



CITY OF ALLENTOWN

No. _____

RESOLUTION

R101 - 2026

Introduced by the Administration on August 19, 2026

Authorization for a contract increase in the amount of \$41,397.14; for a contract with The F.A. Bartlett Tree Expert Company to perform street tree planting, tree removal, and replacement planting services within the public right-of-way along Ridge Ave and 2nd Street. The contract sum before the change order was \$105,710.00, the addition would bring the contract to a new total of \$147,107.14.

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 August 20, 2025:

1. Name of Contractor/Consultant: The F.A. Bartlett Tree Expert Company
2. Project or Contract Reference: Contract No.608 Contractual Tree Work 2nd Street and Ridge Ave
3. Description of Service(s): To perform street tree planting, tree removal, and replacement planting services within the public right-of-way along Ridge Ave and 2nd Street.

NOW, THEREFORE, BE IT RESOLVED, on this the 19th day of August, 2026, 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 No.608 Contractual Tree Work 2nd Street and Ridge Ave

TO: City Council, City Clerk, and Council Solicitor

FROM: Mandy Tolino, Department Head

DATE: August 10, 2026

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:

The F.A. Bartlett Tree Expert Company: 4583 Shimerville Road, Emmaus, PA 18049

Contract Consideration: \$105,710.00

Funding Source: 001-08-2226-1124-50046

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

On November 25, 2025, both parties mutually agreed and entered into an agreement that the contractor is to perform street tree planting, tree removal, and replacement planting services within the public right-of-way along Ridge Ave and 2nd Street. At this time, the department is requesting to increase the contract fund by \$41,397.14. Due to the additional tree removal, stump grinding, and landscaping needed, additional funds are needed to cover these expenses. Also, more time will be needed to complete the work due to the revisions to the scope of work.

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

Term commenced on November 25, 2025, and ceases one (1) year thereafter on November 25, 2026. No renewals have been utilized.

- 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:

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.

By: Mandy Tolino, Department Head

Copies To: Mayor
Director of Finance
Purchasing
Controller

Attachment: Proposed Resolution