

**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: Broadway Sanitary Sewer Replacement

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

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

**DATE:** January 8, 2021

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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 proposals for professional services in connection with the above referenced project. We recommend award of the contract to Rettew Associates, Inc.

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

2021 Sewer Capital Fund

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

Account #008A-88007 – Act 537 Collection System

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

Rettew Associates, Inc.  
3020 Columbia Avenue  
Lancaster, PA 17603

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

The contract shall run from the Notice to Proceed until December 31, 2021.

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

The City was awarded a \$525,000 H2O PA Grant to help fund the partial replacement of sanitary sewer main along Broadway from the Fountain Hill boundary to East Third Street in the City. The City's Act 537 Plan identified insufficient capacity in this sanitary trunk line and recommended upsizing it to handle normal and wet-weather flows. The original design was completed by Rettew in 2014 but the project was shelved due to lack of funding. With the grant and available monies in the sewer capital budget, we can move forward with completing a portion of the project. Future phases will be done as additional grant money becomes available. This new contract with Rettew will involve reviewing and updating the design, coordination with Fountain Hill and other utilities, bidding, and construction administration services.

- 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:

\$90,800

- 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:

Rettew completed the original design documents and is familiar with the project and has the available resources and professional experience with similar projects.

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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By: Edward J. Boscola

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 January 8, 2021:

1. Name of Contractor: Rettew Associates, Inc.
2. Project or Contract Reference: Broadway Sanitary Sewer Replacement

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

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

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

ATTEST:

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