

**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: Two Pole Buildings Installation at Parks' Maintenance Shop

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

**FROM:** Ralph E. Carp, Department Head

**DATE:** 21 August 2015

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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:

X 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 and reviewed a proposal or proposals for professional services in connection with above referenced project or requirement for professional services. We recommend award of the contract.

- 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.....):

Account 62013-660999

- The name and address of the recommended Contractor/Vendor/Professional Service Provider/Lowest Responsible Bidder are:

Agpoint Construction Services  
11 W. State Street, Quarryville, PA 17566

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

Estimated Completion is 12/15/15

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

Agpoint Construction Services will construct two pole buildings at the Parks' Maintenance shop located at 2307 Rodgers Street, Bethlehem, PA 18017. One building is for storage of Traffic Bureau vehicles and the other building is for storage of Parks' Maintenance vehicles.

- 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:

The total price of the contract will be for Agpoint Construction's base bid of \$96,149.00.

- 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:

Agpoint Construction services is the lowest, responsible bidder and come well recommended by other Pennsylvania municipalities who they have provided similar work for.

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: \_\_\_\_\_



Department Head

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

Attachment: Proposed Resolution