



Allentown

435 Hamilton Street
Allentown, Pa. 18101

Minutes - Final

City Council

Wednesday, March 4, 2020

6:30 PM

Council Chambers

Contract Approval Meeting

Roll Call: President Daryl Hendricks

Present: 6 - Candida Affa, Cynthia Mota, Daryl Hendricks, Julio Guridy, Ed Zucal, and Ce-Ce Gerlach

Excused: 1 - Joshua Siegel

RESOLUTIONS FOR FINAL PASSAGE (To be Voted On):

[15-3450](#)

R18

Authorizes a change order with Humanitarian Social Innovations in the amount of \$50,000 - \$25,000 for 2020 and \$25,000 for 2021 - (\$25,000 was already budgeted to My Brother's Keeper in 2019). Funds will support the mission, programs, and services of My Brother's Keeper.

Attachments: [R18 - My Brother's Keeper](#)

Mr. Daryl Hendricks asked if there were any questions from his colleagues.

Ms. Ce-Ce Gerlach stated that she is aware of My Brother's Keeper. She asked for a comprehensive list.

Mr. Leonard Lightner stated that this has started for the first year. The contract just went through 2019 to approve these funds. It was a commitment of \$75,000. Originally, when they submitted the Contract through for \$25,000, they should have submitted for the \$75,000. They go around PPL, Air Products, B Braun, and they do college tours.

Mr. Julio Guridy stated that he spoke to David Jones the Project Director Volunteer for My Brother's Keeper. He stated that the city passed a Resolution to establish My Brother's Keeper. Only a Mayor can enact My Brother's Keeper. The Mayor promised funding and never gave it to them.

Mayor Ray O'Connell stated that it was the former Mayor. He stated that he was on Council when Council approved it.

Mr. Julio Guridy stated that this is where the funding starts from the city. Mayor Pawlowski promised \$75,000.

Mr. Daryl Hendricks thanked Mr. Guridy and stated that it is very informative. He asked if there were any questions from the public.

Yes: 7 - Candida Affa, Cynthia Mota, Daryl Hendricks, Julio Guridy, Ed Zucal, Ce-Ce Gerlach, and Joshua Siegel

[15-3465](#)

R25

Authorization for Contract with Duncan Associates, Inc. for \$193,095 to for Zoning, Subdivision and Land Development Ordinance updates, and other City planning and zoning initiatives - competitively bid.

Attachments: [R25 James Duncan and Associates Inc.](#)

Ms. Jessica Baraket stated that this was done as RFP2019-29. It was advertised on Public Purchase and accessed by 25 vendors and five responses were received. A committee of five individuals evaluated all proposals based on four criteria: ability to meet the RFP requirements, project approach, qualifications, and cost. One proposal was rejected after the technical evaluation due to the vendor submitting cost information and their technical proposals. After technical and cost evaluations were complete, the committee completed oral interviews with the top two short-listed firms and after all the evaluations were complete, the committee is recommending an award to Duncan Associates who is the highest ranking firm and the city has not previously not done business with them before.

Mr. Daryl Hendricks asked if there were any questions from his colleagues.

Mr. Julio Guridy asked if they were from Chicago. You couldn't find anybody.

Ms. Jessica Baraket stated that they did have five bid and there were more local. They were recommended by the committee after the evaluations to be the most qualified.

Mr. Julio Guridy asked if the city gives any advantage to companies in the scoring process that are from the Lehigh Valley or Allentown.

Ms. Jessica Baraket stated not part of or part of a blanket in all of our RFPs. However, if it is something specific that a local presence is required and something that a committee wants to put an evaluation factor then yes, they would include that.

Ms. Ce-Ce Gerlach stated that she quickly Googled Duncan Associates and seems to have a comprehensive level of expertise in various areas that may lead to some inclusive policy changes.

Mr. Daryl Hendricks asked if there were any other comments from Council or the public.

Yes: 6 - Candida Affa, Cynthia Mota, Daryl Hendricks, Julio Guridy, Ed Zucal, and Ce-Ce Gerlach

Absent: 1 - Joshua Siegel

[15-3463](#)

R26

Authorizes Professional Services contract with Langan Engineering for \$2,000 to evaluate and submit the "as-built" plan to complete and close out NPDES Notice of Termination permit for the Jackson Street Park.

