

# CITY OF BETHLEHEM

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## DEPARTMENT OF PUBLIC WORKS INTEROFFICE MEMORANDUM

**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: S. New Street Streetscape Enhancement Project  
MS-17-W08

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

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

**DATE:** May 8, 2020

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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 #66080-69999

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

Keiko Tsuruta Cramer, ASLA, Principal  
WRT Design  
1700 Market Street, Suite 2800  
Philadelphia, PA 19103

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

December 31, 2020

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

In 2018, the City sought and received \$1,000,000 from the Multimodal Transportation Fund to design and implement streetscape improvements on S. New Street from 3<sup>rd</sup> Street to Morton Street. These anticipated improvements include, but are not limited to: a gateway to the southside, traffic calming, transit connection, and multiuse trail connection (South Bethlehem Greenway). The designs will incorporate the Greenway crossing across New Street, as well as a concept for Farrington Square to further connect Lehigh University to the south side. The City entered into an agreement with a design consultant (WRT Design) for the amount of \$248,186 in 2018 to complete the concept design and preliminary design for the S. New Street corridor.

Currently, the project is in preliminary / final design and this request is for additional services specific to a customized bus shelter. The proposed bus shelter is not a standard shelter, but more of a functional art piece, providing space for those waiting for a bus, as well as a gathering place for activities on the Greenway. Included with this request is an image of the proposed shelter. The bus shelter design (see attached proposal from WRT in the amount of \$65,820.00) will include the layout plan, elevations and details of the bus shelter as well as construction oversight, review of submittals, etc.

In total, the City is requesting an increase to the current professional services agreement with the consultant of \$65,820.00.

- 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:

\$65,820.00

- 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:

WRT has completed the concept plan for the S. New Street Streetscape Improvements and the City is moving the project into final design, specifically for the unique bus shelter.

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.

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MA/mob

Attachment

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

By:   
Title: Public Works Director/City Engineer



April 24<sup>th</sup>, 2020

Ms. Tiffany Wells  
Traffic Superintendent  
10 East Church Street  
Bethlehem, PA 18018

**Re: South New Street Streetscape Enhancement  
Additional Services: Bus Shelter Design (DD-CA) Proposal\_Revised  
WRT # 8174.01**

Dear Tiffany,

We are pleased to submit the additional services fee proposal, in the lump sum fee amount of \$65,820.00 (Included estimated not-to-exceed reimbursable \$1,200), to provide the additional Bus Shelter Design Services from Preliminary Design through the Construction Administration Phases (DD-CA) in comprehending the South New Street Streetscape Enhancement project.

- The bus shelter conceptual design was presented to the public in the 2<sup>nd</sup> Open House on March 26, 2019
- It is assumed the Bus Shelter design will be part of the Streetscape Enhancement project Bid Documents.
- It is assumed the construction of the Bus Shelter as part of the Streetscape Enhancement construction phase.

Services includes:

- Landscape Architectural & Architectural Design – WRT
- Structural Engineering – CVM
- Lighting Design – BEAM
- Cost Estimating – ICI

#### SCOPE OF SERVICES

##### Task 2: Preliminary Design (Design Development) Phase

WRT team will incorporate Bus Shelter design direction received from the Conceptual Design phase and develop into Preliminary Design (60% CDs) Documents.

- Develop Preliminary Design (60% CDs) Drawings and Technical Specifications Outlines
- Provide Preliminary Design (60% CDs) Cost Estimating
- Review 60% Construction documents with COB

*Deliverables:*

- o 100% Preliminary Design Drawings (PDF format)

##### Task 3: Final Design (Construction Documentation) Phase

WRT team will finalize the Bus Shelter design and prepare construction drawings to be included in the Bid package.



- Develop Final Design (90% CDs) Drawings and Technical Specifications
- Provide Final Design (90% CDs) Cost Estimating
- Review 90% Construction documents with COB

**Deliverables:**

- o Bid Documents (Drawings & Technical Specs (PDF format))

**Task 4: Construction Administration**

WRT will provide Construction Administration Services for the Bus Shelter for the duration of its construction.

