

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 Electrical Systems Master Plan and Maintenance and Testing Program Development

TO: City Council, all members, and Council Solicitor

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

DATE: February 27, 2020

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 proposals for professional services in connection with the above referenced project. We recommend award of the contract to D'Huy Engineering, Inc.

- Is the contract appropriation or price increase included in this year's budget? X yes ___no

2020 Sewer Capital Fund

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

Account #008A-88012 – WWTP Electrical Sub-Station Replacement

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

D'Huy Engineering, Inc.
One East Broad Street, Suite 310
Bethlehem, PA 18018

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

The contract shall run from the Notice to Proceed until December 31, 2020.

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

Engineering services to develop an electrical system master plan and maintenance and testing program for the electrical sub-stations, power cabling, and switchgear at the wastewater treatment plant. This program will form the basis for design development for the eventual overhaul and/or replacement of plant electrical equipment due to age and condition. The project will be completed in two phases: Phase 1 – Development of maintenance and testing program and RFP for public bidding for contractors to perform specified electrical testing and evaluation of system components; and Phase 2 – Development of an electrical systems master plan which will form the basis for a 10 year capital improvement plan.

- 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:

\$129,000

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

None

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

\$129,000

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

D'Huy was selected due to price, experience with similar projects, familiarity with the site, and professional recommendations.

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: Edward J. Bosola

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 February 27, 2020:

1. Name of Contractor: D'Huy Engineering, Inc.
2. Project or Contract Reference: WWTP Electrical Systems
Master Plan and Maintenance and Testing Program
Development

Sponsored by _____

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

President of Council

ATTEST:

City Clerk