

CITY OF ALLENTOWN

No. 91

RESOLUTION

R - 2018

Introduced by the Administration on August 1, 2018

Authorization for Contract with Wood Environmental and Infrastructure Solutions, Inc., in the amount of \$283,530.00 to assist with the stormwater program development, implementation, and management services, 1 year contract may be extended by 1 year, 5 bids.

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 July 24, 2018:

1. Name of Contractor/Consultant: Wood Environmental and Infrastructure Solutions, Inc.
2. Project or Contract Reference: RFP No. 2018-09
3. Description of Service(s) to be provided: The City needs the services of a qualified consultant to assist with a wide range of stormwater program development, implementation, and management 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: RFP No. 2018-09- Stormwater Management Program Support

TO: City Council, City Clerk, and Council Solicitor

FROM: Craig Messinger, Department Head

DATE: July 24, 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):
086-03-0815-0001-46
- The number of any alternate quotes/bids and the names of the alternate bidders, if any.

ACELA- 4969 Hamilton Blvd, Allentown, PA 18106

AMT- 100 Gateway Centre Parkway, Suite 200, North Chesterfield, VA 23235

JMT- 7535 Windsor Drive, Suite 204B, Allentown, PA 18195
Maser- 941 Marcon Blvd., Suite 801, Allentown, PA 18109

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

Wood Environmental and Infrastructure Solutions, Inc., 4795 Meadow Wood Lane, Suite 310, East Chantilly, Va 20151

** this vendor has multiple locations including but not limited to PA and GA**

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

The Contract shall commence upon full execution and shall cease two (2) years thereafter.

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

The City seeks the services of a qualified consultant to assist with a wide range of stormwater program development, implementation, and management services.

- 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:

\$283,530.00

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

Upon mutual written agreement by both parties the contract term may be extended for one (1) additional one (1) year term.

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

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

The City needs the services of a qualified consultant to assist with a wide range of stormwater program development, implementation, and management services.

- 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