



CITY OF ALLENTOWN

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

**RESOLUTION**

**R53 - 2025**

***Introduced by the Administration on May 7, 2025***

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Authorization for Contract with Michael Baker International, Inc. in the amount of **\$238,135.45** for professional design services for school zone improvements funded through the Transportation Alternatives Set-Aside (TASA) Grant. These improvements aim to enhance pedestrian safety and accessibility near schools by implementing both updates to existing infrastructure and the establishment of new school zones. Three (3) proposals were received, contract shall be for one (1) year with one (1) additional one (1) year renewal beyond the contract expiration period.

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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: Michael Baker International, Inc.
2. Project or Contract Reference: RFP No. 2025-08 Allentown School Zone Safety Enhancement Project
3. Description of Service(s): For professional design services for school zone improvements funded through the Transportation Alternatives Set-Aside (TASA) Grant.

**NOW, THEREFORE, BE IT RESOLVED**, on this the 7<sup>th</sup> day of May, 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. 2025-08 Allentown School Zone Safety Enhancement Project

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

**FROM:** Mark Shahda, Department Head

**DATE:** April 14, 2025

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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:

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

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.

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.

**Bowman Consulting Group Ltd.:** 840 W. Hamilton St., Suite 622, Allentown, PA 18101 - \$316,125.00

**Traffic Planning and Design, Inc.:** 1720 Spillman Dr., Suite 260, Bethlehem, PA 18015 - \$119,966.00

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

**Michael Baker International, Inc.:** 645 W. Hamilton St., Suite 206, Allentown, PA 18101 -

Contract Consideration: \$238,135.45

Funding Source: 001-03-2044-1524-50046

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

On February 21, 2025, the City advertised a solicitation for professional design services for school zone improvements funded through the Transportation Alternatives Set-Aside (TASA) Grant. These improvements aim to enhance pedestrian safety and accessibility near schools by implementing both updates to existing infrastructure and the establishment of new school zones. On March 21, 2025, a

public opening was held, for which three (3) proposals were received, which were distributed to all committee members via Teams for evaluation. The Technical evaluation was held on March 31, 2025, all committee members were present. The proposals were scored based on the following: IBE Preference (10 Points), Project Understanding and Approach (20 Points), Experience & Qualifications (20 Points), Timeline (20 Points), and References (10 Points). The Cost Proposals were opened on March 31, 2025, and distributed to all committee members via Teams for evaluation after the Technical evaluation. The Cost evaluation was held on April 7, 2025, all committee members were present. The committee discussed the Cost proposals (30 Points). The committee decided to not move forward with Oral presentation. The committee is recommending award to Michael Baker International, 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, this contract may be extended for up to an additional one (1) year beyond the 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.

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By: Mark Shahda, Department Head

Copies To: Mayor  
Director of Finance  
Purchasing  
Controller

Attachment: proposed resolution