



CITY OF ALLENTOWN

No. _____

RESOLUTION

R194 - 2025

Introduced by the Administration on December 17, 2025

Authorization for Contract with Barry Isett & Associates, Inc. in the amount of \$49,920.00 to provide detailed consulting and engineering services for a feasibility study including cost estimates for the City of Allentown for the proposed MLK Trail Phase 3 Project. The project area is located on City owned property and right-of-way but potentially may require easements or acquisition of property. Three (3) proposals were received. Contract shall commence upon full execution and shall cease one (1) year thereafter. Upon written agreement from the City, this contract may be extended for up to an additional two (2) one (1) year renewals beyond the contract expiration period at the same annual terms of the initial term.

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: Barry Isett & Associates, Inc.
2. Project or Contract Reference: RFP No. 2025-38 MLK Trail Phase 3 Feasibility
3. Description of Service(s): To provide detailed consulting and engineering services for a feasibility study including cost estimates for the City of Allentown for the proposed MLK Trail Phase 3 Project. The project area is located on City owned property and right-of-way but potentially may require easements or acquisition of property.

NOW, THEREFORE, BE IT RESOLVED, on this the 17th day of December, 2025, 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. 2025-38 MLK Trail Phase 3 Feasibility

TO: City Council, City Clerk, and Council Solicitor

FROM: Mandy Tolino, Department Head

DATE: December 4, 2025

Pursuant to City Ordinances, Article 130.16, this Recommendation of Award is before City Council for it's approval and award of the contract.

- Check Type of Contract or Change:

Awarded contracts over \$40,000.00 done through cooperative purchasing.

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.

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.

Larson Design Group, Inc. 3000 Westinghouse Dr. Suite 400, Cranberry Township, PA 16066
\$217,716.00

Michael Baker International, Inc. Two City Center, 645 West Hamilton Street, Suite 206, Allentown, PA 18101 \$100,000.00

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

Barry Isett & Associates, Inc. 5420 Crackersport Road, Allentown, PA 18104

Contract Consideration: \$49,920.00

Funding Source: 001-08-1663-1025-50046
001-08-1663-2025-50076

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

On October 8, 2025, the City advertised a solicitation for a qualified firm to provide detailed consulting and engineering services for a feasibility study including cost estimates for the City of Allentown for the proposed MLK Trail Phase 3 Project. The project area is located on City owned property and right-of-way but potentially may require easements or acquisition of property. On November 6, 2025, a public opening was held, for which three (3) proposals were received. The proposals were distributed to all committee members via Teams for evaluation. The Technical evaluation was held on November 24, 2025, all committee members were present. The proposals were scored based on the following: IBE Preference (10 Points), Ability to Meet RFP Requirements (15 Points), Firm's Experience (10 Points), and Project Plan (25 Points). The Cost Proposals were opened on November 6, 2025, and distributed to all committee members via Teams for evaluation after the Technical evaluation. The Cost evaluation was held on December 2, 2025, all committee members were present. The committee discussed the Cost proposal (50 Points). The committee decided not to hold oral interviews for this project. They have decided based on the Technical and Cost Proposal scores. The committee is recommending award to Barry Isett & Associates, Inc.

- 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 from the City, this contract may be extended for up to an additional two (2) one (1) year renewals beyond the contract expiration period at the same annual terms of the initial term.

- 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: Mandy Tolino, Department Head

Copies To: Mayor
Director of Finance
Purchasing
Controller

Attachment: Proposed Resolution