



CITY OF ALLENTOWN

No. _____

RESOLUTION

R75 - 2024

Introduced by the Administration on May 1, 2024

Authorization for Contract with AG Stellar Co. Inc. (d/b/a Stellar Construction Co.) revenue generating contract for the sum of \$25,000.00 per contract year. It is the intent of this invitation to secure a qualified Contractor to perform emergency board up services for commercial and residential properties in and for the City of Allentown.

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: AG Stellar Construction Co. Inc.
2. Project or Contract Reference: Bid No. 2024-17 Emergency Board Contractor Rebid
3. Description of Service(s): To perform emergency board up services for commercial and residential properties in and for the City of Allentown.

NOW, THEREFORE, BE IT RESOLVED, on this the 1st day of May, 2024, 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. 2024-02 Design Consultant for the D&L Trail

TO: City Council, City Clerk, and Council Solicitor

FROM: Vicky Kistler, Department Head

DATE: April 19, 2024

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.

N/A

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

AG Stellar Construction Co. Inc.: Rt 309 & Low Hill Road (P.O. Box 52), Schnecksville, PA 18078

Contract Consideration: \$75,000.00 – for the contract term, this is a revenue generating contract.
\$25,000.00 per contract year.
Funding Source: 000-6170

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

On March 15, 2024, the City advertised a solicitation for a Contractor to perform emergency board up services for commercial and residential properties in and for the City of Allentown. On April 15, 2024, there was a public opening held, which one (1) proposal was received. This is a receivable contract. It was recommended to award the contract to the sole bidder, AG Stellar Construction Co. Inc. (d/b/a Stellar Construction Co.)

- Contract Term:

The contract term shall commence upon full execution and shall cease three (3) year thereafter.

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

Upon written notification, this contract can be extended for two (2) additional one (1) year terms beyond the contract expiration period.

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

\$125,000.00 total receivables, if all renewals are exercised.

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: Vicky Kistler, Department Head

Copies To: Mayor
Director of Finance
Purchasing
Controller

Attachment: proposed resolution