



CITY OF ALLENTOWN

No. 29574

RESOLUTION

R177 - 2017

Introduced by the Administration on October 18, 2017

Authorization for a three year Contract with Centerra Integrated Services, LLC, in the amount of \$7,048,490.00 for Municipal Fleet Maintenance Services with an option of two additional three years agreements – 2 bids.

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 of Bid or Contract dated October 6, 2017:

1. Name of Contractor/Consultant: Centerra Integrated Services, LLC
2. Project or Contract Reference: RFP No. 2017-08
3. Description of Service(s) to be provided: Municipal Fleet Maintenance Services

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.

	Yea	Nay
Candida Affa	X	
Julio A. Guridy		
Daryl Hendricks, VP	X	
Roger MacLean	X	
David K. McGuire	X	
Cynthia Mota	X	
Ray O'Connell, Pres.		X
TOTAL	5	1

THIS IS TO CERTIFY, That the above copy of Resolution No. 29574 was adopted by the City Council of Allentown on the 15th day of November, 2017, and is on file in the City Clerk's Office.


 City Clerk



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 No. 2017-08- Municipal Fleet Maintenance Services

TO: City Council, City Clerk, and Council Solicitor

FROM: Craig Messinger, Department Head

DATE: October 6, 2017

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? yes X no

- Identify contract funding sources (general fund, grants, loans, etc. & account number):

General Funds- 000-03-0704-0001-46 for 2018, 2019 and 2020.

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

First Vehicle Services, Inc., 9962 Brook Road, #824, Glen Ellen, Virginia, 23059

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

Centerra Integrated Services, LLC, 12018 Sunrise Valley Drive, Suite 140, Reston, Virginia, 20191.

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

It is anticipated that the Contract will commence as of January 1, 2018 and shall be for three (3) years.

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

The purpose is to establish a contract with one qualified source to furnish all labor, equipment, materials, tools, insurance, supervision and all other items incidental thereto and perform all work necessary and specified in the delivery of vehicle maintenance services for the City of Allentown as more detailed in these specifications.

- 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:

2018-\$2,322,170.00

2019-\$2,349,260.00

2020-\$2,377,060.00

Total: \$7,048,490.00

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

Two (2) additional three (3) year options available, with the City having the sole option to renew the contract with the Contractor.

- Maximum dollar value of all renewals provided for beyond the original term as if all renewals were exercised:

In accordance with the current consumer price index the last 10-year average escalation rate is 1.7% per year. For the base term of the contract the Vendor used the said rate as a modest increase for each annual term. Therefore any and all renewals of the contract, if elected, would be no more than the CPI index.

- Reasons for recommendation of Administration and Council approval of contract:

The City is in need of obtaining a company in order for it to perform regular maintenance on the Fleet.

- 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: Craig Messinger, Department Head

Copies To: Mayor
Director of Finance
Purchasing
Controller

Attachment: proposed resolution