



# CITY OF ALLENTOWN

No. 138

## RESOLUTION

R - 2022

*Introduced by the Administration on September 21, 2022*

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Authorization for Contract with McMahon Associates, Inc. in the amount of \$128,000 for consulting work related to Traffic Signal and Systems design, Roadway design, PennDOT permitting process and inspection. The project is part of a PennDOT Multimodal Transportation Fund (MTF) grant and must follow specific selection criteria different from our own. We must first chose a firm based on their qualifications, and only after we have chosen a firm, can we request pricing. This was competitively bid, five (5) proposals were received.

By passing the resolution, Council notes proper procedures were followed based on the resolution, as follows: The City advertised the Solicitation on May 6, 2022, seeking to contract a highly qualified engineering consulting firm, which is familiar with Traffic Signal and Systems design, Roadway design, PennDOT permitting process and inspection. This project is part of a PennDOT Multimodal Transportation Fund (MTF) grant. On June 6, 2022, the public opening was held for which the City received five (5) proposals. The technical evaluation was held on June 29, 2022. All committee members were present. The Proposal was scored based on the RFP requirements, Presentation, Ability to Meet RFP Requirements and Project (20 Points), Prior Experience and Coordination (25 Points), Bid Documents and Construction Inspection (25 Points), Sub-Contractor and Minority Contractor (10 Points), Local Staffing and Supports (10 Points), Project References (10 Points). McMahon Associates and SAI Consulting Engineers tied in scoring. After the technical evaluation took place, one of the scoring members, Irene Woodward, left the City. Because she would not be involved with any of the evaluations to follow, we had to remove her scores. Although the tie from the original scoring was broken without Irene's scores, we felt it to be in good faith to hold oral interviews with the two highest scoring firms, McMahon Associates, Inc. and SAI Consulting Engineers, Inc. The oral interview meetings occurred in person on August 10, 2022. McMahon Associates presented at 2:00 PM, and SAI Consulting Engineers presented at 3:00 PM. All committee members were present. The committee members discussed the oral interviews (15 Points) and scored them accordingly. The Committee made the recommendation to request pricing from the highest scoring firm, McMahon Associates. The Cost proposal was opened on August 18, 2022. The Proposal was distributed to all committee members via Teams for evaluation after the completion of the technical evaluation and oral presentations. The cost evaluation committee meeting occurred on August 31, 2022, 11:30 AM. All committee members were present. The committee members discussed the Cost Proposal and mentioned the prices seem to be around what was anticipated. After discussion, the Committee made the recommendation to award to the highest scored firm based on the final scores from the Technical Proposals and Oral Interviews. Since this is a PennDOT MTF grant project and we had to follow PennDOT's rules and regulations, we first chose a firm based on their qualifications, and only after we chose a firm based on qualifications, did we request pricing. The committee is recommending award to McMahon Associates, Inc.

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***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: McMahon Associates, Inc.
2. Project or Contract Reference: RFP No. 2022-16 Municipal Traffic Engineer for 15th Street Traffic Signal Improvement Extension Project
3. Description of Service(s): The City of Allentown seeks to contract a highly qualified engineering consulting firm, which is familiar with Traffic Signal and Systems design, Roadway design, PennDOT permitting process and inspection. This project is part of a PennDOT Multimodal Transportation Fund (MTF) grant.

**NOW, THEREFORE, BE IT RESOLVED** , on this the 21<sup>st</sup> day of September, 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. 2022-16 Municipal Traffic Engineer for 15th Street Traffic Signal Improvement Extension Project

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

**FROM:** Mark Shahda, Department Head

**DATE:** September 6, 2022

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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:

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.

Barry Isett & Associates, Inc., 85 PA-100, Allentown, PA 18106

Colliers Engineering & Design, Inc., 941 Marcon Blvd #801, Allentown, PA 18109

SAI Consulting Engineers, Inc., 2 Lemoyne Dr., Suite 101, Lemoyne, PA 17043

Wallace, Montgomery & Associates, LLP, 4999 Louise Dr., Suite 104, Mechanicsburg, PA 17055

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

McMahon Associates, Inc., 425 Commerce Dr., Suite 200, Fort Washington PA 19034

Contract Consideration: \$128,000

Funding Source: 001-03-1912-2001-46

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

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- Contract Term:

The Contract term shall commence upon full signature of the negotiated cost contract and shall cease two (2) 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 three (3) months 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.

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By: Mark Shahda, Department Head

Copies To: Mayor  
Director of Finance  
Purchasing  
Controller

Attachment: proposed resolution