



CITY OF ALLENTOWN

No. R37

**RESOLUTION**

**R - 2018**

***Introduced by the Administration on March 21, 2018***

---

**Authorization for Engagement of Professional Services with McMahon Associates in the amount of \$2,775 for Grant Application services.**

---

***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 2/15/18:

1. Name of Contractor/Consultant: McMahon Associates Inc.
2. Project or Contract Reference: PennDOT Multimodal Grant – Jefferson Street Multimodal Project
3. Description of Service(s) to be provided: Grant Application services

**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.



**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: Jefferson Street Corridor traffic calming, enhance safety and neighborhood connectivity project

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

**FROM:** Craig Messinger, Department Head

**DATE:** 3/14/18

---

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):

General Fund - 000-03-0809-0001-46

- 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:

McMahon Associates 425 Commerce Drive Suite 200 Fort Washington PA 19034

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

One Year

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

Prepare PennDOT's Multi-modal Transportation Fund technical grant application for traffic calming and safety to improve along the South Jefferson Street corridor in 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:

\$2,775.00

- 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:

Opportunity to leverage 70% funding for project through PennDOT's extremely competitive multimodal grant program. This application requires technical estimates and concept engineering. The Jefferson Street Corridor project is in anticipation of a substantial increase in vehicular and pedestrian usage. In addition to traffic calming features, a bike-share lane to promote access to Hamilton Street is also planned. This project will also address the lack of adequate street light illumination on this stretch of the project from Elm to Wyoming. In addition, the City will be keeping pace with its commitment to improve handicap ramps throughout the City.

- 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