



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: BID No. 2017-37- 2018 Storm Sewer Fittings-Precast

TO: City Council, City Clerk, and Council Solicitor

FROM: Craig Messinger, Department Head

DATE: January 4, 2018

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:

- 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. 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.

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):
General Funds- 000-03-0815-0001-64
- The number of any alternate quotes/bids and the names of the alternate bidders, if any.
- The name and address of the recommended Contractor/Vendor/Professional Service Provider/Lowest Responsible Bidder is:

Monarch Precast Concrete Corporation, 425 North Dauphin Street, Allentown, Pennsylvania, 18109

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

The contract shall expire on December 30, 2018.

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

It is the intent to secure a vendor(s) to supply storm sewer fittings to and for the Lehigh Valley Cooperative Purchasing Council (LVCPC). Work under this project shall include the furnishing, delivering, and unloading of all materials in accordance with the bid specifications.

- 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:

Storm Sewer Fittings-Precast shall be purchased at the unit prices identified in the attached bid tabulation. The City budgets funds under the Public Works Department to cover the costs of the chemicals. Based on estimated quantities provided during the bidding process, the annual estimated budgeted amount for the groups awarded to this vendor is \$125,757.00. This is the total cost allocated for the LVCPC members. The quantities provided in the bid are estimates, and as such, the actual cost of the fittings may vary throughout the year based on the needs of the department.

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

The City reserves the right to extend this contract for up to three (3) months. This extension will be utilized only to prevent a lapse on contract coverage, and only for the time necessary, up to three (3) months to issue a new contract.

- 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:

The City is in need of the ability to purchase storm sewer fittings on an as needed basis.

- 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.

Copies To: Mayor
Director of Finance
Purchasing
Controller

By: Craig Messinger, Department Head



CITY OF ALLENTOWN

No. _____

RESOLUTION

R4 - 2018

Introduced by the Administration on January 17, 2018

Authorization for a one year Contract (with possible three month extension) with Monarch Precast Concrete Corporation at the unit prices identified in the bid for storm sewer fittings, for a total estimated budget of \$125,757

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 January 4, 2018:

1. Name of Contractor/Consultant: Monarch Precast Concrete Corporation
2. Project or Contract Reference: 2017-37- 2018 Storm Sewer Fittings-Precast
3. Description of Service(s) to be provided: It is the intent to secure a vendor(s) to supply storm sewer fittings to and for the Lehigh Valley Cooperative Purchasing Council (LVCPC). Work under this project shall include the furnishing, delivering, and unloading of all materials in accordance with the bid specifications

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.