- Participate Pre-bid Conference.
- Participate Preconstruction Meeting: It is assumed the subject of Bus Shelter will be part of the Streetscape Improvements preconstruction meeting.
- Assist Bid Analysis.
- Conduct (3) on-site meetings as related to the construction of the Bus Shelter. (attended by Project Architect)

Provide the following:

- o Field report from the site visit.
- Review RFIs, Shop drawings & Submittals.
- Prepare (1) punchlist
- Perform substantial completion walkthrough.

**FEE PROPOSAL**

The proposed lump sum fee is allocated to the phases of services as follows:

Design Development Phase	\$15,745.00
Construction Document Phase	\$27,925.00
Construction Administration	\$20,950.00
<u>Reimbursables</u>	<u>\$1,200.00</u>
Total DD – CA	\$65,820.00

We look forward to continuing our work together to fully execute this important design scope through construction.

Sincerely,

Keiko Tsuruta Cramer, ASLA  
Principal-In-Charge

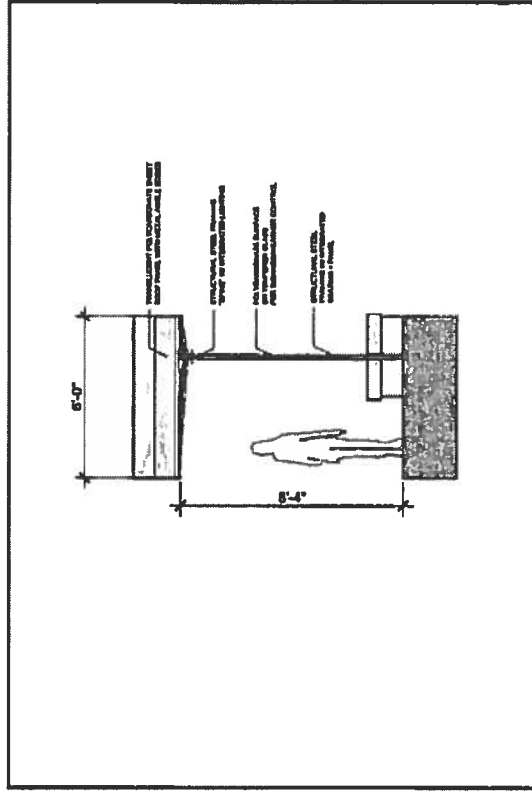
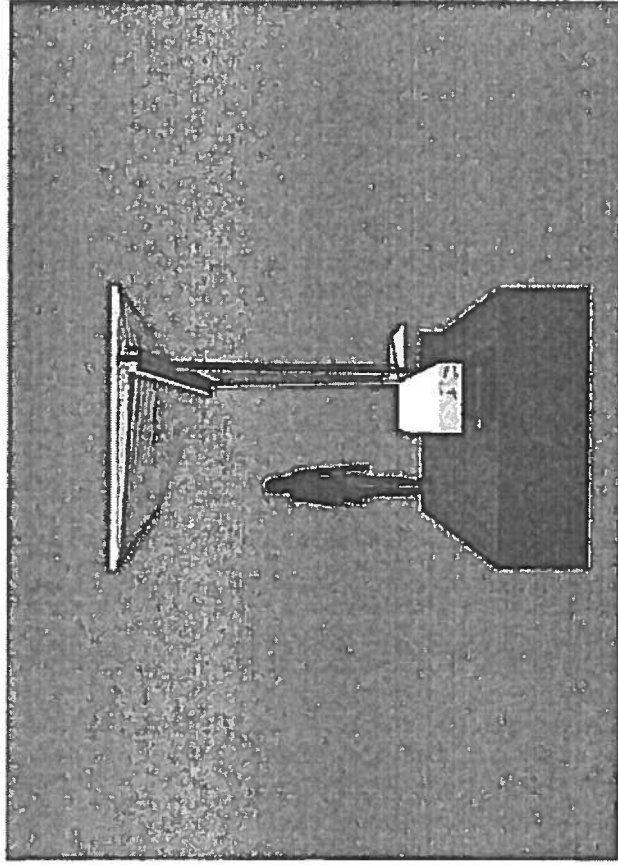
Misa Hsinyi Chen, ASLA  
Senior Associate, Project Manager

