



CITY OF ALLENTOWN

No. 35

RESOLUTION

R - 2019

Introduced by the Administration on May 1, 2019

Authorization for Contract with Allentown Rescue Mission Clean Team, on an as needed basis, as per the firm fixed hourly rates for high grass and weed cutting services – 4 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 May 1, 2019:

1. Name of Contractor/Consultant: Allentown Rescue Mission, Clean Team
2. Project or Contract Reference: Bid No. 2019-09
3. Description of Service(s) to be provided: High Grass, Weed, and Vegetation Cutting Services, at various locations, for residential properties in violation of City Ordinance 13008.

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: Bid No. 2019-09 High Grass, Weed and Vegetation Cutting Services

TO: City Council, City Clerk, and Council Solicitor

FROM: Ann Saurman, Department Head

DATE: April 25, 2019

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):

085-03-8005-0002-46

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

AJBS Lawn Service, 2424 W. Allen St. Allentown, PA 18104

Bellew Lawn & Landscape, 845 Gilly Ave, Bethlehem, PA 18015

M & K Enterprises, 3523 Walnutport, PA 18088

- 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 St. Allentown, PA 18101

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

December 31, 2019.

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

The City is seeking a vendor to perform grass mowing, weed and vegetation cutting at private residential properties for properties in violation of City Ordinance No. 13008.

- 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:

\$30.00 per hour for 1st employee

\$20.00 per hour for each additional employee

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

The contract may be renewed for two (2) additional one (1) year options if prices remain firm.

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

Unknown, dependent upon the number of properties serviced each year. The hourly rate is the firm, fixed amount.

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

The City is seeking a vendor to perform grass mowing, weed and vegetation cutting at private residential properties for properties in violation of City Ordinance No. 13008.

- 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: Ann Saurman, Department Head

Copies To: Mayor
Director of Finance
Purchasing
Controller

Attachment: proposed resolution