



CITY OF ALLENTOWN

No. _____

RESOLUTION

R72 - 2023

Introduced by the Administration on April 19, 2023

Authorization for Contract price increase of 10% or more for an existing Contract over \$40,000.00, that was previously Bid and Awarded under City Policies, with Edwards Business Systems in the amount of \$5,200.00 that was previously bid for Maintenance services for the City printers.

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 April 1, 2018:

1. Name of Contractor/Consultant: Edwards Business Systems
2. Project or Contract Reference: C22-000015
3. Description of Service(s) to be provided: Maintenance services for the City printers

NOW, THEREFORE, BE IT RESOLVED, on this the 19th day of April, 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 Approval by City Council of Contract Price Increase Pursuant to City Ordinance, Article 130.16

Project or Contract Reference: C22-000015 RFQ 2017-23

TO: City Council, City Clerk, and Council Solicitor

FROM: Gerry Anthony, Department Head

DATE: April 10, 2023

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:

Contract Sum:	\$191,149.53
Requested Increase:	<u>\$ 5,200.00</u>
New Contract	\$196,349.53

Funding Source: The funds come from various 26 accounts because each bureau pays for its on printing services.

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

This contract was entered into on April 1, 2018, for the purchase of various printers and the maintenance agreement. The initial term of the agreement for 36 months and then thereafter has an annual automatic renewal for the maintenance. The charges associated with the maintenance agreement are based on usage and therefore the sum before council is an estimated sum.

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

The Original Contract term expired on March 31, 2022.

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

The Agreement and will automatically renew for consecutive periods of one year unless either party notifies the other of cancellation, in writing.

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

10% increase shall be applied for each renewal year.

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: Gerry Anthony, Department Head

Copies To: Mayor
Director of Finance
Purchasing
Controller

Attachment: proposed resolution