



CITY OF ALLENTOWN

No. _____

RESOLUTION

R161 - 2024

Introduced by the Administration on October 2, 2024

Authorization for Contract price increase of 10% or more of an existing Contract over \$40,000.00, that was previously Bid and Awarded under the City Policies, with Keystone Consulting, Inc in the amount of \$200,000.00 for support over the next two (2) years to assist the City with additional workload and to expedite the engineering, traffic engineering, planning, and zoning review and subdivision, land development, and zoning applications. This will be used on an as needed basis and only if the City is unable to hire a City Engineer.

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 July 7th, 2024:

1. Name of Contractor/Consultant: Keystone Consulting Engineers, Inc.
2. Project or Contract Reference: C25-000219 Planning and Engineering Consultant
3. Description of Service(s): Assist the City with additional workload and to expedite the engineering, traffic engineering, planning, and zoning review and subdivision, land development, and zoning applications.

NOW, THEREFORE, BE IT RESOLVED, on this the 2nd day of October, 2024, 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: C25-000219 Planning and Engineering Consultant

TO: City Council, City Clerk, and Council Solicitor

FROM: Vicky Kistler and Mark Shahda, Department Head(s)

DATE: September 20, 2024

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:

Keystone Consulting Engineers, Inc.: 2870 Emrick Boulevard, Bethlehem, PA 18020

Contract Consideration:	\$175,000.00
Requested Increase:	<u>\$200,000.00</u>
New Contract Total:	\$375,000.00

Funding Source: 000-03-0807-0001-46

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

At this time, the Public Works department is requesting an additional \$200,000.00 for the next two year to support the contract. This will be used on an as needed basis and only if the City is unable to hire a City Engineer. This contract is to assist the City with additional workload and to expedite the engineering, traffic engineering, planning, and zoning review and subdivision, land development, and zoning applications.

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

The contract became fully executed on July 7, 2023 and shall cease two (2) years after one July 6, 2025.

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

Upon written agreement, this contract may be extended for up to an additional three (3) one (1) year terms beyond the contract expiration period.

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

Estimated \$700,000.00 if all renewal options are utilized.

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: Vicky Kistler and Mark Shahda, Department Head(s)

Copies To: Mayor
Director of Finance
Purchasing
Controller

Attachment: proposed resolution