cc: Darlene Heller, City of Bethlehem  
Erin K.M. Roark, WRT

# BUS SHELTER

CONCEPTUAL DESIGN + THINKING

## CONCEPTUAL ELEVATIONS:



SOUTH ELEVATION

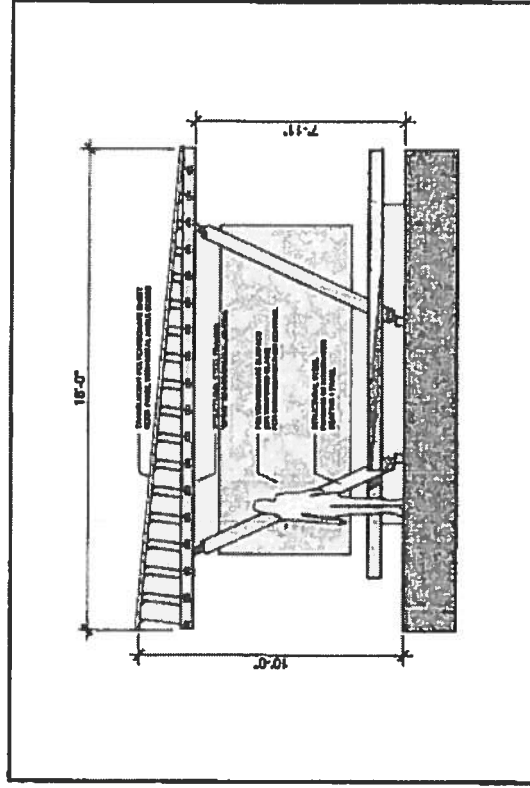
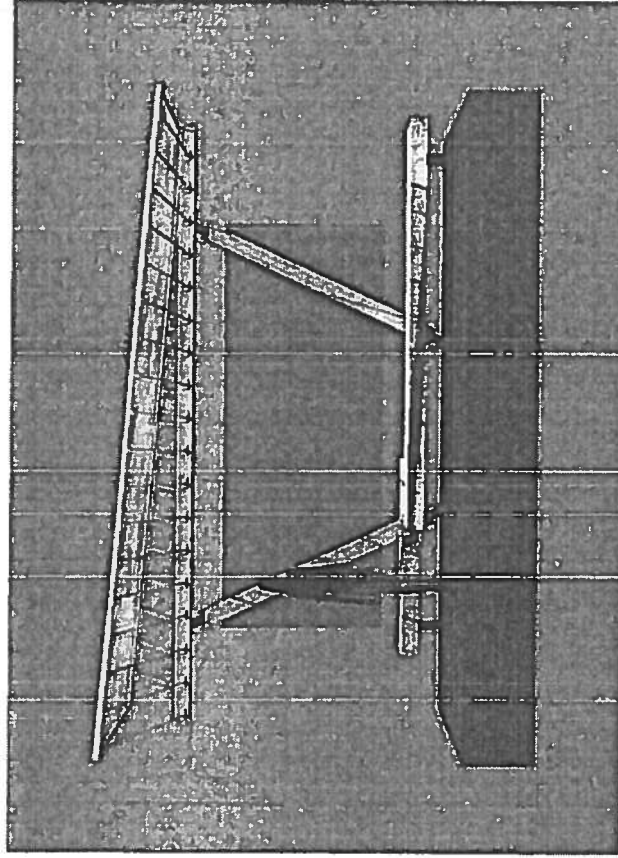
SCALE: 1/4" = 1'-0"

0' 4' 8'

**SONEW ST**

**BUS SHELTER**  
CONCEPTUAL DESIGN + THINKING

CONCEPTUAL ELEVATIONS:



WEST ELEVATION

SCALE: 1/4" = 1'-0"



