



CITY OF ALLENTOWN

No. 102

**RESOLUTION**

**R - 2022**

*Introduced by the Administration on July 20, 2022*

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**R102**

**Authorization for Contract with P. Joseph Lehman, Inc. in the amount of \$357,881.00 to Consultant shall provide professional consulting services relative to the Bogert's Covered Bridge Rehabilitation Project. This was competitively bid, two proposals were received, one was rejected.**

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***Resolved by the Council of the City of Allentown, That***

**WHEREAS**, Article 130.16 of the City's Administrative Code requires City Council approval by Resolution for the award of contracts or engagement of professional services.

**WHEREAS**, it is the desire of the City of Allentown to enter into an agreement with the aforementioned Contractor, for the use and purpose indicated in supporting the Recommendation of Award of Bid:

1. Name of Contractor/Consultant: P. Joseph Lehman, Inc.
2. Project or Contract Reference: RFP No. 2022-18- Bogert's Covered Bridge Rehabilitation Project
3. Description of Service(s): The City seeks to contract with a qualified Consultant to provide professional consulting, engineering design, construction documents, construction management and construction inspection services for the Bogert's Covered Bridge Rehabilitation project. In addition, the Contractor shall provide construction cost estimates that will prepare the City of Allentown to bid out the Bogert's Covered Bridge Rehabilitation project for construction.

**NOW, THEREFORE, BE IT RESOLVED** , on this the 20<sup>th</sup> day of July, 2022, that the Council of the City of Allentown, hereby authorizes the Mayor and/or such other City officials as deemed appropriate by the City Solicitor, to sign and execute a Contract or Amendment and such other agreements and documents as are deemed by the City Solicitor to be necessary and/or related thereto, with the above named contractor/consultant, for the project identified.

**SUBJECT:** Request for Contract Award and Approval by City Council Pursuant to City Ordinance, Article 130.16

Project or Contract Reference: RFP 2022-18- BOGERT'S COVERED BRIDGE REHABILITATION PROJECT

**TO:** City Council, City Clerk, and Council Solicitor

**FROM:** Karen El-Chaar, Department Head

**DATE:** June 8, 2022

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Pursuant to City Ordinances, Article 130.16, this Recommendation of Award is before City Council for its approval and award of the contract.

- Check Type of Contract or Change:

X            The contract is for over \$40,000 and required to be competitively bid under the City Code. We have advertised the above referenced project and received qualified bids/proposals.

The engagement of professional services. We have received and reviewed a proposal or proposals for professional services in connection with above referenced project or requirement for professional services.

- The contract appropriation or price increase **is** included in this year's budget
- List the Vendor's name, address and proposed sum, of any and all **alternate** quotes/received, if any.

n/a

- List the name and address of the **recommended** Contractor/Vendor, include the following:

P. Joseph Lehman, Inc. 117 Olde Farm Office Road, Suite 113, Ducansville, PA 16635

Contract Consideration: \$357,881.00

Funding Source:            001-08-2207-2001-46-\$300,000.00  
   001-08-2207-2160-46- \$57,881.00

- Description of project or scope of services to be provided:

On April 29, 2022, the City advertised a solicitation in which it seeks to contract with a qualified Consultant to provide design and construction documents for the Bogert's Covered Bridge Rehabilitation Project. In addition, the Consultant shall provide construction cost estimates that will prepare the City of Allentown to

bid out the Bogert's Covered Bridge Rehabilitation project for construction. On May 11, 2022, the City held a mandatory pre-proposal meeting. Only Vendors that attended this meeting would be able to submit proposals, any other proposals received by Vendors who did not attend the meeting would be rejected. On May 27, 2022, the City held the public opening for which two (2) proposals were received however one (1) was rejected because the Vendor did not attend the Pre-Proposal meeting. The technical evaluation was held on June 1, 2022. All committee members were present. The Proposal was scored based on the RFP requirements, Ability to Meet RFP Requirements (20 Points), Prior Experience/Team Member Qualifications (40 Points). Cost proposal was opened on June 1, 2022. Proposal was distributed to all committee members via Teams for evaluation after the completion of the technical evaluation. The cost evaluation committee meeting occurred on June 8, 2022, 9:00 AM. All committee members were present. The committee members discussed the Cost Proposal (40 Points). The evaluation committee has decided to not hold oral interviews for this project. They have decided based on the Technical and Cost Proposal scores. The evaluation committee completed both technical and cost evaluations on the proposal. The committee decided to award based on the firm's qualifications and overall score. The committee is recommending award to P. Joseph Lehman, Inc.

- Contract Term:

The Contract term shall commence upon full execution and shall cease one (1) year thereafter.

- List any renewal term options and duration of each renewal, if any:

Upon mutual written agreement, this contract may be extended for up to an additional four (4) one (1) year terms beyond the contract expiration period

- Maximum dollar value of all renewals provided for beyond the original term as if all renewals were exercised:

n/a

A vote of final approval is requested of the members of Council and by passing the accompanying resolution, this Contract will be deemed approved and awarded.

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By: Karen El-Chaar, Department Head

Copies To: Mayor  
Director of Finance  
Purchasing  
Controller

Attachment: proposed resolution