Attachments: [R26 Langan Engineering \(Parks\)](#)

Ms. Jessica Baraket stated that this contract is for professional service. At this price, only one quote is required. There was only the one quote that was received. The city has done business with this vendor before.

Mr. Daryl Hendricks asked if there were any questions from his colleagues.

Ms. Ce-Ce Gerlach asked what is NPDES.

Mr. Craig Messinger stated that it is permits that are required for when you are doing any kinds of building construction. It is best management practices.

Mr. Rick Holtzman stated that anything over an acre requires an NPDES permit to do that work.

Mr. Julio Guridy asked if in the future if Council can get the acronym spelled out.

Ms. Jessica Baraket stated sure can.

Mr. Daryl Hendricks asked if there were any other questions from his colleagues or the public.

Yes: 6 - Candida Affa, Cynthia Mota, Daryl Hendricks, Julio Guridy, Ed Zucal, and Ce-Ce Gerlach

Absent: 1 - Joshua Siegel

[15-3464](#)

R27

Authorizes Professional Service Contract with Materials Conservation in the amount of \$3,750 for construction and administration services for the implantation of work to the WPA Wall at Junction Street.

Attachments: [R27 Materials Conservation \(002\)](#)

Ms. Jessica Baraket stated that it is also a contract for professional services where one quote is required. The city has done business with this vendor before as well.

Ms. Candida Affa asked if this is the work that is going to be done or for materials.

Mr. Rick Holtzman stated that Materials Conservation is a firm that the city has worked with in the past to help develop plans for the repairs to the WPA walls. This Junction Street wall is the one that was currently hit on Union and Junction Streets right off of MLK. The gentleman came down Union Street and hit the wall. It is kind of an emergency to get them on board. The WPA projects are going out this week for bid so the city had to add it to the construction documents to repair the wall.

Mr. Daryl Hendricks asked if the city has been reimbursed yet from the insurance company of the motorist that struck that wall.

Mr. Rick Holtzman stated that this particular project at Junction Street is working through Risk and they are trying to collect the money. He stated that Jeff Nelson is working through that process with Risk.

Mr. Daryl Hendricks asked if there were any other comments or questions from his colleagues or the public.

Yes: 6 - Candida Affa, Cynthia Mota, Daryl Hendricks, Julio Guridy, Ed Zucal, and Ce-Ce Gerlach

Absent: 1 - Joshua Siegel

[15-3461](#)

R28

Authorizes Professional Services Contract with Hanover Engineering for \$3,750 to evaluate and provide repair/maintenance documents for the Little Lehigh and Muhlenberg dams.

Attachments: [R28 Hanover Engineering](#)

Ms. Jessica Baraket stated that this is the same thing. It is a professional services contract and the city has done business with this vendor before.

Mr. Daryl Hendricks asked if there were any questions from his colleagues or the public.

Mr. Julio Guridy asked about if the city finished the project that was done that was similar. The stair project in Trexler Park.

Mr. Rick Holtzman asked if he was referring to the sediment removal in Trexler Park. He stated that did not really take off yet. He stated that it was

specific to when DEP came in last year and did inspection on these two dams and put the city on notice for repairs to be made. There is an evaluation that needs to be done at both dams now to get construction documents. This is the first steps for the process.

Ms. Cynthia Mota asked if the \$3,750 is to evaluate it. She asked if Mr. Holtzman knows how many dams that the city has that they are responsible for.

Mr. Rick Holtzman stated that evaluation process and to start with the construction documents to let the city know where we need to go with this project evaluate the project and what it is going to cost us. These two dams were not on our radar at all. He stated that at this point, these are the two he knows of and the Hamilton Street dam.

Mr. Daryl Hendricks asked if there were any other comments or questions from his colleagues or the public.

Yes: 6 - Candida Affa, Cynthia Mota, Daryl Hendricks, Julio Guridy, Ed Zucal, and Ce-Ce Gerlach

Absent: 1 - Joshua Siegel

ADJOURNED: 6:45 PM