



CITY OF ALLENTOWN

No. 27

RESOLUTION

R - 2020

Introduced by the Administration on March 4, 2020

Authorization for Engagement of Professional Services with Materials Conservation in the amount of \$3,750.00 for construction administration services for the implantation of work to the WP Wall at Junction Street.

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 with the aforementioned Contractor, for the use and purpose indicated in supporting the Recommendation of Award:

1. Name of Contractor/Consultant: Materials Conservation
2. Project or Contract Reference: Emergency Procurement of a Vendor for Masonry Repair Consulting Services for WPA Wall at Junction Street
3. Description of Service(s): construction administration services for the implantation of work to the WP Wall at Junction Street.

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 and Recommendation of Award

SUBJECT: Request for Contract Award and Approval by City Council Pursuant to City Ordinance, Article 130.16

Project or Contract Reference: Emergency Procurement of a Vendor for Masonry Repair Consulting Services for WPA Wall at Junction Street

TO: City Council, City Clerk, and Council Solicitor

FROM: Karen El-Chaar, Department Head

DATE: February 24, 2020

Pursuant to City Ordinances, Article 130.16, this Recommendation of Award is before City Council for its approval and award of the contract.

- 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.

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.

- The contract appropriation or price increase is included in this year's budget
- List the Vendor's name, address and proposed sum of any and all alternate quotes/received, if any.

Materials Conservation, 1625 N. Howard Street, Philadelphia, PA 19122

List the name and address of the recommended Contractor/Vendor, include the following:

Contract Consideration: \$3,750.00

Funding Source: 081-02-8001-0001-80 (Risk Management)

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

On or about January 6, 2020 there was a vehicular collision that caused damage to the WPA Wall at Junction Street. This accident created an emergent situation in which an emergency purchase order was produced in order to get a consultant on site immediately to assess the damage. The Vendors services will be to provide contract and bidding documents for repair of the walls, conduct 2 site reviews and at the conclusion of the project the Vendor will submit a brief summary report and project evaluation.

- Contract Term:

The Contract term commenced upon the issuance of the emergency purchase order.

- List any 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

A vote of final approval is requested of the members of Council and by passing the accompanying resolution, this Contract will be deemed approved and awarded.

By: Karen El Chaar, Department Head

Copies To: Mayor
Director of Finance
Purchasing
Controller

Attachment: proposed resolution