



CITY OF ALLENTOWN

No. 76

**RESOLUTION**

**R - 2022**

*Introduced by the Administration on May 18, 2022*

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**Authorization for Contract price increase of 10% or more for an existing Contract over \$40,000.00, that was previously Bid and Awarded under City Policies, with Potocnie Enterprise, Inc., d/b/a Overhead Door Company of Allentown for the estimated amount of \$15,000.00 that was previously bid for the Contractor to provide on-call, on site replacement, repair, inspection, and maintenance services at the various City owned and/or operated facilities. This agreement includes all labor, equipment, licensing, materials, tools travel and all other items necessary to complete orders on an “as needed” basis. Services include but are not limited to emergency repairs, preventative maintenance, general repairs and repairs to springs and tracts as well as door replacements when necessary. This resolution is also to correct Resolution No. 30240 that was approved by Council on July 21, 2021, the annual estimated budgeted contract sum should be for \$50,000.00, there should not be a not to exceed sum.**

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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 increase the contractual sum of the previously awarded agreement with the following named contractor/consultant, for the use and purpose indicated in supporting the Recommendation of Award or Contract dated August 20, 2021:

1. Name of Contractor/Consultant: Potocnie Enterprise, Inc., d/b/a Overhead Door Company of Allentown
2. Project or Contract Reference: C47-00016-BID No. 2021-16-Overhead Doors Replacement, Repair and Maintenance
3. Description of Service(s) to be provided: the Contractor provides on-call, on-site overhead door replacement, repair, inspection and maintenance, at various City owned and/or operated facilities. The resulting agreement shall include all labor, equipment, licensing, materials, tools, travel and all other items necessary to complete orders on an “as needed” basis. Services will include but not limited to emergency repairs, preventative maintenance, general repairs, and repairs to springs and tracks, as well as door replacements when necessary.

**NOW, THEREFORE, BE IT RESOLVED**, on this the 18<sup>th</sup> day of May, 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 Approval by City Council of Contract Price Increase Pursuant to City Ordinance, Article 130.16

Project or Contract Reference: C47-000016- Bid No. 2021-16- Overhead Doors Replacement, Repair and Maintenance

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

**FROM:** Mark Shahda, Department Head

**DATE:** May 3, 2022

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

- This recommendation is for a contract consideration increase of 10% or more for an existing contractual sum. Said contract was previously bid and awarded under city policies.
- The contract appropriation or price increase is included in this year's budget
- List the name and address of the recommended Contractor/Vendor, include the following:

Potocnie Enterprise, Inc., d/b/a Overhead Door Company of Allentown,

Contract Consideration:	\$ 50,000.00
Requested Increase:	<u>\$ 15,000.00</u>
New Contract	\$ 65,000.00

Funding Source: 000-03-0707-0001-46

- Description of project or scope of services to be provided and why is an increase needed:

On July 21, 2022, Council approved the award of this Contract to Potocnie Enterprise, Inc., d/b/a Overhead Door Company of Allentown, Resolution Number 30240, for the amount of \$49,005.00, per contract year, not to exceed the estimated budgeted sum of \$50,000.00 per contract year to hire a Contractor to provide on-call, on-site overhead door replacement, repair, inspection and maintenance, at various City owned and/or operated facilities. The resulting agreement shall include all labor, equipment, licensing, materials, tools, travel and all other items necessary to complete orders on an "as needed" basis. Services will include but not limited to emergency repairs, preventative maintenance, general repairs, and repairs to springs and tracks, as well as door replacements when necessary. At this time, due to an increase with repairs with the various overhead doors throughout the City an estimated contract sum increase of \$15,000.00 is needed.

In addition, the City seeks to also utilize this resolution as a corrective resolution of Resolution Number 30240, in that, the annual estimated budgeted sum should be \$50,000.00 and there should not be a “not to exceed” sum. The City shall pay the Contractor the sums set forth in the Proposal Page

- List the current Contract Term and if an increase is needed:

The Current contract term shall expire on August 19, 2022.

- 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 three (3) one (1) year terms beyond the contract expiration period as negotiated and agreed upon, each year, between the City and the Contractor.

- 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.

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By: Mark Shahda, Department Head

Copies To: Mayor  
Director of Finance  
Purchasing  
Controller

Attachment: proposed resolution