



RTK Number: B-1402

due 9/15

# pennsylvania

OFFICE OF OPEN RECORDS

WORCESTER TOWNSHIP, MONTGOMERY COUNTY

## STANDARD RIGHT-TO-KNOW REQUEST FORM

DATE REQUESTED: 9/8/15

REQUEST SUBMITTED BY:  E-MAIL  U.S. MAIL  FAX  IN-PERSON

NAME OF REQUESTOR: jim mollick

REQUESTOR STREET ADDRESS: \_\_\_\_\_

REQUESTOR CITY/STATE/COUNTY (Required): \_\_\_\_\_

REQUESTOR TELEPHONE (Optional): \_\_\_\_\_

REQUESTOR E-MAIL ADDRESS (Optional): \_\_\_\_\_

### RECORDS REQUESTED:

*\*Provide **as much specific detail as possible** so the agency can identify the information.*

see attached

DO YOU WANT COPIES? YES or NO

DO YOU WANT TO INSPECT THE RECORDS? YES or NO

DO YOU WANT CERTIFIED COPIES OF RECORDS? YES or NO

RIGHT TO KNOW OFFICER: TOWNSHIP MANAGER OR ASSISTANT MANAGER

DATE RECEIVED BY THE AGENCY:

AGENCY FIVE (5)-DAY RESPONSE DUE:

*\*\*Public bodies may fill anonymous verbal or written requests. If the requestor wishes to pursue the relief and remedies provided for in this Act, the request must be in writing. (Section 702.) Written requests need not include an explanation why information is sought or the intended use of the information unless otherwise required by law. (Section 703.)*

Erica Lucey

RTK #15-1402

**From:** jim  
**Sent:** Tuesday, September 08, 2015 12:44 PM  
**To:** Erica Lucey  
**Subject:** RTK

due 9/15

Right to Know Officer,

The following is a request for records made pursuant to the Right to Know Law ("RTKL"). Please be advised, the term "record" and "records" as used is defined under the Right to Know Law ("RTKL") as "Information, regardless of physical form or characteristics, that documents a transaction or activity of an agency and that is created, received or retained pursuant to law or in connection with a transaction, business or activity of the agency. The term includes a document, paper, letter, map, book, tape, photograph, film or sound recording, information stored or maintained electronically and a data-processed or image-processed document."

In light of the foregoing, the following records are requested,

1. A copy of any and/or all records of communication, including but not limited to notes, memos, faxes, letters and/or emails between the Law Firm of Manko, Gold, Katcher (the Manko Firm) and the PA DEP (Department of Environmental Protection) regarding the North Penn U.S. Army Reserve Base as repeatedly referenced in Manko's Monthly Legal Invoices beginning in 2/14/12. Please provide the information monthly beginning February 1, 2012 through February 1, 2015.
2. A copy of any and/or all records of communication, including but not limited to notes, memos, faxes, letters and/or emails between the Manko Firm and Worcester Township, the Worcester Township Board of Supervisors collectively and individually, and Township staff including but not limited to the Township Manager pertaining to the North Penn U.S. Army Reserve Base monthly for the years 2012, 2013, 2014 and 2015 to date.
3. A copy of any and/or all records of communication, including but not limited to notes, memos, faxes, letters and/or emails between the Manko Firm and the National Park Service, the Army, and/or the Army Corps of Engineers pertaining to issues regarding the North Penn U.S. Army Reserve Base monthly for the years 2012, 2013, 2014 and 2015 to date.
4. A copy of any and/or all records of communication, including but not limited to notes, memos, faxes, letters and/or emails between the Manko Firm and any and/or all "Consultants" as noted repeatedly in the Manko invoices beginning on 10/10/13. Please use the timeframe as monthly for the years 2012, 2013, 2014 and 2015 to present.
5. A copy of any and/or all records of communication, including but not limited to notes, memos, faxes, letters and/or emails to and/or from and/or between members of the Manko Firm regarding the "chlorotoluene issue" monthly for the years 2012, 2013, 2014 and 2015 to date.
6. A copy of any and/or all records of communication, including but not limited to notes, memos, faxes, letters and/or emails to and/or from Worcester Township, the Worcester Board of Supervisors collectively and/or individually and its Township Manager regarding the "chlorotoluene issue" monthly for the years 2012, 2013, 2014 and 2015 to date.
7. Copies of any and/or all asbestos reports that were sent by the Manko firm to Worcester Township and/or the Worcester Board of Supervisors collectively and/or individually and its Township Manager.
8. A copy of the cost comparison spreadsheet prepared by the Manko firm as noted in the billing invoice dated 11/10/13.
9. A copy of the Questionnaire response as noted in the Manko billing invoice dated 3/4/14.
10. A copy of the following correspondence –
  - a. Correspondence with consultant regarding draft Phase 1 as noted in Manko invoice dated 3/31/14.

- b. Correspondence with Ray Palma regarding Phase I and Phase II as noted in the Manko invoice dated 5/8/14.
  - c. Correspondence between the Manko firm and the Township and consultant as noted in the Manko invoice dated 6/27/14.
  - d. Correspondence with consultant regarding groundwater sampling and Army Corps regarding Phase II status as noted in the Manko invoice dated 7/16/14.
  - e. Correspondence with consultant and client regarding sampling results as listed in the Manko invoice dated 7/23/14.
11. A copy of all "well results" and "figure of private well sampling locations" as referenced in the Manko invoice dated 11/21/14.
  12. Copies of any and/or all records of communication, including but not limited to notes, memos, faxes, letters and/or emails regarding any proposals, requests for proposals, consulting services, correspondence with consultants, Demolition contractors and correspondence with Environmental Standards as outline in the billing invoices of the Manko firm, monthly for the years 2012, 2013, 2014 and 2015 to present relative to the North Penn U.S. Army Reserve Base.
  13. Copies of any and/or all records of communication including but not limited to notes, memos, faxes, letters and/or emails regarding any and/or all contact between the Manko firm and any and/or all demolition contractors, relative to the North Penn U.S. Army Reserve Base, monthly for the years 2012, 2013, 2014 and 2015 to present.
  14. Copies of any and/or all requests for proposals, proposals, and/or bids submitted by any and/or all demolition contractors as outlined in the Manko invoices dated 12/15/14 and 12/18/14, monthly from December 2014 to present.

I would like these in electronic medium.

Thanks

Jim Mollick