



CITY COUNCIL

Work Session

*Work Session
Penn Room*

*Monday, December 15, 2008
7:00 P.M.*

I. Call To Order 7:00 p.m.

II. Managing Directors Report 7:05 p.m.

III. Update Codes-Housing Study - E. Weiss

IV. 2009 Budget

1. Fee-Fines adjustments (Maximus suggestions)

V. Award of Contract - to award the contract to Economics Research Associates, Chicago, IL at a total submittal price of \$65,000 to perform a feasibility study for the development of an environmental education center at the Angelica Park for the Department of Public Works (**Purchasing**) *Tabled on Nov 24th*

VI. Consent Decree Update

- Review Project Timeline
- Design of Waste Water Treatment Plant Update
- Monthly reports from Project & Construction manager
- Project Funding

VII. Adjourn

AGENDA MEMO

FINANCE DEPARTMENT

TO: City Council
FROM: Heather Dunkle, Purchasing Coordinator
PREPARED BY: Heather Dunkle, Purchasing Coordinator
MEETING DATE: November 24, 2008
AGENDA MEMO DATE: November 14, 2008
RECOMMENDED ACTION: Awarding of Contract to perform a feasibility study for the development of an environmental education center at the Angelica Park for the Department of Public Works.

RECOMMENDATION

The recommendation is to award the contract to Economics Research Associates, 20 East Jackson Boulevard, Suite 1200, Chicago, IL 60604, at a total submittal price of \$65,000.

BACKGROUND

Proposals to perform a feasibility study were received on September 9, 2008. The proposals were reviewed by a selection committee which ranked each firm on a series of criteria. The selection committee discussed the submittals and determined ERA was more superior to the other firms.

A copy of the Schedule of Proposals is attached for your review.

BUDGETARY IMPACT

The Department of Public Works has confirmed that funds sufficient for this contract have been included in CIP budget account code 34-07-73-4216, project number 34-07-73-105.

PREVIOUS ACTION

None

SUBSEQUENT ACTION

Formal action by Council is needed to award the contract at the November 24, 2008 meeting.

RECOMMENDED BY

Mayor, Managing Director, Directors of Finance and Public Works and Purchasing Coordinator.

RECOMMENDED MOTION

Approve/Deny the recommendation to perform a feasibility study for the development of an environmental education center at the Angelica Park in order that the contract may be awarded to Economics Research Associates.

cc: File

September 9, 2008

To the Mayor
City Hall
Reading, PA

RFP FOR FIRMS TO PERFORM A FEASIBILITY STUDY FOR THE DEVELOPMENT OF AN ENVIRONMENTAL EDUCATION CENTER AT THE ANGELICA PARK FOR THE DEPARTMENT OF PUBLIC WORKS, CITY OF READING, PENNSYLVANIA

Proposals were received from the following firms:

Economics Research Associates 20 East Jackson Boulevard Suite 1200 Chicago, IL 60604	\$65,000.00
Seiler + Drury 420 DeKalb Street Norristown, PA 19401	\$64,200.00
STV 205 West Welsh Drive Douglassville, PA 19518	\$59,500.00

HEATHER L. DUNKLE
Purchasing Coordinator

