



CITY OF ALLENTOWN

No. _____

RESOLUTION

R83 - 2025

Introduced by the Administration on July 23, 2025

Authorization for Contract with Simone Collins Landscape Architecture in the amount of \$159,950.00 to provide detailed consulting and engineering services for design, construction documents and specifications, and construction cost estimates for the construction of the Franklin Park Improvements Project. Five (5) proposals were received; contract shall be for one (1) year with five (5) additional one (1) year renewals beyond the contract expiration 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 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: Simone Collins Landscape Architecture
2. Project or Contract Reference: RFP 2025-10 Franklin Park Design
3. Description of Service(s): To provide detailed consulting and engineering services for design, construction documents and specifications, and construction cost estimates for the construction of the Franklin Park Improvements Project.

NOW, THEREFORE, BE IT RESOLVED , on this the 23rd day of July, 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 Contract Award and Approval by City Council Pursuant to City Ordinance, Article 130.16

Project or Contract Reference: RFP 2025-10 Franklin Park Design

TO: City Council, City Clerk, and Council Solicitor

FROM: Mandy Tolino, Department Head

DATE: July 7, 2025

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:

Awarded contracts over \$40,000.00 done through cooperative purchasing.

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.

Johnson, Mirmiran & Thompson, Inc. (JMT): 7248 Tilghman Street, Suite 100, Allentown, PA 18106- \$193,205.00

Keystone Consulting Engineers, Inc.: 5012 Medical Center Circle, Suite 1, Allentown, PA 18106- \$246,377.00

Pennoni Associates Inc.: 81 Highland Avenue, Suite 230, Bethlehem, PA 18017- \$95,172.00

SALT Design Studio: 161 Leverington Avenue. Suite 1005, Philadelphia, PA 19127- \$221,775.00

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

Simone Collins Inc. Landscape Architecture: 119 E. Lafayette Street, Norristown, PA 19401

Contract Consideration: \$159,950.00

Funding Source: 700-01-7012-0308-76

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

On May 1, 2025, The City advertised a solicitation for qualified vendors to provide detailed consulting and engineering services for design, construction documents and specifications, and construction cost estimates for the construction of the Franklin Park Improvements Project. On May 29, 2025, a public opening was held for which five (5) proposals were received. The proposals were distributed to all committee members via Teams for evaluation. The Technical Evaluation was held on June 5, 2025, all committee members were present. The proposals were scored based on the following: IBE Preference (10 Points), Ability to Meet RFP Requirements (40 Points), and Prior Experience/Team Member Qualifications (20 Points). The Cost Proposals were opened on June 5, 2025, and distributed to all committee members via Teams for evaluation after the Technical evaluation. The Cost Evaluation was held on June 12, 2025, all committee members were present. The committee discussed and scored the Cost Proposals (40 Points). The committee decided not to hold oral presentations. The committee is recommending award to Simone Collins Landscape Architecture.

- Contract Term:

The Contract Term shall commence upon full execution and shall cease one (1) year thereafter.

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

Upon written agreement from the City, this contract may be extended to an additional five (5) one-year terms beyond the contract expiration period at the same annual terms as the initial term.

- 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: Mandy Tolino, Department Head

Copies To: Mayor
Director of Finance
Purchasing
Controller

Attachment: proposed resolution