

# CITY OF BETHLEHEM

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## DEPARTMENT OF PUBLIC WORKS INTEROFFICE MEMORANDUM

**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: South Mountain Radio Tower Site Mapping Study to ensure proper clearance for additional antenna installation

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

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

**DATE:** August 2, 2018

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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:

       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 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 #2006-42055

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

TuWay Communications  
2115 City Line Road  
Bethlehem Pa 18017

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

August 30, 2018

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

The Water & Sewer Department needs to install an antenna for their Automated Metering Infrastructure (AMI) project at the South Mountain Tower. A complete and accurate survey and mapping of every attachment on the South Mountain radio tower is needed with documentation to ensure that the future proposed antenna will not interfere with any of the existing facilities on the tower.

- 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:

\$6,836.00 not to exceed

- Number of renewal term options and duration of each renewal, if any:

Not anticipated

- 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:

TuWay Communications is the maintenance contractor for the City of Bethlehem's trunking radio system and tower sites. Their employees have the specialty training required to perform this type of study. TuWay Communications is very familiar with our tower and equipment which will reduce the time required to perform the study resulting in a time and material cost not to exceed price as identified in their attached quotation.

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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cc: G. Cryder  
E. Boscola  
C. Ruhf  
File

By:   
Title: Public Works Director/City Engineer

**RESOLUTION NO. 2018-\_\_**

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 there to, with the following named contractor, for the uses and purposes indicated in the supporting Recommendation of Award of Bid or Contract dated \_\_\_\_\_:

1. Name of Contractor: TuWay Communications
2. Project or Contract Reference: South Mountain Tower Study and Mapping

Sponsored by: \_\_\_\_\_  
\_\_\_\_\_

ADOPTED BY COUNCIL THIS \_\_\_\_ DAY OF \_\_\_\_\_, 20\_\_\_\_.

\_\_\_\_\_  
President of Council

ATTEST:

\_\_\_\_\_  
City Clerk