



CITY OF ALLENTOWN

No. 58

**RESOLUTION**

**R - 2019**

***Introduced by the Administration on July 17, 2019***

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**Authorization of Engagement of Professional Services with McMahon Associates, Inc. for \$9,750 for Technical Assistance with Various Grant Submissions – 3 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 dated July 17, 2019

1. Name of Contractor/Consultant: McMahon Associates, Inc.
2. Project or Contract Reference: Technical Assistance for Various Grant Submissions
3. Description of Service(s) to be provided: Technical/Grant Submission Assistance

**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: Technical Assistance for Various Grant Submissions

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

**FROM:** Craig Messinger, Department Head

**DATE:** June 18, 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):

General 000-03-0807-0001-46

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

Keystone Consulting Engineers, Inc., 5012 Medical Center Circle, Suite 1, Allentown, not to exceed \$35,000.00

Michael Baker International, 645 W. Hamilton Street, 2 City Center- Suite 206, Allentown, the cost was estimated to be between \$48,477.00-\$60,203.00

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

McMahon Associates, Inc., 840 W. Hamilton Street, Suite 622, Allentown, PA 18101

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

The term shall cease one (1) year from approval of Council.

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

Technical assistance for the Commonwealth Financing Authority Multimodal Transportation Fund (CFA-DCED- MTF), PennDOT Multimodal Transportation Fund (PennDOT MTF), Transportation Alternatives Set-Aside (TASA), Automated Red Light Enforcement Grant (ARLE) and Green Light Go (GLG) grant submissions which includes conceptual plan, cost estimates and necessary documentations for the grant submission.

- 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:

\$9,750

- 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:

Roadway lighting will increase traffic and pedestrian safety

- 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: Craig Messinger, Department Head

Copies To: Mayor  
Director of Finance  
Purchasing  
Controller

Attachment: proposed resolution