



CITY OF ALLENTOWN

No. 99

RESOLUTION

R - 2022

Introduced by the Administration on July 20, 2022

Authorization for Contract with LWC Services, Inc for an annual estimated budgeted sum of \$13,892.00 per contract year for Windows and Glass Cleaning services. This was competitively bid and only one (1) bid was received.

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: LWC Services, Inc
2. Project or Contract Reference: Bid No. 2022-26- Window and Glass Cleaning
3. Description of Service(s): City advertised a solicitation in which it seeks to secure the services of a qualified Contractor to furnish all labor, equipment, and materials to provide window and glass cleaning services for the City of Allentown's building facilities in accordance with the Bid specifications.

NOW, THEREFORE, BE IT RESOLVED , on this the 20th 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: BID No. 2022-26-Windows and Glass Cleaning

TO: City Council, City Clerk, and Council Solicitor

FROM: Mark Shahda, Department Head

DATE: July 20, 2022

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.

None received

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

LWC Services, Inc., PO Box 1091, Willow Grove, PA, 19090

Contract Consideration: an annual estimated budgeted sum of \$13,892.00 per contract year
Funding Source: 000-03-0707-0001-46

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

On May 24, 2022, the City advertised a solicitation in which it seeks to secure the services of a qualified Contractor to furnish all labor, equipment, and materials to provide window and glass cleaning services for the City of Allentown's building facilities in accordance with the Bid specifications. On June 27, 2022 the City held a public opening, only one (1) bid was received. Upon review of the sole bid it was determined to recommend award to LWC Services, Inc.

- Contract Term:

The Contract term shall commence upon full execution and shall cease three (3) years thereafter.

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

Upon written notification, this contract can be extended for up to an additional two (2) 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:

This is based upon an annual estimated budgeted sum of \$13,892.00, per contract year.

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.

By: Mark Shahda, Department Head

Copies To: Mayor
Director of Finance
Purchasing
Controller

Attachment: proposed resolution