CITY OF ALLENTOWN

No.___20___   *RESOLUTION*   *R - 2018*

Introduced by the Administration on <u>February 20, 2018</u>

Authorization for Engagement of Professional Services with <u>Progressive K-9 Academy LLC</u> in the amount of <u>$5,000.00</u> for 2018 K-9 maintenance training for 5 K-9 dogs.

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 January 16, 2018:

1. Name of Contractor/Consultant: Progressive K-9 Academy, LLC
2. Project or Contract Reference: K-9 Training
3. Description of Service(s) to be provided: 2018 K-9 maintenance training for 5 K-9 dogs

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: Progressive K-9 Academy, LLC

TO: City Council, City Clerk, and Council Solicitor

FROM: <u>Glen Dorney</u>, Department Head

DATE: January 16. 2018

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 Funds – 000-04-0802-0001-46

- The name and address of the recommended Contractor/Vendor/Professional Service Provider/Lowest Responsible Bidder is:
  Progressive K-9 Academy LLC
  4414 Cedar Drive

Walnutport, PA 18088

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

  The contract shall cease on December 31, 2018

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

  2018 K-9 maintenance training for 5 K-9 dogs

- 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:

  N/A

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

  N/A

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

  Annual Police K-9 maintenance training

- 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.

By: <u>Glen Dorney</u>, Department Head

Copies To: Mayor
              Director of Finance
              Purchasing
              Controller

Attachment: proposed resolution