

# **BRUCE E. DICE & ASSOCIATES, P.C.**

## **ATTORNEYS AT LAW**

787 Pine Valley Drive, Suite E, Pittsburgh, PA 15239-2842

TEL # 724-733-3080

FAX # 724-327-9659

November 29, 2017

Mr. John Zahorchak  
[zahorchakj@pbsd.k12.pa.us](mailto:zahorchakj@pbsd.k12.pa.us)  
PLUM BOROUGH SCHOOL DISTRICT  
Pittsburgh, PA 15239

Re: PLUM BOROUGH SCHOOL DISTRICT SOLICITORSHIP

Dear Mr. Zahorchak:

It is my understanding that you may be seeking proposals for the Solicitorship of the Plum Borough School District. Bruce E. Dice & Associates, P.C. is pleased and honored to submit this letter of interest in the Solicitor's Position.

Our law firm now has 45 years of experience in School and Municipal Law. We have practiced before the State Ethics Commission, rendered countless opinions on the Sunshine Law and PA School Code. We have negotiated dozens of Public Service Collective Bargaining contracts, both for School Districts and Municipalities for Teachers, Bus Drivers, Custodians, and Cafeteria employees as well as Act 93 employees. Our firm has participated in countless student issues from discipline to expulsions and Special Education matters.

The firm has extensive experience in real estate matters from the advice on the acquisition of a potential school sites to addressing environmental concerns for construction, to participating in the financing of the school project through General Obligation Bonds. The firm has been active in the real estate assessment appeal process for both residential and commercial structures on behalf of School Districts and Municipalities.

BRUCE E. DICE  
[bdice@dicelaw.com](mailto:bdice@dicelaw.com)

ROBERT A. ZUNICH  
[rzunich@dicelaw.com](mailto:rzunich@dicelaw.com)

CRAIG H. ALEXANDER  
[calexander@dicelaw.com](mailto:calexander@dicelaw.com)

PAUL D. ZAVARELLA  
[pzavarella@dicelaw.com](mailto:pzavarella@dicelaw.com)

CHELSEA DICE  
[cdice@dicelaw.com](mailto:cdice@dicelaw.com)

DAYNE F. DICE  
[ddice@dicelaw.com](mailto:ddice@dicelaw.com)

PATRICK S. HEALY, OF COUNSEL  
[patrick.stephen.healy@gmail.com](mailto:patrick.stephen.healy@gmail.com)

While this letter of interest request does not address fees, we thought it would be important to give you a proposal on rates within this letter.

- Monthly retainer of \$500.00 would include the preparation and attendance at the monthly meetings and special meetings. It will also include all telephone calls and personal discussions with Board Members concerning various issues. In essence, there will be no additional charge for these services, as they are included in the monthly retainer.
- Hourly billing rate for all attorneys of \$125.00.

Hourly billing does include all preparation, legal documents, court proceedings before any tribunal, telephone calls, letters, research, meetings and discussions on behalf of the District.

- Hourly billing rate for law clerks and paralegals of \$65.00.
- Any out of pockets costs of filings, postage/courier service, court reporter fees, photocopy charges (\$.10 for black & white and \$.35 for color).
- Any Bond Issue would be charged out at the rate as your appointed Bond Counsel charges.
- My firm is affiliated with Ira Weiss's Office, who has extensive background in Delinquent Tax Collection. He has staff attorneys on board that work exclusive on delinquent tax accounts. So that you are aware, if you are interested in retaining his services on this limited subject, all his fees and costs would be paid for by the Delinquent Taxpayer and not the School District. While you may be required to advance some of those costs, under his system the Delinquent Taxpayer is responsible for both fees and costs.

Plum Borough School District would receive an itemized statement to the tenth of an hour billing, on a monthly basis with a written description of the activity or work performed. The statement will provide you a means of reporting on each subject undertaken by the Solicitor. By way of further response, we will assign a number to each task or subject undertaken. The billing detail will provide you a method of reporting per subject.

