



Allentown

435 Hamilton Street
Allentown, Pa. 18101

Minutes - Final

City Council

Wednesday, November 6, 2019

6:30 PM

Council Chambers

Contract Approval Meeting

Roll Call: Chairperson MacLean

Present: 6 - Candida Affa, Roger MacLean, Courtney Robinson, Daryl Hendricks, Julio Guridy, and Ed Zucal

Excused: 1 - Cynthia Mota

RESOLUTIONS FOR FINAL PASSAGE (To be Voted On):

[15-3250](#)

R90

Authorization for a change order for Clear Language Communication Services for \$15,000 for Spanish translation services for the Allentown Vision 2030 Comprehensive and Economic Development Plan.

Attachments: [R90 Clear Language Communication Services-\(C25-000064\)](#)

[Resolution #29875](#)

Ms. Jessica Baraket stated that she doesn't have much to add for this. It is an extension of a contract. There were quotes obtained for the original contract that went into place. This is an extension of that contract.

Mr. Roger MacLean asked if there were any questions from Council or the public on R90.

Yes: 6 - Candida Affa, Roger MacLean, Courtney Robinson, Daryl Hendricks, Julio Guridy, and Ed Zucal

Absent: 1 - Cynthia Mota

Enactment No: 29875

[15-3251](#)

R91

Authorization for Contract with Michael Baker International, Inc. for an estimated budgeted sum of \$60,000 to provide architectural design services on an as needed basis. This retainer is inclusive of, but not be limited to, City-wide architectural design services, project management and project implementation for City owned and private properties; multiple bids, three year contract.

Attachments: [R91 Michael Baker C25-000080](#)
[Resolution #29876](#)

Mr. Roger MacLean stated that the name sounds familiar. Have we dealt with them before?

Ms. Jessica Baraket stated yes. This was done as RFP 2019 -21. It was advertised on Public Purchase. It was accessed by 46 vendors with eight proposals received. The committee consisting of three voting members conducted technical and cost evaluations on all proposals. Proposals were scored on three criteria which were the ability to meet the RFP requirements, prior experience of the firm, and cost. After the evaluation process was complete, the committee short-listed down to the top two respondents and required oral presentations and interviews from these firms. After all stages of the evaluations were completed, the committee is recommending an award to Michael Baker. The highest scoring proposer. Michael Baker International is a local vendor who has successfully completed a variety of projects for the city in the past.

Mr. Roger MacLean asked if there were any questions from Council.

Mr. Julio Guridy stated that they are the Engineers for the 15th Street Bridge as well.

Mr. Roger MacLean asked if there were any comments from Council or the public on R91.

Ms. Sharon Billington, 1509 Chew Street, stated that last month Council approved retainer services for architectural design for Omnes for \$50,000. Why are we doing architectural designs for another company for \$60,000 and how are these two different? She asked how much was spent last year. Was it what we budgeted or did we go over on both of them?

Ms. Jessica Baraket stated that the one was at a previous meeting was for a landscape architectural retainer services. This is for architectural retainer services. They perform a little bit different services. The vendors do different services. This is for as needed services.

Mr. Tom Williams stated that there was very little spent on landscape architecture and architectural services last year. The intent with this contract as well as the landscape architect is to have firms available and be able to react in a numerable fashion which is a process that takes an extended period. The purpose is to utilize these vendors for small projects that come up and potential future projects where a feasibility study may be needed or some work related to a grant application. It is on an as needed basis. Whatever money is not used will be rolled over to the next year. It is

a three year term for both of the contracts.

Mr. Roger MacLean asked if there were any other questions from the public on R91.

Yes: 6 - Candida Affa, Roger MacLean, Courtney Robinson, Daryl Hendricks, Julio Guridy, and Ed Zucal

Absent: 1 - Cynthia Mota

Enactment No: 29876

[15-3252](#)

R92

Authorization for Engagement of Professional Services with Synergy Environmental, Inc., in the amount of \$24,590 for a site characterization report for the removal of underground storage tanks, in accordance with the provisions detailed in section 245.309 of the PADEP Corrective Action Process (CAP) regulations, multiple bids.

Attachments: [R92 Synergy](#)
[Resolution #29877](#)

Ms. Jessica Baraket stated that the department solicited quotes for this project and received three quotes and one no quote was received. The lowest responsible and responsive quote was selected.

Mr. Roger MacLean asked if there was a specific site for this.

Mr. Craig Messinger stated that this is for the replacement of the tanks that they did over the Fleet Garage at the Streets Department. This is specific for that site.

Mr. Roger MacLean asked if there were any questions from Council or the public on R92.

Yes: 6 - Candida Affa, Roger MacLean, Courtney Robinson, Daryl Hendricks, Julio Guridy, and Ed Zucal

Absent: 1 - Cynthia Mota

Enactment No: 29877

ADJOURNED: 6:37 PM