

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: Minsi Trail Sanitary Sewer Siphon Access Improvement

TO: City Council, all members, and Council Solicitor

FROM: Edward J. Boscola, P.E. – Director of Water & Sewer Resources

DATE: August 13, 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 three (3) proposals for professional services in connection with above referenced project. We recommend award of the contract to Van Cleef Engineering Associates, Inc.

- Is the contract appropriation or price increase included in this year's budget? yes no
- Identify contract funding sources (general fund, grants, loans, etc.....):

Sewer Capital Account 008A-88002 – Collection System New/Renewal

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

Van Cleef Engineering Associates, Inc.
520 N New Street
Bethlehem, PA 18018

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

3 months from the Notice to Proceed

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

The project scope includes design and permitting for access stairs and platforms at the Minsi Trail sanitary sewer siphon manholes on both the north and south side of the Lehigh River. These manholes are difficult to access due to the embankment along the river and the terrain. The stairs and platforms will make it safer for City workers to access and maintain this infrastructure.

- 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:

\$24,500

- 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:

N/A

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

Three (3) proposals were received from competent engineering consultants ranging in cost from \$24,500 to \$74,700. An interview was conducted with the firm with the lowest price proposal. It was determined that Van Cleef Engineering Associates prepared a responsive proposal and it is recommended that a contract be awarded.

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.

Copies To: Mayor
Director of Administration
Director of Budget and Finance
Law Bureau
Purchasing Bureau
Controller
Project Manager
Attachment: proposed resolution



Department Head

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 August 13, 2020.

1. Name of Contractor: Van Cleef Engineering Associates, Inc.
2. Project or Contract Reference: Minsi Trail Sanitary Sewer Siphon Access Improvements

Sponsored by _____

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

President of Council

ATTEST:

City Clerk