



CITY OF ALLENTOWN

No. \_\_\_\_\_

**RESOLUTION**

**R49 - 2026**

***Introduced by the Administration on April 1, 2026***

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**Authorization for Contract with GIS, LLC in the amount of \$82,400.00 to plan and design a new irrigation system for the Allentown Municipal Golf Course. Four (4) proposals were received; one (1) was rejected, contract shall be for two (2) years with three (3) additional one (1) year renewals beyond the contract expiration period.**

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***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: GIS, LLC
2. Project or Contract Reference: RFP 2025-88 Golf Course Irrigation Design
3. Description of Service(s): To plan and design a new irrigation system for the Allentown Municipal Golf Course including, but not limited to the following:
  - a. Develop an irrigation system design that optimizes water efficiency while meeting agronomic needs
  - b. Incorporate modern irrigation technologies such as central control systems, efficient sprinkler layout, water saving features, labor saving features, and anything else that benefits the course
  - c. Ensure compliance with applicable codes, environmental regulations, and best golf course maintenance practices
  - d. Provide clear construction documentation to facilitate accurate installation and cost control including the possibility of having to install in phases

**NOW, THEREFORE, BE IT RESOLVED** , on this the 1<sup>st</sup> day of April, 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 Contract Award and Approval by City Council Pursuant to City Ordinance, Article 130.16

Project or Contract Reference: RFP 2025-88 Golf Course Irrigation Design

**TO:** City Council, City Clerk, and Council Solicitor

**FROM:** Mandy Tolino, Department Head

**DATE:** March 23, 2026

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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.

**HORT Solutions LLC**, PO Box 42, Stockton, NJ 08559- \$36,700.00

**Irrigation Consulting, Inc.**, 20 Merrit Parkway, Floor 2, Nashua, NH 03062- \$52,260.00

**Hydro Designs, Inc.**, PO Box 1862, Frederick, MD 21702- Rejected, no cost proposal submitted

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

**GIS, LLC**, 517 August Street, Easton, MD 21601

Contract Consideration: \$82,400.00

Funding Source: 091-08-9001-0073-50046

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

On December 22, 2025, the City advertised a solicitation to select a qualified irrigation design consultant to plan, design, and provide technical assistance for a complete irrigation system at the Allentown Municipal Golf Course. The project will take the existing irrigation system and reimagine the system to ensure efficient water use, environmental sustainability, and reliable performance that supports high-quality turf and golfing conditions. On January 27, 2026, a public opening was held for which four (4) proposals were received, one (1) was rejected. The Technical Proposals were distributed to all committee members via Teams for evaluation. The Technical Evaluation meeting was held on February 10, 2026, all committee members were present. The proposals were scored based on the following: IBE Preference

(10 Points), Ability to Meet RFP Requirements (25 Points), Prior Experience/Team Member Qualifications (35 Points). The Cost Proposals were opened on February 10, 2026, and distributed to all committee members via Teams for evaluation after the Technical Evaluation. The Cost Evaluation meeting was held on February 26, 2026, all committee members were present. The committee discussed the Cost Proposals (40 Points). The committee decided to move forward with Oral Presentations with the three firms, GIS, LLC, HORT Solutions, LLC, and Irrigation Consulting, Inc. The Oral Presentations were held on March 18, 2026, all committee members were present. The committee discussed the Oral Presentations (15 Points). The committee is recommending award to GIS, LLC.

- Contract Term:

The Contract Term shall commence upon full execution and shall cease two (2) years thereafter.

- 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 three (3) one (1) year terms 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.

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By: Mandy Tolino, Department Head

Copies To: Mayor  
Director of Finance  
Purchasing  
Controller

Attachment: proposed resolution