



ST. CHARLES  
SINCE 1834

### AGENDA ITEM EXECUTIVE SUMMARY

Title: Recommendation to Waive the Formal Bid Process and Approve Parking Lot Sweeping Maintenance Contract with Alliance Sweeping

Presenter: Chris Adesso

*Please check appropriate box:*

<input type="checkbox"/>	Government Operations	<input checked="" type="checkbox"/>	Government Services 02.03.14
<input type="checkbox"/>	Planning & Development	<input type="checkbox"/>	City Council
<input type="checkbox"/>	Public Hearing	<input type="checkbox"/>	

Estimated Cost:	\$40,600	Budgeted:	YES	<input checked="" type="checkbox"/>	NO	<input type="checkbox"/>
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If NO, please explain how item will be funded:

#### Executive Summary:

Since 2008, the City has been utilizing Alliance Sweeping to help maintain our City parking lots and parking decks. Starting in the spring and continuing to our first snow event, Alliance sweeps our parking lots and parking decks one (1) time each week. On occasion, they are available for special services such as clean up after a parade.

This year we have budgeted \$40,600 for continued sweeping services. In an effort to help maintain our fiscal responsibility, Alliance Sweeping has held their pricing in the last four consecutive years. Last year, under separate agreement, we solicited pricing from four other sweeping vendors. Alliance Sweeping provided the most cost competitive quote.

#### Attachments: *(please list)*

Proposal from Alliance Sweeping to provide Parking Lot & Parking Deck Sweeping Service.

#### Recommendation / Suggested Action *(briefly explain):*

Recommendation to Waive the Formal Bid Process and Approve Parking Lot Sweeping Maintenance Contract with Alliance Sweeping in an amount of \$40,600.

*For office use only:*

*Agenda Item Number: 4.a*

**ALLIANCE SWEEPING SERVICES**  
**655 DEERFIELD ROAD ST. 100 #226**  
**DEERFIELD, IL 60015**

**(847) 858-3503**

**MARK@ALLIANCE-SWEEPING.COM**  
**PARKING LOT SWEEPING**



City of St. Charles  
 Attn: Peter Suhr  
 Saint Charles, Il 60174  
 psuhr@stcharles.il.gov

Location: City of St. Charles  
 Municipal Lots  
 Saint Charles, Il 60174

February 6, 2013  
 Phone:630-377-4405  
 Fax:

*We hereby propose and agree to perform the following work according to the specifications set forth as follows:*

2013 Budget

**WEEKLY:**

Machine sweep all exterior asphalt parking lot surfaces of the following locations.  
 Broom sweep curbs and corners. Remove most dirt and debris.

<b><u>LOTS:</u></b>	<b>Price Per Cleaning:</b>			
Lot A	\$35.00	Lot J	\$80.00	Lot R \$45.00
Lot B	\$60.00	Lot K	\$50.00	Lot T \$35.00
Lot C	\$35.00	Lot L	\$45.00	Lot U \$50.00
Lot E	\$30.00	Lot N	\$50.00	
Lot F	\$40.00	Lot O	\$55.00	
Lot G	\$75.00	Lot P	\$95.00	
Lot H	\$60.00	Lot Q	\$45.00	

**INSURANCE:** We are fully insured with Commercial General Liability coverage including Contractual Liability, Completed Operations insurance as well as Statuary Workman's Compensation. Certificates of insurance are available upon receipt of signed contract. Cost subject to change for additional special coverage.

Your acceptance of this proposal will constitute a CONTRACT between us. This contract may be cancelled by either party upon ninety (90) days written cancellation notice. Unless otherwise stated, this contract will be self-renewing after one year.

Prices quoted above are based upon standard lot sweeping practices. Any deviation or alteration of the above specifications will be executed only upon written authorization.

Customer represents and warrants that, during the term of this agreement and for one year thereafter, customer will not hire any current or former employee of Alliance Sweeping Services without the written consent of Alliance Sweeping Services.

**TERMS:** Net 30 days, 2% monthly service charge on all past due accounts. As a condition of this contract, you agree to pay all cost of collection if this account becomes delinquent.

*Approved and accepted by:*

***ALLIANCE SWEEPING SERVICES***

\_\_\_\_\_

\_\_\_\_\_  
 Mark Michaels, President

Date: \_\_\_\_\_

Date: \_\_\_\_\_

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655 DEERFIELD ROAD ST. 100 #226  
DEERFIELD, IL 60015**

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PARKING LOT SWEEPING**



City of St. Charles  
Attn: Peter Suhr  
Saint Charles, Il 60174  
psuhr@stcharles.il.gov

Location: City of St. Charles  
Municipal Lots  
Saint Charles, Il 60174

February 6, 2013  
Phone: 630-377-4405  
Fax:

*We hereby propose and agree to perform the following work according to the specifications set forth as follows:*

2013 Budget

**WEEKLY:**

Machine sweep all exterior asphalt parking lot surfaces of the following locations.  
Broom sweep curbs and corners. Remove most dirt and debris.

**LOTS:            Price Per Cleaning:**

200 Walnut	\$100
100 Illinois	\$175

**INSURANCE:** We are fully insured with Commercial General Liability coverage including Contractual Liability, Completed Operations insurance as well as Statutory Workman's Compensation. Certificates of insurance are available upon receipt of signed contract. Cost subject to change for additional special coverage.

Your acceptance of this proposal will constitute a CONTRACT between us. This contract may be cancelled by either party upon ninety (90) days written cancellation notice. Unless otherwise stated, this contract will be self-renewing after one year.

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*Approved and accepted by:*

***ALLIANCE SWEEPING SERVICES***

\_\_\_\_\_  
Mark Michaels, President

Date: \_\_\_\_\_

Date: \_\_\_\_\_

**REQUEST FOR WAIVING BID PROCEDURE**

We request the City Council to waive the bid procedure and accept the quotation (requiring two-thirds City Council vote) submitted by:

Alliance Sweeping Service, Inc.  
1601 Atlantic Drive, Unit 137  
West Chicago, IL 60185

For the purchase of: Parking Lot & Parking Deck Sweeping Maintenance Service

At a cost of: \$ 40,600

Reason for the request to waive the bid procedure: Alliance Sweeping has provided the City with excellent service since 2008 and leaves us with no doubt they will continue to do so. In effort to help maintain our fiscal responsibility, Alliance Sweeping has held their pricing in the last four consecutive years. Last year, under separate agreement, we solicited pricing from four other sweeping vendors. Alliance Sweeping provided the most cost competitive quote.

Other Quotations Received: None

Date: 01/27/2014

Requested by:

 CHRIS ADESSO

Department Director:

 PETER SUHR

Purchasing Manager: \_\_\_\_\_

Committee Chairman: \_\_\_\_\_

**THIS REQUEST FORM MUST BE SIGNED BY ALL PARTIES PRIOR TO REQUESTING COMMITTEE APPROVAL FOR WAIVING OF THE BID PROCEDURE. REQUESTS FORWARDED DIRECTLY TO THE CITY COUNCIL (AND BYPASSING COMMITTEE) MUST BE SIGNED BY ALL PARTIES PRIOR TO REQUESTING CITY COUNCIL APPROVAL. SUCH REQUESTS ARE TO BE OF AN EMERGENCY NATURE WHERE TIME IS OF THE ESSENCE.**