



CITY OF ALLENTOWN

No. _____

RESOLUTION

R88 - 2023

Introduced by the Administration on May 17, 2023

Authorization for Contract with AW Trucking School, LLC as the primary and IEC US Holdings, Inc. (d/b/a) Sage Truck Driving Schools) as secondary in the estimated sum of \$90,000.00 per contract year to provide CDL Training for Class A Commercial Driver's License as required for some City of Allentown work activities. The contractor must be able to provide this training to selected employees and provide all needed assistance in obtaining a CDL; , multiple quotes, the contract is for three (3) years; and can be extended for up to an additional two (2) one (1) year terms beyond the contract expiration period at the City's sole and absolute discretion.

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: AW Trucking School, LLC and IEC US Holdings, Inc. (d/b/a Sage Truck Driving Schools)
2. Project or Contract Reference: RFP No. 2023-10 CDL Training Services
3. Description of Service(s): The CONTRACTOR shall provide CDL Training for Class A Commercial Driver's License is required for some City of Allentown work activities. The contractor must be able to provide this training to selected employees and provide all needed assistance in obtaining a CDL. The curriculum provides students with training to inspect and operate tractor-trailers and to assume driver responsibilities on the road and at pickup/delivery points. Emphasis is placed on vehicle inspections, defensive driving, range maneuvers, motor carrier safety regulations and a certificate for entry level drivers, trip planning, cargo handlings, size/weight laws, general maintenance procedures, hours of service, and accident prevention.

NOW, THEREFORE, BE IT RESOLVED , on this the 17th day of May, 2023, 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: RFP No. 2023-10 CDL Training Services

TO: City Council, City Clerk, and Council Solicitor

FROM: Mayor Tuerk, Department Head

DATE: May 1, 2023

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:

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.

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.

- 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.

Rock Gate Capital, LLC (d/b/a 160 Driving Academy): 500 Davis Street, Suite 502, Evanston, IL 60201 - \$5,580.00 per student

Vasyl Kushnir (d/b/a Start CDL, Inc.): 2605 US 30, Cinnaminson, NJ 08077 - \$4,800.00 per student

STVT-AAI Education, Inc. (d/b/a Ancora Corporate Training ("ACT")) 2241 South Watson Road, Suite 181, Arlington, TX 76010 – **Option 1.** (Allentown provides all equipment and practice range space) \$14,000.00 per student **Option 2.** (Ancore provides all equipment and Allentown provides range space) \$18,000.00 per student **Option 3.** (Ancore provides all equipment and range space) \$20,000.00 per student

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

AW Trucking School, LLC: 673 Buckingham Drive, Northampton, PA 18067 - \$5,000.00 per student

IEC US Holdings, Inc. (d/b/a Sage Truck Driving Schools): 4242 Carlisle Pike, Suite 177, Camp Hill, PA 17011 - \$5,437.00 per student

Contract Consideration: Yearly estimated sum of \$90,000.00

Funding Source: 000-06-0603-0001-34

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

On March 3, 2023, the City advertised a solicitation to establish one or more contracts with qualified vendors to fulfill the City's need in training City employees in the safe operation of commercial

vehicles. The City is soliciting proposals to facilitate obtaining a CDL “Commercial Driver’s License” in compliance with Federal and Pennsylvania legal requirements and City policies for CDL Class A. For some departments, possessing a valid CDL is a requirement for being considered for employment. On April 3, 2023, the public opening was held for which the City received five (5) proposals and were distributed to all committee members via Teams for evaluation. The technical evaluation was held on April 17, 2023, via Teams. All committee members were present in person and via Teams. The Proposals were scored based on the RFP requirements, IBE Preference (10 Points), Qualifications/Experience of Firm (30 Points), Proposed Project Approach (40 Points), List of All Equipment and Vehicles Provided (5 Points), Reporting Criteria (5 Points). Cost proposals were opened on April 17, 2023. Proposals were distributed to all committee members via Teams for evaluation after the completion of the technical evaluation. The cost evaluation committee meeting occurred on April 21, 2023. All scoring committee members were present in person and via Teams. The committee members discussed the Cost proposal (15 Points). The committee members discussed the cost proposals. After discussion the committee members scored the Proposals based on Cost (15 Points). The Committee made the recommendation to not proceed with Oral interviews/presentations as they felt confident in deciding with the information provided in the Technical and Cost Proposals. The committee decided to award to the two highest scoring firms based on the final scores from the Technical and Cost Proposals. The committee is recommending to award to AW Trucking as primary and Sage as secondary.

- Contract Term:

The Contract term shall commence upon full execution and shall cease three (3) years thereafter.

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

Upon written notification, this contract can be extended for up to an additional two (2) one (1) year terms beyond the contract expiration period at the City’s sole and absolute discretion.

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

Estimated \$450,000.00, if all renewals are utilized.

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: Mayor Tuerk, Department Head

Copies To: Mayor
Director of Finance
Purchasing
Controller

Attachment: proposed resolution