



AGENDA ITEM EXECUTIVE SUMMARY

Agenda Item number: *6.q

Title:

Recommendation to Authorize Contract Extension for Concrete Lifting Services

Presenter:

AJ Reineking

Meeting: Government Services Committee

Date: April 22, 2019

Proposed Cost: \$50,000

Budgeted Amount: \$50,000

Not Budgeted:

Executive Summary *(if not budgeted please explain):*

The City's sidewalk maintenance program consists of a three-pronged approach.

1. Raised sidewalks, which are most prevalent due to tree root issues, are ground to return the sidewalk to a level surface. This work is generally performed within established zones each year, as well as on an as-needed basis as conditions warrant.
2. Sunken sidewalks are lifted to meet the continuous grade.
3. Sidewalks that are significantly cracked or irreparably raised or sunken are removed and replaced.

Sidewalk lifting, at the municipal level, is a specialty field. While there are many companies that perform this work, there are not many that perform sidewalk lifting as a primary function of their business, and even fewer that use concrete slurry to raise the sidewalk squares.

In FY19, the City received three qualified bids to perform this work for the program year. J&F Concrete Lifting of Aurora, IL, submitted the lowest qualified rates for the work, at \$1.80 per square foot of concrete lifted. Throughout the year, J&F demonstrated great flexibility and professionalism in their approach to working with the City.

Because they have performed well and have been responsive to the City's needs, the Public Works Department, in conjunction with the Finance Department, invited J&F to extend their contract for up to three years, through FY22. J&F Concrete Lifting, in turn, offered to reduce their rate by 5% to \$1.71 per square foot in FY20, and hold that rate for both FY21 and FY22.

Attachments *(please list):*

* Contract Renewal Offer Letter * Contract Renewal Offer Approval

Recommendation/Suggested Action *(briefly explain):*

Recommendation to authorize a three-year contract extension for concrete lifting services to J&F Concrete Lifting in the amount of \$1.71 per square foot of concrete lifted.



RAYMOND P. ROGINA *Mayor*
MARK KOENEN, P.E. *City Administrator*

March 28, 2019

Julio Manzanarez
J & F CONCRETE LIFTING
2219 Scott Lane
Aurora, IL 60502

Re: CONCRETE LIFTING PROGRAM 2019
Request to Renew or Extend Services

Dear Julio:

The City of St. Charles has been satisfied with the **CONCRETE LIFTING** services your company has provided for the last year. During this time you have demonstrated that you can be very responsive to our needs, and respond quickly to our requests. Thank you.

The City is currently reviewing our needs for the future. Because we have been satisfied with your service, we are extending you the offer to renew or extend these services. Please advise if you are interested in continuing a relationship with the city via either of the below options.

1. RENEW SERVICES for **three** years for a five % (**5%**) decrease in price.
From: May 2019 – April 2022 (3 years)
From: \$1.80/sq ft TO: $-5\%(\$0.09) = \$1.71/\text{sq ft}$ for 3 years
For FY18-19 expenditures = approximately \$50,000 to date
One year at $-5\% = \$47,500/\text{yr}$ = or approximately \$142,500/3 years

-OR-

2. EXTEND SERVICES for **one** year by holding your price firm.
From: May 2019 – April 2019 (1 year)
For: \$1.80*/year for 1 year = approximately \$50,000 to date
**figures represent a projected annual dollar amount based on this years usage.*

Please let us know by **Thursday, April 4, 2019 noon** if either of these options are agreeable. If you are agreeable, please provide a written acknowledgement of your option. A contract can then be drawn up and presented to our city council in mid-late April. If neither of these scenarios are acceptable, the city will issue a public solicitation and extend you the opportunity to publicly bid for these services.

The city thanks you for your past service and hopes to continue this relationship in the future.

Joan Schouten | Purchasing Division Manager
2 E. Main Street, St. Charles, IL 60174-1984
phone: 630.762.6936 | fax: 630.377.4487 | www.stcharlesil.gov
jschouten@stcharlesil.gov

CITY OF ST CHARLES, ILLINOIS

Attachment: Pricing from prior agreement

Heritage. Community. Service. Opportunity.

TWO EAST MAIN STREET

ST. CHARLES, IL 60174

PHONE: 630-377-4400

www.stcharlesil.gov

City of St. Charles 2018 Concrete Lifting Program

Bids will be accepted until 2:00 PM on Wednesday, April 4, 2018.

Company: J & F Concrete Lifting

Company Address: 2219 Scott Lane □□□□□ Aurora, IL. 60502

Contact: Julio Manzanares

Contact Phone Number: 630-440-2213

Contact Email: jfconcretelifting@gamil.com

Signature of Authorized Agent: _____

BID

Item	Bid Price
Concrete Lifting Services	\$ 1.80 /sq. foot

List any and all deviations from minimum specifications:

I certify that I am acting as an agent for the firm designated below and that the firm will sell to the City of St. Charles the product(s) described herein for the amount specified above. Further, I certify that all exceptions or deviations from the attached detailed specifications are clearly stated in writing and the price quoted shall include all terms specified unless otherwise noted.

 Signature of Authorized Representative

PLEASE TYPE OR NEATLY PRINT THE FOLLOWING INFORMATION

 Name of Authorized Representative Julio Manzanarez Title

 Company Name J & F Concrete Lifting

 Street Address 2219 Scott Lane

 City Aurora State IL Zip Code 60502

 (Area Code) Phone Number 630-440-2213

From: [Schouten, Joan](#)
To: [Julio Manzanares](#)
Cc: [Reineking, AJ](#)
Subject: RE: Request to Renew
Date: Wednesday, April 03, 2019 9:52:35 AM
Attachments: [image001.png](#)
[image002.png](#)
[image003.png](#)
[image004.png](#)
[image005.png](#)
[image006.png](#)
[image007.png](#)

Hello Julio,

Thank you for accepting our Invitation to Renew.

Based on our conversation and your below e-mail, we recognize that you have accepted:

1. RENEW SERVICES for **three** years for a five % (**5%**) decrease in price.

From: May 2019 – April 2022 (3 years)

From: \$1.80/sq ft TO: – 5%(\$.09) = \$1.71/sq ft for 3 years

For FY18-19 expenditures = approximately \$50,000 to date

One year at -5% = \$47,500/yr = or approximately \$142,500/3 years

Based on your acceptance, Public Works Manager Public Services AJ Reineking will:

- Present to our City Council a recommendation to award you for the 3 years of service
- Upon Council's approval, AJ will issue a contract documenting this decision.
- A new purchase order will be issued in May 2019 for services May 2019-April 2020
- A new purchase order will be issued in May 2020 for services May 2020-April 2021
- A new purchase order will be issued in May 2021 for services May 2021-April 2022

From: Julio Manzanares [mailto:jfconcretelifting@gmail.com]

Sent: Monday, April 01, 2019 2:10 PM

To: Schouten, Joan

Cc: Reineking, AJ

Subject: Re: Request to Renew

Yes, I accept.

On Thu, Mar 28, 2019 at 8:17 AM Schouten, Joan <jschouten@stcharlesil.gov> wrote:

Please reference the attached letter and kindly respond by **Thursday, April 4, 2019 noon.**



Joan Schouten Purchasing Division Manager
P: 630.762.6936 | E: jschouten@stcharlesil.gov
2 E. Main Street, St. Charles, IL 60174-1984
www.stcharlesil.gov

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Thank you,
Julio Manzanares
J & F Concretelifting
630-440-2213

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