

CITY OF BETHLEHEM
INTER-DEPARTMENTAL CORRESPONDENCE

SUBJECT: RECOMMENDATION FOR AWARD – JBM MECHANICAL, INC.
(3 OF 4)

TO: J. WILLIAM REYNOLDS, Council President

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

DATE: 23 JULY 2015

Mr. Reynolds,

The Bethlehem Area Public Library requests the approval of JBM Mechanical (Nazareth, PA) as the HVAC/plumbing contractor for the Library's Room to Grow Phase III renovation, in the amount of \$132,000.

JBM Mechanical, Inc. 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.

By: Josh W. Berk

Josh Berk, Executive Director,
Bethlehem Area Public Library

CITY OF BETHLEHEM

SUBJECT: Request for Approval (3 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

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 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 no ^{*}
- * NOT PART OF CITY'S BUDGET. LIBRARY WILL REWARD REVENUES & 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:

JBM Mechanical Inc., 3273 Gun Club Road, Nazareth, PA 18064

- 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:

All construction and other activities traditionally recognized as plumbing work and all construction and other activities traditionally recognized as HVAC work. This includes, but is not limited to: sinks & faucets; domestic water distribution; sanitary waste; plumbing connections; starting, adjusting commissioning and training for all plumbing equipment; hydronic distribution; exhaust fan systems; HVAC distribution including piping and ductwork; energy recovery and other HVAC equipment; HVAC instrumentation and controls; insulation for HVAC systems; ductwork accessories, registers and diffusers; starting, commissioning, adjusting and training for all HVAC contract equipment; coordination of HVAC testing, adjusting and balancing in conjunction with the City's Agents; mechanical connections to necessary 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: \$132,000.

- 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:
JBM Mechanical 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: JBM Mechanical Inc.
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