

**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: 2022 18 1111 Johnston Detention Basin Improvements

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

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

**DATE:** January 13, 2022

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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.

  X   The contract is for the engagement of professional service.

- Is the contract appropriation or price increase included in this year's budget?   X  yes   \_\_\_no
- Identify contract funding sources (general fund, grants, loans, etc.....):

Storm Water Fund-Department Contracts: 012A-42047

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

Herbert, Rowland & Grubic, INC.  
501 Allendale Road, Suite 203  
King of Prussia, PA 19406

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

90 days

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

The existing detention basin located at 1111 Johnston Drive at the intersection of Johnston Drive and Beaufort Drive has over the years developed several sink holes within its premises that were repaired with concrete flowable fill. This has affected the permeability of the swale within the basin. The swale also has an improperly modified outlet due to past clogging. This professional services contract is to perform a detailed geotechnical analysis and hydraulic and hydrologic analysis to identify the potential for continuing sinkhole activities, identify measures to mitigate future sinkhole activities, and design the required improvement to the basin to recover original intended use and advance to construction.

- 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:

\$23,859.00

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

N/A

- 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:

We solicited four (4) and received three (3) proposals ranging in price from \$23,859 to \$29,000. Herbert, Rowland & Grubic, Inc.'s. proposal was the most responsive in meeting the project scope/needs and have demonstrated substantial project experience/expertise 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:   
Department Head

Copies To: Mayor  
Director of Administration  
Director of Budget and Finance  
Law Bureau  
Purchasing Bureau  
Controller  
Chief of Engineering  
Project Manager, Sara Aldarondo  
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

1. Name of Contractor: Herbert, Rowland & Grubic, INC.
2. Project or Contract Reference: 2022 18 1111 Johnston Detention Basin Improvements

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

\_\_\_\_\_

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

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

ATTEST:

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