

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: 2024 12 Applebutter Rd Pump Station Upgrades
Engineering Services

TO: City Council, all members, and Council Solicitor

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

DATE: April 24, 2024

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.

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

2024 Sewer Capital Fund

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

Sewer Capital Fund Account 008A-88027

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

Keystone Consulting Engineers, Inc.
5012 Medical Center Circle, Allentown, PA 18106

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

Estimated Completion – July 1, 2025

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

Consultant shall provide professional engineering services to assist the City with upgrades to the Applebutter Rd Sanitary Sewer Pump Station. These upgrades are the result of recommendations provided by Borton-Lawson Engineering, Inc. in their report (solicited by the City in 2022) which evaluated ongoing capacity issues at the station. Services to include design and procurement coordination, shop drawing review, contractor coordination, and on-site inspection services during construction.

- 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:

\$51,197.60

- 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:

Keystone Consulting Engineers, Inc. supplied a competitive proposal which comprehensively addressed the requirements of the City's request for proposal. They have ample experience on similar sewer infrastructure projects including with other municipalities as attested by their provided qualification references. Their fee is commensurate with this scope of work.

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. 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.

1. Name of Contractor: Keystone Consulting Engineers, Inc.
2. Project or Contract Reference: 2024 12 Applebutter Rd Pump Station
Upgrades Engineering Services

Sponsored by _____

ADOPTED by Council this _____ day of _____, 2024.

President of Council

ATTEST:

City Clerk