



CITY OF ALLENTOWN

No. _____

RESOLUTION

R167 - 2025

Introduced by the Administration on November 19, 2025

Authorization for Contract with Innocorp Ltd. in the amount of \$46,060.00 for the one-time purchase, training, installation and warranty of an Impaired Driving Simulator and enclosed trailer which will be used by the Allentown Police Department. One (1) bid was received, contract shall commence upon issuance of a Purchase Order and shall cease upon delivery.

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 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: Innocorp Ltd.
2. Project or Contract Reference: 2025-42
3. Description of Service(s): The one-time purchase, training, installation and warranty of an Impaired Driving Simulator and enclosed trailer which will be used by the Allentown Police Department.

NOW, THEREFORE, BE IT RESOLVED, on this the 19th day of November, 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 Contract Award and Approval by City Council Pursuant to City Ordinance, Article 130.16

Project or Contract Reference: Bid No. 2025-42 – Impaired Driving Equipment Simulator

TO: City Council, City Clerk, and Council Solicitor

FROM: Charles Roca, Department Head

DATE: November 7, 2025

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:

Awarded contracts over \$40,000.00 done through cooperative purchasing.

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

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

Innocorp Ltd.: PO Box 930064 Verona, WI 53593

Contract Consideration: \$46,060.00

Funding Source: 000-04-0802-0021-50072

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

On September 30, 2025, the City advertised for sealed bids for the one-time purchase, training, installation and warranty of an Impaired Driving Simulator and enclosed trailer which will be used by the Allentown Police Department. On October 28, 2025, a public opening was held, for which one (1) bid was received. Upon review of the bid, it was determined to award to the sole bidder Innocorp Ltd.

- Contract Term:

The Contract term shall commence upon issuance of a Purchase Order and shall cease upon delivery.

- List any 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

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: Charles Roca, Department Head

Copies To: Mayor
Director of Finance
Purchasing
Controller

Attachment: proposed resolution