Appended to this letter is a current School District, Municipal and Other Public Sector Client Reference List with contact information.

November 29, 2017

The principal attorneys that will be assigned to you would be Bruce E. Dice, Esquire, Chelsea Dice, Esquire, Dayne F. Dice, Esquire and Robert A. Zurich, Esquire.

I want to thank-you for this opportunity to present our qualifications. Should the opportunity arise that the Plum Borough School District would consider appointing Bruce E. Dice & Associates, P.C. we would welcome that opportunity and would be fully committed to the needs of Plum Borough School District with the proven experience that the firm is able to deliver.

If there are any questions or comments, please do not hesitate to contact me directly at the above captioned number, by email below or on my mobile telephone at 412-855-8839.

Very truly yours,



Bruce E. Dice, Esquire

BED/lcp  
Enclosure

# CURRICULUM VITAE

**BRUCE E. DICE AND ASSOCIATES, P.C.**  
**787 Pine Valley Drive, Suite "E", Pittsburgh, PA 15239**  
**(724) 733-3080 FAX (724) 327-9659 EMAIL: bdice@dicelaw.com**

\*\*\*\*\*

Our Firm consists of the following Attorneys:  
(in Seniority Order)

Bruce E. Dice  
Robert A. Zunich  
Craig H. Alexander  
Paul D. Zavarella  
Chelsea Dice  
Dayne F. Dice

## ATTORNEY BACKGROUND:

### BRUCE E. DICE

#### Education:

1971: Graduate .. University of Toledo School of Law,  
J.D., (Law Review)

1968: Bowling Green State University, B.A.

#### Experience:

1975-Present: Private Practice ... President of:  
Bruce E. Dice and Associates P.C.  
(A Professional Corporation)

1972-1975: Assistant District Attorney  
Under the Direction of Robert W. Dugan,  
John J. Hickton and Robert Colville

## **BRUCE E. DICE / CONTINUED**

### **Municipal Solicitorships:**

- Allegheny County Southeast Region Tax Collection Committee (TCC)- Consists of 44 Municipalities and 11 School Districts concerning Earned Income Tax
- Brackenridge Borough
- Convention Visitors Bureau of Greater Monroeville
- East Deer Township
- Gateway School District
- Hanover Township Zoning Hearing Board (Beaver County)
- Municipal Authority of the Borough of Kittanning (Armstrong County)
- Monroeville Zoning Hearing Board
- \*Monroeville Municipal Authority
- New Eagle Borough Sewer Authority (Washington County)
- North Huntingdon Township (Westmoreland County)
- North Irwin Borough
- Penn Hills Personnel Board
- Municipality of Penn Hills
- Penn Hills School District
- Plum Borough
- Plum Borough Municipal Authority
- Springdale Borough
- Trafford Borough (Westmoreland County)
- Verona Borough
- Wilkesburg-Penn Joint Water Authority

### **Associations:**

Allegheny County Municipal and School Solicitors  
Allegheny County Bar Association  
Pennsylvania Bar Association  
Pennsylvania School Board Solicitors Association  
Academy of Trial Lawyers

### **Legal Experience:**

- Primary responsibilities in the areas of school law, municipal law, employment law, zoning and land use litigation.
- Jury and non-jury trials in federal and state courts, primarily in the areas of employment law and the defense of federal civil rights claims against municipal governments.
- Successfully tried over fifty labor arbitration cases and represented public employers in binding interest arbitration governing wages and conditions of employment for police, teachers, janitors and non-uniform employees.
- Appeals before Commonwealth Court, Superior Court, Pennsylvania Supreme Court, United States Court of Appeals for the Third Circuit and the United States Supreme court.

- Labor counsel and chief labor negotiator for business corporations, school districts, municipalities and municipal authorities in Western Pennsylvania.
- Allegheny County Court of Common Pleas Rules Committee concerning Rules governing appeals by Municipalities, Authorities and School Districts.
- Course Planner – Intermunicipal Agreements, Pennsylvania Bar Institute.

