



CITY OF ALLENTOWN

No. _____

RESOLUTION

R3 - 2023

Introduced by the Administration on January 4, 2023

Authorizes Engagement of Professional Services with Pennoni Associates, Inc. for \$6,000.00 for Lead Hazard Reduction Program contractors and local trades people with PADOLI/EPA approved lead paint hazard training. This is an informal quote and is below purchasing requirements, therefore only two (2) quotes were necessary.

On or about March 18, 2022, the City sought to obtain quotes from qualified contractors in order to provide Lead Paint Training Courses for the City staff and Contractors. The first quote the City received was from Pennoni that includes 15 trainees. On or about March 22, 2022, the City received the second quote from Criterion Laboratories, Inc that includes 10 trainees. After review of both quotes the City decided to proceed with Pennoni as being the lowest quote for the number of trainees. Only two (2) quotes were required for this informal quote. This contract term shall commence upon the issuance of the PO.

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: Pennoni Associates, Inc.
2. Project or Contract Reference: Lead Paint Training Course
3. Description of Service(s): Lead Paint Training Course for City staff and Contractors.

NOW, THEREFORE, BE IT RESOLVED , on this the 4th day of January, 2023, 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: Lead Paint Training

TO: City Council, City Clerk, and Council Solicitor

FROM: Vicky Kistler, Department Head

DATE: December 23, 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:

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.

X 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.

Professional Training Associates, Inc. 46 South Linden Street, Suite c, Duquesne, PA 15110 - \$6,000.00

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

Pennoni Associates, Inc., 1337 Veterans Memorial Drive, Jessup, PA 18434

Contract Consideration: \$6,000.00

Funding Source: 000-09-0908-0017-46

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

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decided to proceed with Pennoni as being the lowest quote for the number of trainees. Only two (2) quotes were required for this informal quote.

Contract Term:

This contract term shall commence upon the issuance of the PO.

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

n/a

- 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.

By: Vicky Kistler, Department Head

Copies To: Mayor
Director of Finance
Purchasing
Controller

Attachment: proposed resolution