



CITY OF ALLENTOWN

No. _____

RESOLUTION

R104 - 2023

Introduced by the Administration on June 21, 2023

Authorization for Contract with Alloy5, LLC, a small business, in the amount of \$50,000.00 to provide professional services to facilitate the relocation of the City's Police operation to a centralized location. Services are expected to aid the City in determining the space and facility needs for the Police force to operate efficiently out of a modern facility.

Additionally, preliminary design services are required to aid the City's decision on where said facility could be constructed and the scope of construction activities (renovation, new construction, a combination). Lastly, alternative proposal services include the conceptual design of the needed improvements upon authorization by the City after a decision has been made as a result of the initial services.

Resolved by the Council of the City of Allentown, That

WHEREAS, Article 130.16 of the City's Administrative Code (recodified as §5-21) 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: Alloy5, LLC
2. Project or Contract Reference: RFP No. 2023-17 Feasibility Study for APD
3. Description of Service(s): To provide professional services to facilitate the relocation of the City's Police operation to a centralized location. Services are expected to aid the City in determining the space and facility needs for the Police force to operate efficiently out of a modern facility. Additionally, preliminary design services are required to aid the City's decision on where said facility could be constructed and the scope of construction activities (renovation, new construction, a combination). Lastly, alternative proposal services include the conceptual design of the needed improvements upon authorization by the City after a decision has been made as a result of the initial services.

NOW, THEREFORE, BE IT RESOLVED, on this the 21st day of June, 2023, 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.

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

Project or Contract Reference: RFP No. 2023-17 Feasibility Study for APD

TO: City Council, City Clerk, and Council Solicitor

FROM: Chief Charles Roca, Department Head

DATE: June 9, 2023

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.

BASCO PC d/b/a Buchart Horn Architects: 445 West Philadelphia Street, York, PA 17401 - \$43,500.00

MKSD, LLC: 1209 Hausman Road, Suite A, Allentown, PA 18104 - \$161,820.00

Schrader Group Architecture, LLC: 161 Leverington Avenue, Suite 105, Philadelphia, PA 19127 - \$181,822.00

USA Architects, Planners and Interior Designers, Ltd.: 20 North Doughty Avenue, Somerville, NJ 08876 - \$94,330.00

W2A Architects: 609 Hamilton Street, Suite 200, Allentown, PA 18101 - \$78,940.00

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

Alloy5, LLC: 530 West Broad Street, Bethlehem, PA 18018

Contract Consideration: \$50,000.00

Funding Source: 700-01-7804-0309-76

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

On March 22, 2023, the City advertised a solicitation for a qualified team to provide professional services to facilitate the relocation of the City's Police operation to a centralized location. Services are expected to aid the City in determining the space and facility needs for the Police force to operate efficiently out of a modern facility. Additionally, preliminary design services are required to aid the City's decision on where said facility could be constructed and the scope of construction activities (renovation, new construction, a combination). Lastly, alternative proposal services include the conceptual design of the needed improvements upon authorization by the City after a decision has been made as a result of the initial services. On April, 12, 2023 the public opening was held for which the City received six (6) proposals but one (1) proposal was rejected. Therefore, five (5) proposals were distributed to all committee members via Teams for evaluation. The technical evaluation was held on April 27, 2023. All committee members were present in person. The Proposals were scored based on the RFP requirements, IBE Preference (10 Points), Scope of Work (40 Points), Statement of Qualifications (30 Points) and References and Other Information (10 Points). Cost proposals were opened on April 27, 2023. Proposals were distributed to all committee members via Teams for evaluation after the completion of the technical evaluation. The cost evaluation committee meeting occurred on May 2, 2023. All scoring committee members were present in person. The committee members discussed the Cost proposal (20 Points). The Committee made the recommendation to not proceed with Oral interviews/presentations as they felt confident in deciding with the information provided in the Technical and Cost Proposals. The committee decided to award to the highest scoring firm based on the final score from the Technical and Cost Proposals. The committee is recommending award to Alloy5 LLC.

- Contract Term:

The contract term shall commence upon full execution and shall cease one (1) year thereafter.

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

Upon written agreement, this contract may be extended for up to an additional one (1) year beyond that contract expiration period.

- 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: Chief Charles Roca, Department Head

Copies To: Mayor
Director of Finance
Purchasing
Controller

Attachment: proposed resolution