

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

**SUBJECT:** RECOMMENDATION FOR AWARD – HEIM CONSTRUCTION CO.  
(1 OF 4)

**TO:** J. WILLIAM REYNOLDS, Council President

**FROM:** JOSH BERK, Executive Director, Bethlehem Area Public Library

**DATE:** 23 JULY 2015

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Mr. Reynolds,

The Bethlehem Area Public Library requests the approval of Heim Construction (Orwigsburg, PA) as the general contractor for the Library's Room to Grow Phase III renovations, in the amount of \$442,650.

Heim Construction was the lowest bidder following a comprehensive open bidding process. The company has sufficient experience to complete a project of this type.

Funding for this project is provided by the Library and grant money from the Office of Commonwealth Libraries, Department of Education, with funds provided from the Keystone Recreation, Park and Conservation Fund. Please contact me with any questions. Thank you.

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By: Josh W. Berk

Josh Berk, Executive Director,  
Bethlehem Area Public Library

## CITY OF BETHLEHEM

**SUBJECT:** Request for Approval (1 of 4) by City Council of Contract Award or Contract Price Increase Pursuant to City Ordinance, Article 121.05 (a),

Project or Contract Reference:  
Room to Grow "Phase III" Bethlehem Area Public Library

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

**FROM:** Josh Berk, Executive Director, Bethlehem Area Public Library

**DATE:** 20 July 2015

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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:

X  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 and reviewed a proposal or proposals for professional services in connection with above referenced project or requirement for professional services. We recommend award of the contract.

- Is the contract appropriation or price increase included in this year's budget?  yes   \* X   no   
*\* NOT PART OF CITY'S BUDGET. LIBRARY WILL RECORD REVENUE & EXPENSES. MWA*
- Identify contract funding sources (general fund, grants, loans, etc.....):

**Funding for this project is provided by the Library and grant money from the Office of Commonwealth Libraries, Department of Education, with funds provided from the Keystone Recreation, Park and Conservation Fund.**

- The name and address of the recommended Contractor/Vendor/Professional Service Provider/Lowest Responsible Bidder is:

**Heim Construction Co., 1020 Chestnut Road, Orwigsburg, PA 17961**

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By: Josh W. Berk

Josh Berk, Executive Director,  
Bethlehem Area Public Library

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

**Estimated Completion is February 1, 2016.**

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

**The Work under the General Construction Contract includes selective interior demolition, architectural and structural construction including but not limited to: insulation and fireproofing; interior construction including partitions, doors, fittings, hardware and glazing; fire-protection; interior finishes; casework; commissioning, adjusting and training for all general construction contract equipment.**

- 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:

**There is no cost to the City; funding comes from the Department of Education and a match from the Library. Contract total: \$442,650.**

- Number of renewal term options and duration of each renewal, if any: **N/A**
- Maximum dollar value of all renewals provided for beyond the original term as if all renewals were exercised: **N/A**
- Reasons for recommendation of Administration and Council approval of contract:  
**Heim Construction was the lowest bidder following a comprehensive open bidding process. The company has sufficient experience to complete a project of this type.**

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.

By: \_\_\_\_\_

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

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 July 20, 2015:

1. Name of Contractor: Heim Construction Co.
2. Project or Contract Reference: Bethlehem Area Public Library – Room to Grow Phase III

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

\_\_\_\_\_

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

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

ATTEST:

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