

**CITY OF BETHLEHEM**  
**INTER-DEPARTMENTAL CORRESPONDENCE**

**SUBJECT:** Request for Approval by City Council of Contract Award or Contract Price Increase Pursuant to City Ordinance, Article 121.05 (a)

Project or Contract Reference: Bethlehem Wastewater Plant – Primary Digester No. 2 Dome Replacement Project

**TO:** City Council, all members, and Council Solicitor

**FROM:** Edward J. Boscola, PE, Director of Water and Sewer Resources

**DATE:** January 1, 2015

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On behalf of the Administration, pursuant to City Ordinances, Article 121.05, I request City Council's approval of the following recommendation of the referenced contract award or price increase.

- Check Type of Contract or Change:

The contract is for over \$50,000 and required to be bid under the Third Class City Code. We have advertised the above referenced project and received qualified bids. We recommend award of the contract to the bidder identified and for the reasons stated below.

The recommendation is for a price increase of 10% or more for an existing contract over \$50,000 that was previously bid and awarded under the Third Class City Code.

The contract is for the engagement of professional services. We have received one (1) proposal for professional services in connection with above referenced project. We recommend award of the contract to Arcadis U.S., Inc.

- Is the contract appropriation or price increase included in this year's budget?  yes  no

2015 Sewer Capital budget

- Identify contract funding sources (general fund, grants, loans, etc.....):

Account #008A-88149 – Primary Digester 2 Upgrades

- The name and address of the recommended Professional Service Provider are:

Arcadis U.S., Inc  
640 Freedom Business Center

Suite 310  
King of Prussia, PA 19406  
Philip J. McLachlan, Project Manager

- Term of contract or estimated completion date, subject to standard extensions:

The contract shall run from the Notice to Proceed until December 31, 2015.

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

The work under this Professional Services Agreement is to be broken out into 3 phase. The first phase is the design phase services and will include an evaluation of the options for the replacement of the dome roof on Primary Digester #2. Once an option is selected a detailed design including demolition and replacement will be performed. This will also include drawings and specifications that will be used during the bidding phase. The second phase is the Bid Phase Services which will include attendance at a Pre-Bid meeting, assistance with uploading of documents to PennBID, answering of bidder's questions, preparation of any Addendum and review of bids and recommendation of award. The final phase is the Construction Phase Services which include attendance at a pre-construction meeting, review of contractor shop drawings and RFI's, attendance at progress meetings, on site resident project representative, project management, record drawings and project close out and testing and startup assistance. The total for all three phases is \$224,200.

- State the actual or estimated price to the City or the proposed Department budget allowance for the initial term; and state payment rate per unit of service if applicable:

\$224,200

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

We anticipate this contract may need to be extended into 2016 as the construction phase is expected to begin in the second half of 2015 and may extend into 2016.

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

\$224,200

- Reasons for recommendation of Administration and Council approval of contract:

During the original Digester/Waste Activated Sludge Improvement project it was discovered that the condition of PD 2 was too deteriorated to continue with the work as originally planned. Since Arcadis performed the design, bidding and contract administration for the Digester/Waste Activated Sludge Improvement project they have all plans, specs and

drawing documentation which otherwise would need to be recreated should we pursue a proposal from a new firm as well as increase our costs.

The final fee was arrived at through negotiation with Arcadis. This resulted in a 20% savings from their original proposal.

Please approve this recommendation by passing the accompanying resolution. A vote of final approval is requested at the first City Council agenda listing of this matter.

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By: 

Copies To: Mayor  
Director of Administration  
Director of Budget and Finance  
Law Bureau  
Purchasing Bureau  
Controller  
Attachment: proposed resolution

RESOLUTION NO. \_\_\_\_\_

Authorization for Contract or Amendment under Article 121.05(a)

BE IT RESOLVED by the Council of the City of Bethlehem that the Mayor and the Controller and/or such other City officials as deemed appropriate by the City Solicitor, are hereby authorized to 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 following named contractor, for the uses and purposes indicated in the supporting Recommendation of Award of Bid or Contract dated January 1, 2015:

1. Name of Contractor: Arcadis U.S., Inc
2. Project or Contract Reference: Bethlehem Wastewater Plant – Primary Digester No. 2 Dome Replacement Project

Sponsored by \_\_\_\_\_  
\_\_\_\_\_

ADOPTED by Council this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_.

\_\_\_\_\_  
President of Council

ATTEST:

\_\_\_\_\_  
City Clerk