



CITY OF ALLENTOWN

No. 199

RESOLUTION

R - 2021

Introduced by the Administration on December 1, 2021

Authorization for Contract with Lehigh Valley Municipal Services, LLC., for an estimated budgeted sum of \$100,000.00 to provide inspection services and plan review assistance pursuant to the PA Uniform Construction Code (Act 45), on an as needed basis; competitively bid, one submission.

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: Lehigh Valley Municipal Services, LLC.
2. Project or Contract Reference: BID No. 2021-17- EMERGENCY INSPECTIONS AND PLAN REVIEW ASSISTANCE
3. Description of Service(s): a firm that provides inspection services and plan review assistance pursuant to the PA Uniform Construction Code (Act 45) and the City of Allentown Ordinances

NOW, THEREFORE, BE IT RESOLVED, on this the 1st day of December of 2021, 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 and Recommendation of Award

SUBJECT: Request for Contract Award and Approval by City Council Pursuant to City Ordinance, Article 130.16

Project or Contract Reference: BID No. 2021-17- EMERGENCY INSPECTIONS AND PLAN REVIEW ASSISTANCE

TO: City Council, City Clerk, and Council Solicitor

FROM: Leonard Lightner, Department Head

DATE: November 15, 2021

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:

X 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.

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.

n/a we only received one (1) submission

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

Lehigh Valley Municipal Services, LLC. 1 W. Broad Street, 11th Floor, Bethlehem, PA 18018

Contract Consideration: The estimated budgeted sum for contract term is \$100,000.00, on an as needed basis, for the unit prices as set forth in the proposal submitted by the Contractor.

Funding Source: 000-09-0903-0001-46

000-09-0903-0001-04

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

On September 15, 2021, the City advertised a solicitation in order to obtain proposals and enter into a Contract with a firm that provides inspection services and plan review assistance pursuant to the PA Uniform Construction Code (Act 45) and the City of Allentown Ordinances. On October 14, 2021, the City held the public opening for which it received one (1) proposal. After review, it was decided to recommend award to the sole bidder.

- Contract Term:

The Contract shall be effective for one (1) year from the date of execution.

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

Upon mutual written consent, the contract may be extended for two (2) additional one (1) year terms.

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

The estimated budgeted sum for each renewal year is \$100,000.00, on an as needed basis, for the unit prices as set forth in the proposal submitted by the Contractor.

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: Leonard Lightner, Department Head

Copies To: Mayor
Director of Finance
Purchasing
Controller

Attachment: proposed resolution