of Scranton; and

WHEREAS, Mayor Cagnetti took office on January 6, 2020; and

WHEREAS, Mayor Cagnetti desires to appoint Kevin Morgan to the Civil Service Commission. Mr. Morgan's term will expire with the term of Mayor Paige G. Cagnetti; and

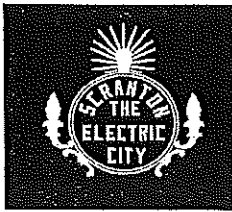
WHEREAS, Kevin Morgan has the requisite, experience, education and training necessary to act as a member of the Civil Service Commission.

NOW, THEREFORE, BE IT RESOLVED that Kevin Morgan, 213 North Van Buren Avenue, Scranton, PA is hereby appointed to the Civil Service Commission. Mr. Morgan's term will expire with the term of Mayor Paige G. Cagnetti.

SECTION 1. If any section, clause, provision or portion of this Resolution shall be held invalid or unconstitutional by any Court of competent jurisdiction, such decision shall not affect any other section, clause, provision or portion of this Resolution so long as it remains legally enforceable minus the invalid portion. The City reserves the right to amend this Resolution or any portion thereof from time to time as it shall deem advisable in the best interests of the promotion of the purposes and intent of this Resolution and the effective administration thereof.

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OFFICE OF THE MAYOR

February 14, 2020

Honorable Council of the City of Scranton
340 N. Washington Avenue
Scranton, Pa. 18503

RE: Civil Service Committee Appointment, **Kevin Morgan**

Dear Council Members:

Please be advised that I am appointing, **Kevin Morgan**, 213 N. Van Buren Ave., Scranton, PA 18504, as a member of the Civil Service Commission for the City of Scranton effective February 14, 2020.

I respectfully request City Council's concurrence in this appointment.

Sincerely,

Paige G. Cagnetti
Mayor, City of Scranton

CC: Patrick Sheridan, Business Administrator
Stephanie Pisko, Chief of Staff
Civil Service Committee
Kevin Morgan

Kevin Francis Morgan

Summary

I possess the ability to fill any role pertaining to sales representative, marketing account executive, sales and marketing manager, or any related leadership fields. I work to continually build high proficiency in nurturing customer relationships, negotiating and sales closing. I am consistently achieving customer retention goals through relationship building and advanced product knowledge.

Highlights

- | | | |
|---|-------------------------------------|------------------------------|
| -Accomplished in relationship selling | -Analytical problem solver | -Team building |
| -Lead development | -Goal-oriented | -Strong sales-closer |
| -Articulate phone manner | -Leadership | -Computer proficient |
| -Multi-task management | -Marketing communication | -Integrated Marketing |
| -Proficient in Salesforce, Seibel, eApp | -Experienced in other CRM platforms | -Skilled in Microsoft Office |

Related Job Experience

Director of Sales - Montage Mountain Resorts

September 2016-Present

- Responsible for setting goals for each arm of MMR business including tickets, sponsorships, and event sales
- Manage a team of 4 Sales Managers to hit daily, weekly, monthly goals
- Responsible for accurate reporting to upper management and maintaining the company CRM
- Current growth of 250% in sales compared to 2015 reporting prior to taking over department

Business Development and Sales - Market Resource Partners

January 2016-July 2016

- Uncover net new clients through cold-calling, following up on marketing leads, and referrals.
- Grow a book of business against a given sales goal
- Manage the relationship between clients and our internal team

Partner Account Manager – Market Resource Partners

June 2015-January 2016

- Create and maintain marketing campaigns for MRP clients
- Review and track campaign deliverables such as lead sheets and information in the CRM system to ensure accuracy
- Manage a team of 20 Account Executives over more than 70 partner marketing campaigns

Lead Navigator (DELL Contractor) – Market Resource Partners

February 2015-June 2015

- Launched a pilot program with DELL to improve sales production
- Working hands-on with both Dell Technical Sales Representatives and Inside Sales Representatives
- Partook in face-to-face meetings with Inside Sales Representatives and quality controlled executive calls

Account Executive – Market Resource Partners

November 2014-February 2015

- Worked to achieve strategic development and tactical implementation of integrated marketing programs for hardware and software service companies by making 150 outbound calls per day
- Navigated past gatekeepers to speak with decision makers and uncover quality needs
- Represented companies such as HP, IBM, DELL, CISCO, and completed Citrix Sales Expert certification

Benefits Manager - American Income Life Insurance

March 2014- November 2014

- Licensed life insurance agent and actively recruited additional benefits managers to company
- Uncovering potential customers based off of current relationships and completed the full sales cycle
- Used multiple sales methods such as Jones effect, feel-felt-found, creating a problem and presenting the solution, assuming the sale, and always having the mindset to close a deal



DEPARTMENT OF LAW

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THE ADMINISTRATION HAS VERIFIED THAT THE APPOINTEE HAS NO DELINQUENT CITY TAX OR REFUSE PAYMENTS DUE.

Respectfully,

Jessica Eskra/sl
Jessica L. Eskra, Esquire
City Solicitor

JLE/sl