



AGENDA ITEM EXECUTIVE SUMMARY

Title: Recommendation to approve Yard Waste Fee Increase and Leaf and Brush Contract

Presenter: Chris Adesso

Please check appropriate box:

	Government Operations	X	Government Services 04.28.14
	Planning & Development		City Council

Estimated Cost:		Budgeted:	YES	X	NO	
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If NO, please explain how item will be funded:

Executive Summary:

In FY12/13, City staff recommended a \$.05/ month increase to the yard waste fee which was accepted by City Council and the fee was increased to \$3.40/month matching the cost of the leaf/brush pickup services provided. In FY 13/14 the yard waste fee was not increased due to a 0% increase in services for leaf/brush pick up.

For FY14/15, City staff has worked with Kramer Tree Service to solidify pricing for the coming year. Due to the influx of brush and leaf material being picked up, largely from private Ash tree removals, cost have increase by 18% to a complete cost of \$463,000. Considering there are currently 9,535 customers that pay the fee for service on a monthly basis, the revised yard waste fee considered for FY14/15 is \$4.05/ month. Then the fee will be \$4.13/month for FY15/16, \$4.21/month for FY16/17, \$4.30/month for FY17/18 and \$4.38/month for FY18/19.

Kramer Tree Service (KTS) has provided the City Brush pick up services for more than 13 years. City staff has negotiated with KTS to provide combined Leaf & Brush services for a term of five (5) years, allowing St. Charles to secure pricing that is the lowest cost to the individual user in the Fox Valley. The program consists of 7 cycles of brush pick up and 3 cycles of leaf pick, spanning the same timeframes that these services have traditionally been provided.

Attachments: *(please list)*

Yard Waste User Fee Ordinance
 Proposal letter from Kramer Tree Service
 Bid Waiver

Recommendation / Suggested Action *(briefly explain):*

Recommendation to approve an Increase to the Yard Waste Fee.
 Recommendation to Waive the Formal Bid Procedure and Approve Contract with Kramer Tree Service for Leaf & Brush Pick-up Services.

For office use only

Agenda Item Number: 6.a

City of St. Charles, Illinois
Ordinance No. 2014_____

An Ordinance Authorizing Amendment of Title 3 “Revenue and Finance”, Chapter 3.38, “Yard Waste User Fee”, Section 3.38.010 “User Fee” Of the St. Charles Municipal Code

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF ST. CHARLES, KANE AND DUPAGE COUNTIES, ILLINOIS, as follows:

Section 1. That Title 3 “Revenue and Finance”, Chapter 3.38 “Yard Waste User Fee”, Section 3.38.010 “User Fee”, of the St. Charles Municipal Code, is hereby deleted in its entirety and in lieu thereof the following language shall be substituted:

3.38.010 User Fee.

A user fee is hereby imposed upon single family residences or any building that contains six or fewer dwelling units, whether they be occupied or not, in the amounts of \$4.05 each month for FY 14/15, \$4.13 each month for FY 15/16, \$4.21 each month for FY 16/17, \$4.30 each month for FY 17/18 and \$4.38 each month for FY 18/19.

Section 2. That this Ordinance shall be in full force and effect ten (10) days from and after its passage, approval and publication in pamphlet form as provided by law. The rates set forth herein will be effective with the first billing subsequent to the effective date of this ordinance.

Section 3. That after the adoption and approval hereof this Ordinance shall (i) be printed or published in book or pamphlet form, published by the authority of the Council, or (ii) within thirty (30) days after the adoption and approval hereof, be published in a newspaper published in and with a general circulation within the City of St. Charles.

PRESENTED to the City Council of the City of St. Charles, Kane and DuPage Counties, Illinois, this ____ day of _____, 2014.

PASSED by the City Council of the City of St. Charles, Kane and DuPage Counties, Illinois, this ____ day of _____, 2014.

APPROVED by the Mayor of the City of St. Charles, Kane and DuPage Counties, Illinois, this ____ day of _____, 2014.

Raymond P. Rogina, Mayor

ATTEST:

Nancy Garrison, City Clerk

COUNCIL VOTE:

Ayes: _____

Nays: _____

Absent: _____

APPROVED AS TO FORM:

City Attorney

DATE: _____



Kramer Tree Specialists, Inc.

300 Charles Ct.
West Chicago, IL 60185

April 3, 2014

City of St. Charles
2 E. Main Street
St. Charles, IL 60174

To Whom It May Concern:

We appreciate your continued interest in Kramer Tree Specialists, Inc. being the provider of your Residential Brush and Leaf Collection programs. Below you will find the breakdown of our proposed program pricing for a five year contract, totaling \$2,409,470.

	2014	2015	2016	2017	2018	Total
Yearly Totals for Brush Program	\$154,000.00	\$157,080.00	\$160,222.00	\$163,426.00	\$166,695.00	\$801,423.00
Yearly Totals for Leaf Program	\$309,000.00	\$315,180.00	\$321,483.00	\$327,913.00	\$334,471.00	\$1,608,047.00
Yearly Totals Combined	\$463,000.00	\$472,260.00	\$481,705.00	\$491,339.00	\$501,166.00	\$2,409,470.00

Brush Collection: There will be a total of 7 collection cycles from May through November.

Leaf Collection: A total of 3 collection cycles for the city will be scheduled. The program will be completed by Thanksgiving Day.

We hope that you consider our collection program experience and history with the City of St. Charles while reviewing our proposal. Please feel free to contact me if you need any clarification.

Sincerely,

Joseph Kramer
President
Kramer Tree Specialists, Inc.

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:

Kramer Tree Service
300 Charles Ct.
West Chicago, IL 60185

For the purchase of: Leaf & Brush Pick-Up Service

At a cost of: \$ 2,409,470.00

Reason for the request to waive the bid procedure: Kramer Tree Service (KTS) has provided brush pick up services to the City for more than 13 years and leaf pick up for more than 5 years. The process that is used by KTS to pick up brush and leaf requires specialized equipment to achieve the goals of safely and neatly removing brush and leaf debris from the parkway. Staff has worked with KTS and negotiated a five (5) year contract to pick up leaf and brush materials. This contract represents the lowest cost to the individual user in any of the surrounding communities. Price for each of the five (5) years is indicated below:

Fiscal Year	Leaf Program	Brush Program	Total FY Cost
14/15	\$309,000.00	\$154,000.00	\$463,000.00
15/16	\$315,180.00	\$157,080.00	\$472,260.00
16/17	\$321,483.00	\$160,222.00	\$481,705.00
17/18	\$327,913.00	\$163,426.00	\$491,339.00
18/19	\$334,471.00	\$166,695.00	\$501,166.00
Total 5 Year Cost			\$2,409,470.00

Other Quotations Received: None

Date: 04/28/2014

Requested by: _____

Department Director: _____

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.