

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: 2026 20 Golf Course Maintenance Barn Design

TO: City Council, all members, and Council Solicitor

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

DATE: March 10, 2026

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.....):

CAPITAL PROJECTS \$2,036,200 004-43099004

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

TL Engineering dba ELFRETH
1301 York Road St, Suite 800
Timonium, MD 21093

- Term of contract or estimated completion date, subject to standard extensions: To be completed by 12/31/2026 upon issuance of NTP.

- Description of project or scope of services to be provided:
The existing barn built in the late 1800s has deteriorated significantly over time and is beyond rehabilitation. This project proposes replacing it with a new multi-level steel-framed facility while retaining and reinforcing the existing foundation walls and footings as necessary. The new maintenance building will feature three drive-through bays on the lower level, three additional bays on the upper level, an open mezzanine for storage and a climate-controlled room for chemical storage. The proposed structure will generally maintain the existing footprint of approximately 40 feet by 65 feet.
- 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: \$75,645.00
- 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 conducted an on-site scoping meeting with three architectural and engineering consultants to develop/review a cost-effective scope of work and required project deliverables. The bureau received two (2) proposals with the lowest fee of \$75,645 and the highest at \$87,080. TL Engineering d/b/a ELFRETH submitted the most competitive and responsive proposal and has demonstrated extensive experience with comparable projects. Based on the cost evaluation, qualifications and relevant previous experience, the bureau recommends award of the contract to TL Engineering.

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: 
Director of Public Works & City Engineer

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

Attachment: Proposed resolution

RESOLUTION NO. 2026-_____

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 3/17/2026.

1. Name of Contractor: TL Engineering d/b/a ELFRETH
2. Project or Contract Reference: 2026 20 Golf Course Maintenance Barn Design

Sponsored by: /s/ _____

Sponsored by: /s/ _____

ADOPTED by Council this _____ day of _____, 2026.

President of Council

ATTEST:

City Clerk