



CITY OF ALLENTOWN

No. 44

RESOLUTION

R - 2019

*Introduced by the Administration on June 05, 2019*

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Authorization for Engagement of Professional Services with Johnson, Mirmiran, Thompson, Inc. (JMT, Inc.) in the amount of \$25,000 to conduct a historic resource survey of all buildings 50 years old or older along Hamilton Street between American Parkway and 12<sup>th</sup> Street (approximately 160 houses) – 6 quotes/bids.

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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 or Contract dated June 05, 2019:

1. Name of Contractor/Consultant: Johnson, Mirmiran, Thomson, Inc. (JMT, Inc)
2. Project or Contract Reference: Quote 2019-0010
3. Description of Service(s) to be provided: Historic Preservation Consultant to conduct a historic resource survey of all buildings 50 years old or older along Hamilton Street between American Parkway and 12<sup>th</sup> Street (approximately 160 houses)

**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: RFQ 2019-0010 Historic Resource Survey Consultant

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

**FROM:** Leonard Lightner, Department Head

**DATE:** May 10, 2019

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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):

000-09-0902-0004-46

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

RGA Cultural Resource Consultants – Cranbury, NJ

Artefact – Bethlehem, PA

Michael Baker International – Allentown, PA

Cornerstone Consulting Engineers & Architectural, Inc – Lansdale, PA  
LSC Design, Inc. dba Warehaus AE – York, PA

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

Johnson, Mirmiran, & Thompson, Inc. (JMT, Inc.) 7535 Windsor Dr., Allentown, PA

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

It is anticipated that the contract will be for 15 months and commence on July 1, 2019 lasting until October 31, 2020.

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

The City seeks the services of a historic preservation consultant to conduct a historic resource survey of all buildings 50 years old or older along Hamilton Street between American Parkway and 12<sup>th</sup> St. (Approximately 160 houses)

- 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:

Up to \$25,000.00 based on the firm fixed hourly rates provided in the proposal.

- 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:

The goal is to create a list, or inventory, of historic resources for entry into a database that can be accessed using a geographic information system.

- 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: Leonard Lightner, Department Head

Copies To: Mayor  
Director of Finance  
Purchasing  
Controller

Attachment: proposed resolution