

**CITY OF BETHLEHEMA-
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 46 Greenway New and 3rd

TO: City Council, all members, and Council Solicitor

FROM: Tiffany Wismer, DCED Business Manager

DATE: 6/30/2022

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: Mahan Rykiel Associates Inc.

- Is the contract appropriation or price increase included in this year's budget? ___yes ___X___no
- Identify contract funding sources (general fund, grants, loans, etc.....):0305-42047 & 009A-90920
- The name and address of the recommended Professional Service Provider are:
Mahan Rykiel Associates Inc.
Whitehall Mill
3300 Clipper Mill Rd. Suite 200
Baltimore, MD 21211
- Term of contract or estimated completion date, subject to standard extensions:
3/30/2023

- Description of project or scope of services to be provided:
The project includes the conceptual design of the section of the Greenway between S New Street and W Third Street, along with the related public involvement and outreach to achieve public input.
- 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
0305-42047-\$16,000: Two developers will individually contribute \$8,000
009A-90920-\$8,500: CDBG grant funds
- 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:
NONE
- Reasons for recommendation of Administration and Council approval of contract:
The proposal accurately reflects all of the project requirements to achieve conceptual design for this area. The consultant team has the required experience and qualifications and has completed high quality urban park projects for similar communities.

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.

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:
2. Project or Contract Reference:

Sponsored by _____

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

President of Council

ATTEST:

City Clerk