

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 58 Willow Brook Road Water Main Relocation

TO: City Council, all members, and Council Solicitor

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

DATE: November 18, 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 and reviewed three proposals for professional services in connection with above referenced project. We recommend award of the contract to Colliers Engineering & Design, Inc.

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

2022 Water Capital Fund

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

Account #007A-77005 – Replace, Relocate, Rehabilitate Distribution System

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

Colliers Engineering & Design, Inc.
941 Marcon Blvd, Suite 801
Allentown, PA 18109

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

The contract shall run from the Notice to Proceed until December 31, 2023.

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

Engineering services to design the relocation of a section of 30-inch water main along Willow Brook Road in Allen Township, Northampton County. Work will be coordinated with Northampton County's plan to replace County Bridge No. 124 on Willow Brook Rd. Deliverables include plans and specifications, PaDEP stream-crossing permit, survey for property easement, and construction phase 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:

\$61,370

City will enter into a cost-sharing agreement with Northampton County to split design and construction costs.

- 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:

\$61,370

- Reasons for recommendation of Administration and Council approval of contract:

Three proposals were received in response to the RFP. All firms have comparable experience and appropriate staff expertise. Colliers offered the lowest cost and best value.

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: 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 November 18, 2022:

1. Name of Contractor: Colliers Engineering & Design, Inc.
2. Project or Contract Reference: 2022 58 Willow Brook Road
Water Main Relocation

Sponsored by _____

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

President of Council

ATTEST:

City Clerk