



CITY OF ALLENTOWN

No. _____

RESOLUTION

R183 - 2025

Introduced by the Administration on December 3, 2025

Authorization for Contract with Traffic Planning And Design, Inc. in the amount of \$187,114.83 to provide supplementary construction inspection staff of one (1) Full-Time Transportation Construction Inspector (TCI)/Transportation Construction Manager (TCM) OR one (1) Part-Time TCI Inspector and one (1) Part-Time TCM Consultant with all certifications required for construction management, inspection, and documentation services on a PennDOT roadway. Two (2) proposals were received. Contract shall cease December 31, 2026, and may be extended for up to an additional twelve (12) months beyond the contract expiration period.

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: Traffic Planning And Design, Inc.
2. Project or Contract Reference: RFP No. 2025-46 7th St. & Hamilton St. Realignment Project: Inspection and Management Services
3. Description of Service(s): To provide supplementary construction inspection staff of one (1) Full-Time Transportation Construction Inspector (TCI) / Transportation Construction Manager (TCM) OR one (1) Part-Time TCI Inspector and one (1) Part-Time TCM Consultant with all certifications required for construction management, inspection, and documentation services on a PennDOT roadway. The project consists of improvements at the following locations: (1) Improvements of the intersection of 7th St and Linden St which include curb, sidewalk, ADA Ramp, paving, pavement markings, traffic lighting, and signage. (2) Improvements of the intersection of 7th St and Hamilton St which include curb, sidewalk, ADA Ramp, Paving, pavement markings, pedestrian lighting and traffic lighting, and signage.

NOW, THEREFORE, BE IT RESOLVED, on this the 3rd day of December, 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: RFP No. 2025-46 7th St. & Hamilton St.
Realignment Project: Inspection and Management Services

TO: City Council, City Clerk, and Council Solicitor

FROM: Mark Shahda, Department Head

DATE: November 19, 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.

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.

Pennoni Associates Inc.: 1900 Market Street, Philadelphia, PA 19103 - \$241,568.11

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

Traffic Planning and Design, Inc.: 1720 Spillman Drive, Suite 260, Bethlehem, PA 18015 -

Contract Consideration: \$187,114.83

Funding Source: 001-03-2040-1225-50046

001-03-2040-1411-50046

001-03-2040-1412-50046

001-03-2040-1415-50046

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

On October 6, 2025, the City advertised a solicitation for a qualified engineering firm to provide supplementary construction inspection staff of one (1) Full-Time Transportation

Construction Inspector (TCI) / Transportation Construction Manager (TCM) OR one (1) Part-Time TCI Inspector and one (1) Part-Time TCM Consultant with all certifications required for construction management, inspection, and documentation services on a PennDOT roadway. The project consists of improvements at the following locations: (1) Improvements of the intersection of 7th St and Linden St which include curb, sidewalk, ADA Ramp, paving, pavement markings, traffic lighting, and signage. (2) Improvements of the intersection of 7th St and Hamilton St which include curb, sidewalk, ADA Ramp, Paving, pavement markings, pedestrian lighting and traffic lighting, and signage. On November 3, 2025, a public opening was held, for which two (2) proposals were received. The proposals were distributed to all committee members via Teams for evaluation. The Technical evaluation was held on November 12, 2025, all committee members were present. The proposals were scored based on the following: IBE Preference (10 Points), Ability to Meet RFP Requirements (40 Points), Firm's Experience (20 Points), and References (10 Points). The Cost Proposals were opened on November 3, 2025, and distributed to all committee members via Teams for evaluation after the Technical evaluation. The Cost evaluation was held on November 19, 2025, all committee members were present. The committee discussed the Cost proposal (30 Points). The committee decided not to hold oral interviews for this project. They have decided based on the Technical and Cost Proposal scores. The committee is recommending award to Traffic Panning and Design, Inc.

- Contract Term:

The Contract term shall commence upon full execution and shall cease December 31, 2026.

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

Upon written agreement from the City, this contract may be extended for up to an additional twelve (12) months beyond the contract expiration period at the same annual terms of the initial term.

- 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