



**CITY OF ALLENTOWN**  
**Request for Approval**

**SUBJECT:** Request for Approval by City Council of Contract Award, Service, or Contract Price Increase Pursuant to City Ordinance, Article 130.16

Project or Contract Reference: 17<sup>th</sup> Street Traffic Signal Upgrade and Pedestrian Safety Enhancement Project

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

**FROM:** Craig w. Messinger, Department Head

**DATE:** 9/29/17

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On behalf of the Administration, pursuant to City Ordinances, Article 130.16, I request City Council's approval of the following recommendation of the referenced contract award or price increase.

- Check Type of Contract or Change:

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. We recommend award of the contract to the bidder/proposer identified and for the reasons stated below.

The recommendation is for a price increase of 10% or more for an existing contract over \$40,000 that was previously bid and awarded under city policies.

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. We recommend award of the engagement.

- Is the contract appropriation or price increase included in this year's budget? X yes  
no
- Identify contract funding sources (general fund, grants, loans, etc. & account number):  
  
000-03-0807-0001-46
- The number of any alternate quotes/bids and the names of the alternate bidders, if any. Yes.  
SAI Consulting Engineers, Inc. 20 Erford Road, Suite 110, Lemoyne, PA 17043
- The name and address of the recommended Contractor/Vendor/Professional Service Provider/Lowest Responsible Bidder is:

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

- Term of contract or estimated completion date, subject to standard extensions:

1 year

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

Prepare Green Light Go (GLG) Grant application submission for the intersections along 17<sup>th</sup> Street at Chew Street, Turner Street and Linden Street Which includes concepts plan, cost estimates and associated documents for the submission. .

- State the actual or estimated price to the City or the proposed Department budget allowance for the initial term; and state payment rate per unit of service if applicable:

\$3800

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

None

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

N/A

- Reasons for recommendation of Administration and Council approval of contract:

This project will improve the traffic signal operation and pedestrian safety.

- Time Frame

ASAP

Please approve this recommendation by passing the accompanying resolution. A vote of final approval is requested at the first City Council agenda listing of this matter.

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By: \_\_\_\_\_, Department Head

Copies To: Mayor  
Director of Finance  
Purchasing  
Controller

Attachment: proposed resolution



# CITY OF ALLENTOWN

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

## RESOLUTION

R170B - 2017

*Introduced by the Administration on October 4, 2017*

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### R170B

Authorization of Engagement of Professional Services with McMahon Associates, Inc. for \$3800 to prepare a Green Light Go Grant Application submission for the intersections along 17th Street at Chew Street, Turner Street and Linden Street - this includes concept plans, cost estimates and associated documents for the submission.

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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/engage the services of the following named contractor/consultant, for the use and purpose indicated in supporting the Recommendation of Award of Bid or Contract dated \_\_\_\_\_ :

1. Name of Contractor/Consultant: McMahon Associates, Inc.
2. Project or Contract Reference: 17<sup>th</sup> Street Traffic Signal Upgrade and Pedestrian Safety Enhancement Project
3. Description of Service(s) to be provided: Technical/Grant Submission Assistance

**NOW, THEREFORE, BE IT RESOLVED** 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.