



CITY OF ALLENTOWN

No. 124

**RESOLUTION**

**R - 2018**

***Introduced by the Administration on November 7, 2018***

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Authorization for Engagement of Professional Services with Base Engineering, Inc. in the amount of \$13,200 for additional engineering assessment of properties at 820, 820.5, 822 and 824 N. 5<sup>th</sup> Street related to sinkhole.

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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 dated November 7, 2018:

1. Name of Contractor/Consultant: Base Engineering, Inc.
2. Project or Contract Reference: Structural Assessment of the 800 Block of N. 5<sup>th</sup> Street
3. Description of Service(s) to be provided: This Contractor has previously provided structural engineering services for the City for the properties located at 820, 820.5, 822 and 824 N. 5<sup>th</sup> Street, see Resolution No. 29644 dated May 2, 2018. At this time, additional engineering assessment services are needed to survey the entire block, consisting of 8 houses in order to assess the damage by the sinkhole on the other structures.

**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: Structural Assessment of the 800 Block of N. 5<sup>th</sup> Street

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

**FROM:** William Harvey, Department Head

**DATE:** October 9, 2018

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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):

General Fund: 000-09-0903-0001-46

- 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:

Base Engineering, Inc., 1010 N. Quebec Street, Allentown, PA 18109

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

Upon council approval through

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

This Contractor has previously provided structural engineering services for the City for the properties located at 820, 820.5, 822 and 824 N. 5<sup>th</sup> Street, see Resolution No. 29644 dated May 2, 2018. At this time, additional engineering assessment services are needed to survey the entire block, consisting of 8 houses to assess the damage by the sinkhole on the other structures.

- 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:

\$13,200.00

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

n/a

- 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 Contractor has previously provided structural engineering services for the City for the properties located at 820, 820.5, 822 and 824 N. 5<sup>th</sup> Street, see Resolution No. 29644 dated May 2, 2018. At this time, additional engineering assessment services are needed in order to survey the entire block, consisting of 8 houses in order to assess the damage by the sinkhole on the other structures.

- 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: William Harvey, Department Head

Copies To: Mayor  
Director of Finance  
Purchasing  
Controller

Attachment: proposed resolution