### **CRAIG H. ALEXANDER**

#### **Education:**

1991: Graduate.....Ohio Northern University College of Law  
J.D. with Distinction (Law Review)

1988: The Ohio State University, Bachelor of Arts  
Member...Phi Gamma Delta

#### **Experience:**

1991 - Present: Private Practice with Bruce E. Dice and Associates, P.C. with an emphasis on school law, municipal law and labor law.

1990 - 1991: Reese and Grzybowski, Lima, Ohio

01/06/1990: Ann E. Jacobs, Esquire, Lima, Ohio

#### **Associations:**

Currently an appointed Board Member of the Pennsylvania Housing Finance Agency in Harrisburg.

**ROBERT A. ZUNICH**

**Education:**

- 1973: Graduate.....Duquesne University Law School  
Pittsburgh, Pennsylvania
- 1969: A.B., Government .. Franklin and Marshall College,  
Lancaster, Pennsylvania

**Experience:**

- 1982 - Present: Private Practice with Bruce E. Dice and Associates, P.C.
- 1982 - Present: Mental Health Review Officer...Orphans Court  
Division, Court of Common Pleas, Allegheny County,  
Pennsylvania
- 1973 - 1982: Assistant District Attorney, Office of the  
District Attorney, Allegheny County, Pennsylvania.  
Specializing in Post Conviction and Forensic Issues

- Associations:** Allegheny County Bar Association

**PAUL D. ZAVARELLA**

**Education:**

- June 1981: Graduate.....Duquesne University Law School, J.D.  
Admitted to Pennsylvania Supreme Court 1982
- April 1978: University of Dayton  
Degree in Political Science, Minor in Communications  
and Philosophy

**Experience:**

- 1992 - Present: Private Practice with Bruce E. Dice and Associates, P.C.
- 1988 - 1992: District Judge, Borough of Plum
- 1986 - 1992: Fingeret, Pollock, Cohen & Zavarella

## **CHELSEA DICE**

### **Education:**

June, 2002                      Graduate.....Duquesne University School of Law  
Pittsburgh, Pennsylvania

May, 1997:                      Dickinson College, Carlisle, Pennsylvania,  
B.S., Biology

### **Experience:**

8/2002 - Present:              Private Practice with Bruce E. Dice and Associates, P.C.  
(Specializing in research for Court of Common Pleas, U.S. Federal District  
Court and Appellate Courts on various issues concerning School &  
Municipal Law, including Special Education)

3/2003 – 9/2007              Law Clerk - Court of Common Pleas, Allegheny County, Pennsylvania,  
Family Division, Juvenile Section, The Honorable Christine A. Ward

Spring, 2002                      Intern - United States District Court, Western District of Pennsylvania,  
The Honorable Donald E. Ziegler

Summer, 2001 Law Clerk - Jones, Gregg, Creehan & Gerace, Pittsburgh, PA

Summer, 2000 Law Clerk - Allegheny County District Attorney's Office, Pittsburgh, PA

Summer, 1995                      Law Clerk - Lawrence Demase, Esquire of Reed, Smith, Shaw & McClay,  
Pittsburgh, PA

**Associations:**              Pennsylvania Bar Association  
Western Pennsylvania Trial Lawyers Association

## **DAYNE F. DICE**

### **Education:**

May, 2014                      Graduate.....University of Pittsburgh School of Law  
Pittsburgh, Pennsylvania

### **Experience:**

11/2014 – Present              Private Practice with Bruce E. Dice and Associates, P.C.

