



CITY OF ALLENTOWN

No. 91

RESOLUTION

R - 2019

Introduced by the Administration on November 6, 2019

Authorization for Contract with Michael Baker International, Inc. for an estimated I budgeted sum of \$60,000.00 for the City of Allentown to seek to retain a qualified architectural firm to provide comprehensive architectural design services on an as needed basis. This retainer shall be inclusive of, but not be limited to, City-wide architectural design services, project management and project implementation for City owned and private properties.

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 Award of Contract dated November 3, 2019:

1. Name of Contractor/Consultant: Michael Baker International, Inc.
2. Project or Contract Reference: RFP 2019-21-Architectural Retainer Services-C25-000080
3. Description of Service(s) to be provided: The City of Allentown was seeking to retain a qualified architectural firm to provide comprehensive architectural design services on an as needed basis. This retainer shall be inclusive of, but not be limited to, City-wide architectural design services, project management and project implementation for City owned and private properties.

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 2019-21-Architectural Retainer Services-C25-000080

TO: City Council, City Clerk, and Council Solicitor

FROM: Leonard Lightner, Department Head

DATE: October 7, 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):

General Fund -000-09-0902-0001-46

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

Alloy 5-530 W. Broad Street, Bethlehem, PA 18018-
Buchart Horn Architects- 445 W. Philadelphia Street, York, PA 17401-3383
Cornerstone Consulting- 1176 N. Irving Street, Allentown, PA 18101

Seiler and Drury Architecture- 420 DeKalb Street, Norristown, PA 19401
Spiezle- 1395 Yardville Hamilton Square Road, Suite 2A, Hamilton, NJ 08691
USA Architects-1 S. 3rd Street, Alpha Building, 7th Floor, Easton, PA 18042
W2A, 609 Hamilton Street, Suite 200, Allentown, PA 18101.

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

Michael Baker International, Inc., Two City Center, 645 W. Hamilton Street, Suite 206, Allentown, PA 18101.

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

The contract shall commence upon full execution and shall cease three (3) years thereafter.

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

The City of Allentown was seeking to retain a qualified architectural firm to provide comprehensive architectural design services on an as needed basis. This retainer shall be inclusive of, but not be limited to, City-wide architectural design services, project management and project implementation for City owned and private properties.

- 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:

There is a budgeted estimated sum of \$60,000.00 for the entire contractual term, these services are on an as needed bases.

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

Prior to the cessation of the contract term, if deemed necessary, the City reserves the right to extend the said term for up to an additional three (3) month period, in order to prevent a lapse in coverage.

- 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 City of Allentown was seeking retain a qualified architectural firm to provide comprehensive architectural design services on an as needed basis.

- 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: Leonard Lightner, Department Head

Copies To: Mayor
Director of Finance
Purchasing
Controller

Attachment: proposed resolution