



CITY OF ALLENTOWN

No. 125

RESOLUTION

R - 2017

*Introduced by the Administration on June 21, 2017*

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**Authorization for Engagement of Professional Services with VectorUSA in the amount of \$2,250 for 15 hours of professional services to configure 25 new WiFi access points and add security profiles with the existing ClearPass system – one bid**

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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 May 22, 2017:

1. Name of Contractor/Consultant: VectorUSA
2. Project or Contract Reference: Aruba WiFi Configuration Assistance
3. Description of Service(s) to be provided: 15 hours of professional services to configure 25 new WiFi access points and add security profiles with the existing ClearPass system.

**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: Aruba WiFi Configuration Assistance

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

**FROM:** Jason Schafer, Department Head

**DATE:** May 20, 2017

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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 Funds: 000-07-0604-0001-46

- The number of any alternate quotes/bids and the names of the alternate bidders, if any.

- The name and address of the recommended Contractor/Vendor/Professional Service Provider/Lowest Responsible Bidder is:  
VectorUSA, 1866 Colonial Village Lane, Lancaster, PA 17601
- Term of contract or estimated completion date, subject to standard extensions:  
15 Hour to be completed as soon as equipment arrives and is ready for install.
- Description of project or scope of services to be provided:  
15 hours of professional services to configure 25 new WiFi access points and add security profiles with the existing ClearPass system.
- 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:  
\$2,250.00
- Number of renewal term options and duration of each renewal, if any:  
0
- 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:  
The city has invested in 25 new wireless access point to replace our current out of life inventory. This professional service is factory authorized assistance to help configure them to our network and add their security profiles to our existing ClearPass security.
- 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: Jason Schafer, Department Head

Copies To: Mayor

Director of Finance  
Purchasing  
Controller

Attachment: proposed resolution