

**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:

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

**FROM:** Jane Persa, Recreation Director

**DATE:** 3/28/2017

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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 one (1) proposal for professional services in connection with above referenced project. We recommend award of the contract to Steven G. Lowry & Associates, Inc.

- 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.....):

- 2017 NON-UTILITY CAPITAL 62017-66090

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

*Jerry Chilewski Chilewski Enterprises      570-945-7755*

*P.O. box203 Fleetville PA 18420*

*chilewskienterprises@yahoo.com*

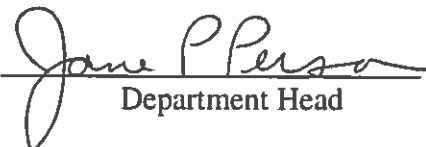
- Term of contract or estimated completion date, subject to standard extensions:

- Estimated completion is June 2, 2017

- Description of project or scope of services to be provided:
  - Installation of 4 playground structures.
    - Bayard Park
    - Elmwood Park
    - Martin Luther King Park
    - Sand Island Playground
  
- 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:
  - \$57,677
  
- Number of renewal term options and duration of each renewal, if any:
  - None
  
- 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:
  - Awarded to lowest qualified bidder upon checking references

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