



CITY OF ALLENTOWN

No. 15

**RESOLUTION**

**R - 2018**

***Introduced by the Administration on February 20, 2018***

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**Authorization for Engagement of Professional Services with Puertorican Culture Preservation Organization in the amount of \$5,000.00 for Coordination and hiring of entertainment for Noches de Ritmo event series.**

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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/engage the services of the following named contractor/consultant, for the use and purpose indicated in supporting the Recommendation of Award of Bid or Contract dated February 1, 2018:

1. Name of Contractor/Consultant: Puertorican Culture Preservation Organization
2. Project or Contract Reference: C28-000025
3. Description of Service(s) to be provided: Coordination and hiring of entertainment for Noches de Ritmo event series

**NOW, THEREFORE, BE IT RESOLVED** 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.



**CITY OF ALLENTOWN**  
**Request for Approval**

**SUBJECT:** Request for Approval by City Council of Contract Award, Service, or Contract Price Increase Pursuant to City Ordinance, Article 130.16

Project or Contract Reference: C20-0000025

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

**FROM:** Lindsay L. Taylor, Department Head

**DATE:** February 1, 2018

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On behalf of the Administration, pursuant to City Ordinances, Article 130.16, I request City Council's approval of the following recommendation of the referenced contract award or price increase.

- 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. We recommend award of the contract to the bidder/proposer identified and for the reasons stated below.

The recommendation is for a price increase of 10% or more for an existing contract over \$40,000 that was previously bid and awarded under city policies.

- 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. We recommend award of the engagement.

- Is the contract appropriation or price increase included in this year's budget? x yes      no

- Identify contract funding sources (general fund, grants, loans, etc. & account number):

General Fund- 000-08-0905-0002-46

- The name and address of the recommended Contractor/Vendor/Professional Service Provider/Lowest Responsible Bidder is:

Puertorrican Culture Preservation Organization, P.O. Box 4343, Allentown, PA 18101

- Term of contract or estimated completion date, subject to standard extensions:

April 1, 2018 – September 1, 2018

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

Coordination of entertainment for Noches de Ritmo program series

- State the actual or estimated price to the City or the proposed Department budget allowance for the initial term; and state payment rate per unit of service if applicable:

\$5,000.00

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

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

- Reasons for recommendation of Administration and Council approval of contract:

Expanded musical opportunities from varied cultural groups in Allentown area; PRCP currently coordinates three other well-run and well-attended events serving the Latino population in Allentown.

- Time Frame

ASAP

Please approve this recommendation by passing the accompanying resolution. A vote of final approval is requested at the first City Council agenda listing of this matter.

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By: Lindsay L. Taylor, Department Head

Copies To: Mayor  
Director of Finance  
Purchasing  
Controller

Attachment: proposed resolution