

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: Police Assisting in Recovery

TO: City Council, all members, and Council Solicitor

FROM: Alicia Karner, Department Head

DATE: January 4, 2019

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? yes X no
- Identify contract funding sources (general fund, grants, loans, etc.....):

Grant Funding: Two Rivers Health and Wellness Foundation

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

Lehigh Valley Drug and Alcohol Intake Unit
100 North 3rd Street, Suite 401
Easton, PA 18042

- Term of contract or estimated completion date, subject to standard extensions:
December 31, 2019 completion date

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

Lehigh Valley Drug and Alcohol Intake Unit will provide an on-call intake assessor to respond to individuals who wish to be connected to substance abuse treatment as part of the Police Assisting in Recovery program.

- 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:
\$15,000

- 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:

This service has been provided by Lehigh Valley Drug and Alcohol Intake Unit since the inception of the Police Assisting in Recovery program in December 2017. The Intake Unit conducts all of the drug and alcohol intake assessments for Northampton County Drug and Alcohol.

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: 

Department Head

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

Attachment: proposed resolution

RESOLUTION NO. _____

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 January 8, 2019.

1. Name of Contractor:
Lehigh Valley Drug and Alcohol Intake Unit

2. Project or Contract Reference: Police Assisting in Recovery Program

Sponsored by _____

ADOPTED by Council this _____ day of _____, 20____.

President of Council

ATTEST:

City Clerk