



CITY OF ALLENTOWN

No. _____

RESOLUTION

R110 - 2025

Introduced by the Administration on August 20, 2025

Authorization for a change order/amendment to add an additional maximum amount of \$100,000.00 annually and provide for an additional one (1) one-year renewal term with Pinebrook Family Answers, Inc. to provide professional services, Mental Health Liaison Program. The original contract was for a maximum amount of \$100,000.00 annually, the addition would bring the contract to a new total of a maximum amount of \$200,000.00 annually. This is due to the City receiving grant funds for a two-year period.

Resolved by the Council of the City of Allentown, That

WHEREAS, Article 130.16 of the City's Administrative Code (recodified as §5-21) 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 September 14, 2023:

1. Name of Contractor/Consultant: Pinebrook Family Answers, Inc.
2. Project or Contract Reference: Munis Contract 175
3. Description of Service(s): The primary responsibility of the MHLP is to work closely with the Allentown Police Department (APD) to assess individuals with mental illness who encounter the police, to refer individuals to the appropriate services, reduce recidivism, and to promote the Recovery Model. The MHLP program is an APD funded program adding this position that is grant funded provides the APD with support in their work with individuals with mental illness and/or substance abuse problems.

NOW, THEREFORE, BE IT RESOLVED, on this the 20th day of August, 2025, 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: Contract 175 (MUNIS); previously known as contract C19-000104 (EDEN)

TO: City Council, City Clerk, and Council Solicitor

FROM: Charles Roca, Department Head

DATE: August 14, 2025

Pursuant to City Ordinances, Article 130.16, this Recommendation of Award is before City Council for it's 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:

Pinebrook Family Answers, Inc.: 402 North Fulton Street, Allentown, PA 18102

Contract Consideration:	\$300,000.00
Requested Increase:	<u>\$300,000.00</u>
New Contract	\$600,000.00

Funding Source: 000-04-0802-0021-46

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

On September 14, 2023, both parties mutually agreed and entered into an agreement that Pinebrook Family Answers, Inc. is to provide professional services, Mental Health Liaison. The primary responsibility of the MHLF is to work closely with the Allentown Police Department (APD) to assess individuals with mental illness who encounter the police, to refer individuals to the appropriate services, reduce recidivism, and to promote the Recovery Model. The MHLF program is an APD funded program. At this time, the department is requesting to increase the contract fund by \$100,000.00 annually, due to the City receiving grant monies to add an additional position.

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

Term commenced on September 14, 2023, and ceased one (1) year thereafter on September 13, 2024. One (1) of the two (2) renewals was utilized, extending the contract until September 13, 2025. At this time the City is choosing to exercise the last one (1) year renewal, extending the contract until September 13, 2026. Additionally, the City will need to include one (1) more renewal term due to receiving grant funding for two (2) years.

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

Upon mutual agreement, the current contract may be extended for up to an additional two (2) one (1) year renewals beyond the contract expiration period.

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

\$600,000.00 if all renewals were exercised.

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

By: Charles Roca, Department Head

Copies To: Mayor
Director of Finance
Purchasing
Controller

Attachment: proposed resolution