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 57 Stark Pool Design Services

TO: City Council, all members, and Council Solicitor

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

DATE: October 26, 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.

  ___✓___ 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?__✓_yes   ___no

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

  69000-66019

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

  Aquatic Facility Design, Inc.
  183 Moore Street
  Millersburg, PA 17061

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

May 31, 2023

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

  This PSA is to provide concept & feasibility design services for structural repairs and/or renovations for Stark pool.

- 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:

  $33,900.00

- 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:

  Based on their expertise/experience in pool design and pursuant to review of their proposal, we recommend to proceed with Aquatic Facility Design to provide professional services and design recommendations for the referenced project.

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:_____
Title: Director of Public Works

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: Aquatic Facility Design, Inc.

2.   Project or Contract Reference: 2022 57 Stark Pool Design Services

Sponsored by _____

_____

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

_____
President of Council

ATTEST:

_____
City Clerk