



CITY OF ALLENTOWN

No. \_\_\_\_\_

**RESOLUTION**

**R125 - 2023**

***Introduced by the Administration on August 2, 2023***

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**Authorization for Contract with All City Management Services, Inc. in the amount of \$720,241.20 per contract year to provide Crossing Guard Services, as needed by the City of Allentown. Terms.**

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***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: All City Management Services, Inc.
2. Project or Contract Reference: RFP 2023-16 Crossing Guard Services
3. Description of Service(s): The City seeks to obtain a qualified firm to establish and operate a multi-year contract for Crossing Guard Services, as needed by the City of Allentown.

**NOW, THEREFORE, BE IT RESOLVED** , on this the 2<sup>nd</sup> day of August, 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 2023-16 Crossing Guard Services

**TO:** City Council, City Clerk, and Council Solicitor

**FROM:** Chief Charles Roca, Department Head

**DATE:** July 25, 2023

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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.

**Everything Parking, Inc.** (d/b/a Park Inc Cross Safe): 4900 Old Pineville Road, Charlotte, NC 28217 - \$1,078,245.00

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

**All City Management Services, Inc.:** 10440 Pioneer Boulevard, Suite 5, Santa Fe Springs, CA 90670

Contract Consideration: 720,241.20

Funding Source: 000-04-0802-0001-46

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

On May 13, 2023, the City advertised a solicitation in order is to obtain proposals from qualified firms to establish and operate a multi-year contract for Crossing Guard Services, as needed by the City of Allentown. On June 16, 2023, the City held the technical opening, for which it received two (2) proposals. The technical evaluation was held on June 27, 2023, all committee members were present in person. The Proposals were scored based on the RFP requirements, IBE Preference (10 Points), Technical Proposal (50 Points), and Experience (30 Points). Cost proposals were opened on June 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 June 29, 2023. All scoring members were present in person. The committee members discussed the Cost proposal (20 points). The Committee made the recommendation to proceed with oral interviews and interviewed the two (2) firms. The oral interview meetings occurred on July 26, 2023. All City Management Services, Inc. presented at 9:00AM and Everything Parking Inc. presented at 10:00AM. All scoring members were present in person. An evaluation committee completed both technical and cost evaluations on the proposals and oral interviews. The committee decided to award based on the firm's qualifications and overall score. The committee is recommending award to All City Management Services, Inc.

- Contract Term:

The initial contract period shall be for the 2023-2024 school year and shall commence on August 1, 2023, and cease on July 31, 2024.

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

The contract may be extended for a maximum of three (3) additional one (1) year renewal terms (i.e., 2024-2025 School Year, 2025-2026 School Year, 2026-2027 School Year), upon mutual written agreement.

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

The total cost for the services shall not increase more than five (5%) percent, per year, for any renewal term.

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.

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By: Chief Charles Roca, Department Head

Copies To: Mayor  
Director of Finance  
Purchasing  
Controller

Attachment: proposed resolution