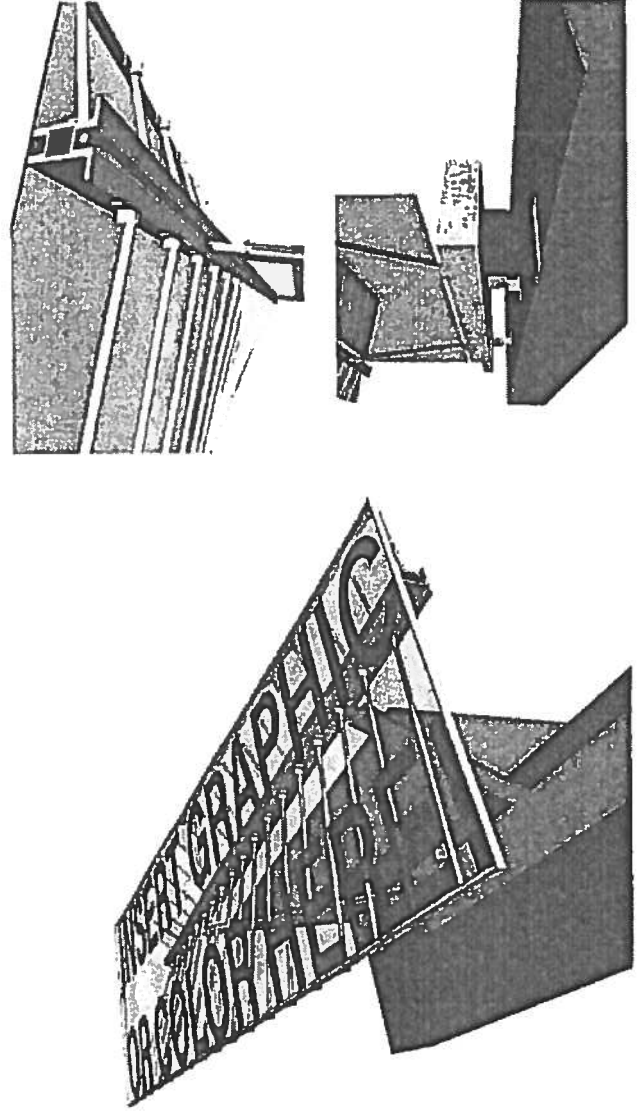
**SONEW ST**

# **BUS SHELTER**

CONCEPTUAL DESIGN + THINKING

## CONCEPTUAL STRUCTURE:

Maximizing the use of standard size steel members (metal plates, HSS tubes, angles and channels), the structural components of the bus shelter aim to create a unique form with a simple kit of parts. The angular structural steel columns support both the precast concrete bench, as well as the polycarbonate (or tempered glass) panel for signage and wind/weather control. The structural spine supports both lighting integration as well as the polycarbonate canopy.



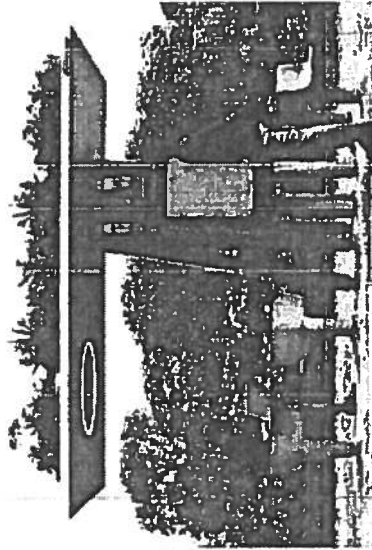
**SO NEW ST**



# BUS SHELTER

CONCEPTUAL DESIGN + THINKING

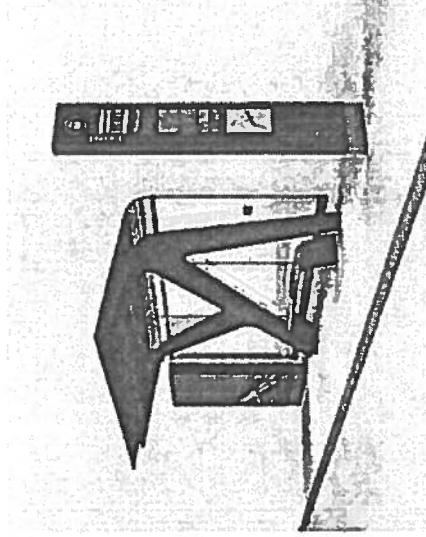
## STRUCTURE PRECEDENTS:



A bus shelter that can also accommodate other programs and user groups, so when it is not being used by LANITA ridership, it can accommodate educational or artistic uses that complement the South New Street streetscape.



A shelter that works as a system of components: one canopy, with a variety of seating, signage, and protective surfaces that can "plug in" to the system to accommodate varying locations and site specific requirements.



The system of components can be developed as part of a larger framework that is accessible and adapts to varying conditions of different bus shelter locations, with elements designed to plug into the structure of the canopy.

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:

1. Name of Contractor: Keiko Tsuruta Cramer, ASLA, Principal WRT Design
2. Project or Contract Reference: S. New Street Streetscape Enhancement Project MS-17-W08

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

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

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

ATTEST:

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