

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: WWTP – Fine Bar Screen and Detritor Upgrades Design, Bidding and Construction Services

TO: City Council, all members, and Council Solicitor

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

DATE: May 9, 2017

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 and reviewed four (4) proposals for professional services in connection with above referenced project. We recommend award of the contract to Spotts, Stevens and McCoy (SSM).

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

2017 Sewer Capital budget

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

Account #008A-880024

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

Spotts, Stevens and McCoy
1047 North Park Road
PO Box 6307
Reading, PA 19610-0307
Attn. Scott M. Carl, Sr.

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

The contract shall run for a period of 12 months from the Notice to Proceed.

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

The project is to be broken into three phases, Phase 1 – Design and Permitting of Bar Screens and Washer/Compactor; Phase 2 – Bidding & Construction Phase; Phase 3 – Basis of Design - Detritors. Work during Phase 1 is to include the design of upgrades to the existing fine bar screens. Work during this phase will also include all regulatory agency permitting and preparation of bid documents including necessary drawings and specifications. Work during Phase 2 is to include bidding and construction phase services. Work during Phase 3 is to include all work associated with preparing a Basis of Design Report for the evaluation of the existing detritors.

- 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:

\$52,175

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

We anticipate this contract to be completed by end of 2018.

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

\$52,175

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

Four (4) proposals were received from various consultants ranging in cost from \$52,175 to \$236,000. SSM prepared a proposal with a well-defined scope and they have staff with extensive experience in similar projects. SSM had the lowest proposal at \$52,175. Interviews were performed with two (2) of the firms and it was determined that SSM was the best qualified.

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

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 May 9, 2017:

1. Name of Contractor: Spotts, Stevens and McCoy
2. Project or Contract Reference: Fine Bar Screen and Detritor Upgrades
Project No. WW-17-W02

Sponsored by _____

ADOPTED by Council this _____ day of _____, 20__.

President of Council

ATTEST:

City Clerk