

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: 2025 20 Trench Restoration Project Phase 4

TO: City Council, all members, and Council Solicitor

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

DATE: May 7, 2025

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

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

- Water Capital Funds: 007A-77026
- Sewer Capital Funds: 008A-88026
- Non-Utility Capital Funds: 69024-66058

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

Great Western Services, Inc.
120 W Union Street
Allentown, PA 18102

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

The contract shall run for a period of 60 days from the Notice to proceed.

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

Provide materials and labor to restore water & sewer utility trenches at various locations within the City of Bethlehem.

- 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:

\$196,424.00

- 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 Engineering Bureau solicited and received one (1) bid. Engineering along with Water & Sewer Department reviewed the base and alternates bids and based on the budget amount, pricing history, and qualification, it was concluded that Great Western Services, Inc. is a responsible and qualified bidder. Therefore, are recommended to be awarded the 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 Water & Sewer Resources

Copies To: Mayor
Director of Administration
Director of Budget and Finance
Law Bureau
Purchasing Bureau
Controller
Project Manager
Attachment: Proposed Resolution

RESOLUTION NO. 2025-_____

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: Great Western Services Inc.
2. Project or Contract Reference: 2025 20 Trench Restoration Project Phase 4

Sponsored by _____

ADOPTED by Council this _____ day of _____, 2025.

President of Council

ATTEST:

City Clerk