



CITY OF ALLENTOWN

No. 117

RESOLUTION

R - 2020

Introduced by the Administration on October 7, 2020

Authorization for Engagement of Professional Services with the Lehigh County Coroner's Office and Forensics Center for \$4,312.50. for the Overdose Fatality Review Team.

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 of Bid:

1. Name of Contractor/Consultant: Lehigh County Coroner's Office and Forensics Center
2. Project or Contract Reference: Lehigh County Coroner's Office and Forensics Center
3. Description of Service(s): The City seeks to mutually collaborate with Lehigh County Coroner's Office and Forensic Center for the Overdose Fatality Review Team

NOW, THEREFORE, BE IT RESOLVE , on this the 7th day of October, 2020, 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: Lehigh County Coroner's Office and Forensics Center

TO: City Council, City Clerk, and Council Solicitor

FROM: Leonard Lightner, Department Head

DATE: October 1, 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.

This is a sole source

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

Lehigh County Coroner's Office and Forensic Center, 4350 Broadway, Allentown

Contract Consideration: \$4,312.50

Funding Source: 000-09-0908-0002-46

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

The Office of the Coroner's Office is an independent investigative agency charged by State Statute to investigate the facts and circumstances of deaths, including but not limited to drug overdoses, that occur within the County of Lehigh.

The Coroner's Office will collaborate with local law enforcement and health agencies, within the County by sharing, with them, the data collected regarding these death investigations. This makes them the sole source to provide the City, and other municipalities, within Lehigh County, with their services.

The City seeks to mutually collaborate with Lehigh County Coroner's Office and Forensic Center for the Overdose Fatality Review Team.

- Contract Term:

The contract term should commence on August 1, 2020 and shall cease June 30, 2022

- 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: Leonard Lightner, Department Head

Copies To: Mayor
Director of Finance
Purchasing
Controller

Attachment: proposed resolution