

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 37 Sewer Model Updates Engineering Services

TO: City Council, all members, and Council Solicitor

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

DATE: July 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 Fund

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

Sewer Fund Account 3003-42055 – Professional Services

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

Remington & Vernick Engineers II, Inc.
600 W. Hamilton St, Suite 320, Allentown, PA 18101

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

Estimated Completion – February 28, 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 sanitary sewer modeling software which allows the City to evaluate the impact of proposed developments and improvement projects on the sewer collection infrastructure. These upgrades are necessary as the current software package is over 20 years old and is not compatible with modern PCs. In addition, many areas of the existing model are no longer up-to-date with changes made to the sewer system since the model was originally programmed. Services are to include software recommendations, conversion of existing model data, model build-out/surveying for deficient areas, flow metering/model calibration, and City employee training in the use of the new software.

- 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:

\$60,012.00

- 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 City received four (4) proposals for this project. Remington & Vernick Engineers submitted a competitive proposal which comprehensively addressed the requirements of the request for proposals and they are currently working successfully with other municipalities to implement projects of a similar scope. Their fee is commensurate with the 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: Remington & Vernick Engineers II, Inc.
2. Project or Contract Reference: 2024 37 Sewer Model Updates
Engineering Services

Sponsored by _____

ADOPTED by Council this _____ day of _____, 2024.

President of Council

ATTEST:

City Clerk