

**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 25 Traffic Signal Upgrades at Club Avenue & Union Boulevard, and Linden Street & Goepp Street

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

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

**DATE:** March 1, 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 services. We have received a proposal for professional services in connection with above referenced project. We recommend award of the contract to:

- 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.....):  
69000-66002
- The name and address of the recommended Professional Service Provider are:

Traffic Planning and Design, Inc.  
1720 Spillman Drive, Suite 260  
Bethlehem, PA 18015

- Term of contract or estimated completion date, subject to standard extensions:  
December 31, 2022

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

This contract is for the design and permitting of traffic signal upgrades to current standards and regulations for the intersections of Union Boulevard & Club Avenue, and Linden Street & Goepp Street per our Traffic Maintenance 5-Year Capital Program. Construction of the upgrades is planned/budgeted for 2023.

- 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:

\$30,400

- 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:

The City solicited proposals and received two (2) proposals for the design and permitting of the two intersections ranging \$30,400 to \$34,000. Traffic Planning and Design, Inc. (TPD) provided the lower cost proposal, was responsive to our Request for Proposals (RFP), and has demonstrated experience with and has performed this similar work for the City in the past.

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  
Project Manager  
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: Traffic Planning and Design, Inc.
2. Project or Contract Reference: 2022 25 Traffic Signal Upgrades at Union Blvd and Club Ave, Linden St and Goepp St

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

\_\_\_\_\_

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

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

ATTEST:

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