**Associations:**              American Bar Association  
Western Pennsylvania Trial Lawyers Association



## **MUNICIPAL CLIENT REFERENCE LIST:**

### **GATEWAY SCHOOL DISTRICT**

9000 Gateway Campus Blvd.

Monroeville, Pennsylvania 15146

Contact: MR. SCOTT WILLIAMS, BOARD PRESIDENT.....412-736-2291

### **PENN HILLS SCHOOL DISTRICT**

309 Collins Drive

Pittsburgh, Pennsylvania 15235

Contact: ERIN VECCHIO, BOARD PRESIDENT..... 412-977-8139

### **ALLEGHENY COUNTY SOUTHEAST TAX COLLECTION COMMITTEE – TCC**

12245 Frankstown Road

Pittsburgh, Pennsylvania 15235

Contact: GREGORY EROSENKO.....412-818-1584

### **BOROUGH OF BRACKENRIDGE**

1000 Brackenridge Avenue

Brackenridge, Pennsylvania 15014

Contact: TIMOTHY CONNELLY, PRESIDENT.....724-400-6785

### **CONVENTION VISITORS BUREAU OF GREATER MONROEVILLE**

2700 Monroeville Blvd.

Monroeville, Pennsylvania 15146

Contact: SEAN LOGAN, CHAIRMAN .....412-856-7422

### **TOWNSHIP OF EAST DEER**

927 Freeport Road

Creighton, Pennsylvania 15030

Contact: ANTHONY A. TALIANI, JR., PRESIDENT .....724-224-3434

### **MUNICIPAL AUTHORITY OF THE BOROUGH OF KITTANNING**

3000 South McKean Street

Kittanning, Pennsylvania 16201

Contact: JEAN CHEMELLI, SEC./TREASURER.....724-548-1304

### **MONROEVILLE ZONING HEARING BOARD**

2700 Monroeville Blvd.

Monroeville, Pennsylvania 15146

Contact: JAMES ROSIPAL.....412-855-6944

### **MONROEVILLE MUNICIPAL AUTHORITY**

4185 Old William Penn Highway

Monroeville, Pennsylvania 15146

Contact: JAMES HUNTER, GENERAL MANAGER.....412-372-9155

**NEW EAGLE BOROUGH MUNICIPAL SEWER AUTHORITY**

157 S. Main Street  
New Eagle, Pennsylvania 15067-1145  
Contact: PAUL PRO, CHAIRPERSON .....724-258-6379

**NORTH HUNTINGDON TOWNSHIP**

11279 Center Highway  
North Huntingdon, Pennsylvania 15642  
Contact: JOHN SHEPHERD, MANAGER.....724-863-3806 EXT. 125

**MUNICIPALITY OF PENN HILLS**

12245 Frankstown Road  
Pittsburgh, Pennsylvania 15235  
Contact: MOE RAYAN, MUNICIPAL MANAGER.....412-595-3500

**PENN HILLS PERSONNEL BOARD**

12245 Frankstown Road  
Pittsburgh, Pennsylvania 15235  
Contact: MOE RAYAN, MUNICIPAL MANAGER.....412-595-3500

**BOROUGH OF PLUM**

4575 New Texas Road  
Pittsburgh, Pennsylvania 15239  
Contact: MICHAEL DOYLE, COUNCIL PRESIDENT.....412-526-6254

**PLUM BOROUGH MUNICIPAL AUTHORITY**

4555 New Texas Road  
Pittsburgh, Pennsylvania 15239  
Contact: HOWARD THEIS, MANAGER.....412-798-0950

**BOROUGH OF SPRINGDALE**

325 School Street  
Springdale, Pennsylvania 15144  
Contact: JAMES ZURISKO, PRESIDENT .....724-640-2754

**TRAFFORD BOROUGH**

P.O. Box 196  
Trafford, Pennsylvania 15085  
Contact: KRIS CARDIFF, PRESIDENT OF COUNCIL.....412-758-1933

**BOROUGH OF VERONA**

736 East Railroad Avenue  
Verona, Pennsylvania 15147  
Contact: MARK STANTON, MANAGER .....412-828-8080

**THE WILKINSBURG-PENN JOINT WATER AUTHORITY**

2200 Robinson Blvd.  
Pittsburgh, Pennsylvania 15221  
Contact: NICK BIANCHI, EXECUTIVE DIRECTOR .....412-243-6234