

**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: 2023 10 Monocacy Way Phase II Design

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

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

**DATE:** January 3, 2024

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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.....):

|          |           |             |
|----------|-----------|-------------|
| STATE    | \$441,000 | 69999-66091 |
| REC FEES | \$441,000 | 69999-66091 |

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

LVL Engineering Group  
559 Main St, Suite 230  
Bethlehem, PA 18018

- Term of contract or estimated completion date, subject to standard extensions: 12/31/2025

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

The Monocacy Way Trail Improvements project phase II will provide approximately 3,000 ft of paved recreational trail from Schoenersville Road to Union Boulevard, this will also include replacement of wooden boards along an elevated wooden walkway. Improvements will continue from Union Boulevard to the D&L trail at Sand Island and will include but not be limited to installation of wayfinding signs, railroad crossing signs, ADA ramps, and crosswalk improvement.

- 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:

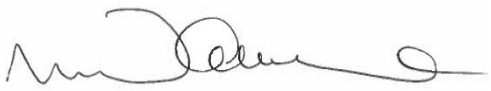
\$88,802.00

- 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:

The Bureau of Engineering issued a Request For Proposals (RFP) for design services and received responses from four (4) engineering consulting firms ranging from \$88,802 to \$183,520. LVL Engineering was the lowest responsible proposal and will provide the required services as outlined on the RFP.

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:   
Director of Public Works & City Engineer

Copies To: Mayor  
Director of Administration  
Director of Budget and Finance  
Law Bureau  
Purchasing Bureau  
Controller  
Project Manager  
Deputy Director of Public Works  
Attachment: Proposed resolution

**RESOLUTION NO. 2024-\_\_\_\_\_**

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 1/3/2024.

1. Name of Contractor: LVL Engineering Group
2. Project or Contract Reference: 2023 10 Monocacy Way Phase II Design

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

\_\_\_\_\_

ADOPTED by Council this \_\_\_\_\_ day of \_\_\_\_\_, 2024.

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

ATTEST:

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