

CITY OF BETHLEHEM

DEPARTMENT OF PUBLIC WORKS INTEROFFICE MEMORANDUM

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

Project or Contract Reference: Design of Traffic Signal Upgrades at Broad and Linden Streets and at Elizabeth Avenue and Linden Street
TR-18-W01

TO: City Council, all members, and Council Solicitor

FROM: Michael Alkhal, P.E., Director of Public Works / City Engineer

DATE: June 7, 2018

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

Account #62017-66002

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

Robert Hoffman, P.E., PTOE
Senior Project Manager
Traffic Planning and Design, Inc.
812 W. Hamilton Street, Suite 402
Allentown, PA 18101

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

October 31, 2019

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

This project is for consulting services support to the City for the design and permitting of upgrades for the referenced intersections. The Design Engineer will be responsible for the evaluation of the existing conditions, including existing utilities, intersection design, and current ramp layouts and slopes. In addition, a capacity analysis will be performed to evaluate the existing volumes, signal timing and phasing, and queue lengths and delay. This information will then be used to develop the signal permit plans, and secure approval from PennDOT. Additionally, the Design Engineer will be available during the construction phase for consultation and assistance to in-house staff as needed.

- 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:

\$36,000.00

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

Not anticipated

- 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:

Proposals were solicited and received from six (6) design firms for the design and permitting of the Traffic Signal Upgrades. After reviewing each proposal, the City has decided to award the contract to Traffic, Planning and Design, Inc. Their fee proposal, as well as the RFP, is included with this memorandum.

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.

Attachment

Copies To: Mayor Donchez
Eric Evans
Mark Sivak
C. Bartera
Controller
Sandy Steidel
M. Dorner
D. Bachman
T. Wells
File/xc

By: 

Michal Alkhal P.E.

Title: Public Works Director/City Engineer

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 _____:

1. Name of Contractor: Traffic Planning and Design, Inc.
2. Project or Contract Reference: Design of Traffic Signal Upgrades at Broad and Linden Streets and at Elizabeth Avenue and Linden Street

Sponsored by _____

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

President of Council

ATTEST:

City Clerk