



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. 2017-21- Maintenance Services for the Central Business District, Adjacent Neighborhood District and Special Projects

TO: City Council, City Clerk, and Council Solicitor

FROM: Craig Messinger, Department Head

DATE: December 19, 2017

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):
Solid Waste Fund-085-03-8005-0001-46

- The number of any alternate quotes/bids and the names of the alternate bidders, if any.

N/A

- The name and address of the recommended Contractor/Vendor/Professional Service Provider/Lowest Responsible Bidder is:

Allentown Rescue Mission Clean Team, LLC, 355 W. Hamilton Street, Allentown, PA 18101

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

Contract shall be effective for three (3) years, commencing January 18, 2018.

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

The Contractor shall perform maintenance services for the City's Central Business District, Adjacent Neighborhood District, as well as special cleanup projects and Special Events for the City of Allentown.

- 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:

First Contract Term:	\$250,692.00 + 25,710.00 (pricing option 2)=	\$276,402.00
Second Contract Term:	\$255,705.00 + 26,224.00 (pricing option 2)=	\$281,929.00
Third Contract Term:	\$260,819.00 + 26,748.00 (pricing option 2) =	<u>\$287,567.00</u>
Total Contract Sum for the Initial Three (3) year term:		<u>\$845,898.00</u>

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

The contract may be extended for three (3) additional one-year (1) year options, if mutually agreed to by both parties in writing and all terms and conditions remain the same.

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

For the Contract renewals the Pricing shall be an annual CPI percentage increase as indicated on the official US Bureau of Labor and Statistics, not to exceed 2%.

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

The City is in need of maintenance services for the City's Central Business District, Adjacent Neighborhood District, as well as special cleanup projects and Special Events for the City of Allentown.

- 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.

By: Craig Messinger, Department Head

Copies To: Mayor
Director of Finance
Purchasing
Controller

Attachment: proposed resolution



CITY OF ALLENTOWN

No. _____

RESOLUTION

R5 - 2018

Introduced by the Administration on January 17, 2018

Authorization for Three Year Contract (commencing January 18) with Allentown Rescue Mission Clean Team, LLC. in the total amount of \$845,898 (Y1 - \$276,402 Y1; Y2 \$281,929; Y3 \$287,567) for maintenance services for the City's Central Business District, adjacent neighborhoods and special cleanup and special event projects - contract may be extended for three additional one year terms.

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 December 19, 2017:

1. Name of Contractor/Consultant: Allentown Rescue Mission Clean Team, LLC
2. Project or Contract Reference: Bid No. 2017-21 Maintenance Services for the Central Business District, Adjacent Neighborhood District and Special Projects
3. Description of Service(s) to be provided: Contractor shall perform maintenance services for the City's Central Business District, Adjacent Neighborhood District, as well as special cleanup projects and Special Events for the City of Allentown.

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.