



CITY OF ALLENTOWN

No. 75

RESOLUTION

R - 2022

Introduced by the Administration on May 18, 2022

Authorization for Contract with Kleinfelder, Inc. for the annual estimated budgeted sum of \$35,000.00 per contract year, to provide on-call independent consulting engineer. This was competitively bid, only one (1) proposal was received.

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 with the aforementioned Contractor, for the use and purpose indicated in supporting the Recommendation of Award of Bid:

1. Name of Contractor/Consultant: Kleinfelder, Inc.
2. Project or Contract Reference: RFP No. 2022-14 Engineering Consultant
3. Description of Service(s): The City seeks to secure the services of an on-call independent consulting engineer, licensed in the state of Pennsylvania. The consulting engineer will develop, evaluate and represent the City's position in Act 537 strategic planning for system-wide solutions. In addition to the obligations related to the Plan, the Respondent's acquired knowledge base and technical expertise are intended to support the NPDES permit application process. The Respondent may provide similar services for the City and perform other tasks as directed.

NOW, THEREFORE, BE IT RESOLVED , on this the 18th day of May, 2022, 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. 2022-14- Engineering Consultant

TO: City Council, City Clerk, and Council Solicitor

FROM: Mark Shahda, Department Head

DATE: May 3, 2022

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:

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.

No other Vendor's submitted proposals

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

Kleinfelder, Inc., 150 College Road West, Suite 100, Princeton, NJ 08540

Contract Consideration: An estimated budgeted sum of \$35,000.00 per contract year

Funding Source: 000-03-0701-0002-46- \$10,000.00

 001-03-1914-2040-46- \$25,000.00

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

On March 22, 2022, the City advertised a solicitation in order to secure the services of an on-call independent consulting engineer, licensed in the state of Pennsylvania. The consulting engineer will develop, evaluate, and represent the City's position in Act 537 strategic planning for system-wide solutions. In addition to the obligations related to the Plan, the Respondent's acquired knowledge base

and technical expertise are intended to support the NPDES permit application process. The Respondent may provide similar services for the City and perform other tasks as directed. On April 19, 2022, the City held the public opening, one (1) proposal was received. On April 25, 2022, the technical evaluation was held, all committee members were present. The Proposal was scored based on the RFP requirements, Qualifications of Submitting Firm (15 Points), Proposal Format (15 Points), Firms Experience and References (25 Points), Dedicated Principal and Team Qualifications (20 Points). Cost proposal was opened on April 25, 2022. Proposal was distributed to all committee members via Teams for evaluation after the completion of the technical evaluation. The cost evaluation committee meeting occurred on April 26, 2022, 2:00 PM. All committee members were present. The committee members discussed the Cost proposal (25 Points). After discussion the committee members scored the Proposals based on Cost (25 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 is recommending award to the sole proposer, Kleinfelder, Inc.

- Contract Term:

The Contract term shall commence upon full execution and shall cease five (5) years thereafter.

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

Upon written agreement, this contract may be extended for up to an additional one (1) year 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 and awarded.

By: Mark Shahda, Department Head

Copies To: Mayor
Director of Finance
Purchasing
Controller

Attachment: proposed resolution