



CITY OF ALLENTOWN

No. \_\_\_\_\_

**RESOLUTION**

**R102 - 2025**

***Introduced by the Administration on August 6, 2025***

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**Authorization for a change order in the amount of \$243,300.00 with Maher Duessel to perform financial and compliance audits for the City. The original contract was for \$255,400.00, the addition would bring the contract to a new total of \$498,700.00.**

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***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 June 10, 2022:

1. Name of Contractor/Consultant: Maher Duessel
2. Project or Contract Reference: Contract 130 - 2022-2024 City Audit
3. Description of Service(s): To obtain the services of an independent Certified Public Accountant, with licenses in Pennsylvania, to perform financial and compliance audits.

**NOW, THEREFORE, BE IT RESOLVED**, on this the 6<sup>th</sup> day of August, 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 Approval by City Council of Contract Price Increase Pursuant to City Ordinance, Article 130.16

Project or Contract Reference: Contract 130 - 2022-2024 City Audit

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

**FROM:** City Clerk, Department Head

**DATE:** July 25, 2025

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Pursuant to City Ordinances, Article 130.16, this Recommendation of Award is before City Council for its 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:

**Mahe Duessel.:** 1800 Linglestown Road, Suite 306, Harrisburg, PA 17110

Contract Consideration:	\$255,400.00
Requested Increase:	<u>\$243,300.00</u>
New Contract	<u>\$498,700.00</u>

Funding Source: 000-01-0101-0001-50046

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

On June 10, 2022, both parties mutually agreed and entered into an agreement that the contractor shall conduct an audit for the City, that shall include an examination of the financial statement of all accounts and funds including the General Fund, Liquid Fuels Fund, Community Development Block Grant Fund, Revolving Loan Fund, Debt Service Fund, Capital Projects Fund, Equipment Fund, Trexler Fund, Internal Service (Risk) Fund, Earned Income Tax Escrow Fund, Tax Collection Fund, Payroll Withholding Fund, Grant Fund, Officers and Employees Pension Fund, Firemen's Pension Fund, Police Pension Fund, General Long-Term Debt Account Group, Municipal Golf Course Fund, 911 Fund, and the Solid Waste Fund. The examination shall be made in accordance with generally accepted auditing standards, promulgated by the American Institute of Certified Public Accountants. At this time, the department is requesting to increase the contract in the amount of \$243,300.00. This is due to additional services which can be either non-recurring matters or changes to the scope of recurring services that were done in the previous audits, during the initial term of the contract. Also, due to wanting to utilize renewals on the contract, which pricing was not included in the cost proposal, and the funds are now increasing due to the renewal that has already taken place and expected renewal(s).

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

Term commenced on June 10, 2022, and ceased on June 9, 2025. One (1) of three (3) additional renewals were utilized, extending the contract until June 9, 2026

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

Upon mutual agreement, this contract may be extended for up to an additional two (2) one (1) year renewals beyond the contract expiration period.

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

Contract totaling 498,700.00 - \$28,000 needs to be added for budget year 2025, and adding \$105,000 for 2026 and \$110,300 for 2027.

A vote of final approval is requested of the members of Council and by passing the accompanying resolution, this Contract will be deemed approved.

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By: City Clerk, Department Head

Copies To: Mayor  
Director of Finance  
Purchasing  
Controller

Attachment: proposed resolution