



AGENDA ITEM EXECUTIVE SUMMARY

Agenda Item number: IB

Title:

Recommendation to Award Additional Leaf Collection Services to Kramer Tree Specialists, Inc.

Presenter:

Peter Suhr

Meeting: City Council

Date: December 18, 2017

Proposed Cost: \$28,400

Budgeted Amount: N/A

Not Budgeted:

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

The City’s regularly scheduled leaf collection program concluded on December 06, 2017. The weather conditions that we’ve experienced, combined with our diverse tree canopy have made this another eventful year.

The program was altered after last season to push the final collection cycle to the week after Thanksgiving, while the program has historically ended the day before the holiday. This move initially caused consternation from some residents as the area experienced drought conditions through September and October which resulted in several tree species dumping their leaves early, despite warm temperatures. As the season progressed, however, the late frost kept many leaves on trees throughout most of our traditional fall season, and the warm temperatures over the Thanksgiving holiday weekend allowed many residents to move their leaves to the parkway for what proved to be a very large final collection cycle.

Our contractor, Kramer Tree Service, was unable to complete the final collection in one week, pushing the last west side collection to the week of December 4th. While there was no precipitation forecast through that week, heavy winds experienced early in that week created a different kind of adversity for the program as leaf piles staged in parkways blew into adjacent streets and yards, and caused the majority of the remaining leaves on trees to fall.

Residents on the east side of the City requested additional services to be provided to collect the late falling leaves, and residents on the west side of the City requested that Kramer come back to collect leaves that the wind blew back into their yards.

The City’s leaf program costs \$109,304 per collection cycle. Kramer quoted us a price of \$3,550 per crew per day, not to exceed \$109,304, to perform one final comprehensive sweep of the City. With three crews working, they felt that they could complete each side of the City in two to three days, assuming that it did not snow. With three crews working that timeline, the estimated cost to the City was \$42,600 – \$63,900.

The goal of the Public Works Department is always to provide exceptional customer service. The call volume that we received indicated that there was a need for additional services in isolated areas. However, after doing a windshield survey of the east side, and recognizing the impact of the wind on the west side, Public Works authorized Kramer to do a final, community-wide leaf collection starting on Monday, December 11th.

Even though estimated costs were as much as \$109,304, Kramer was able to assemble eight (8) separate crews on Monday to complete the community-wide leaf collection in a single day before a snow event that evening. Their total cost for additional services is \$28,400 which we propose to be paid from the City reserve.

Attachments *(please list):*

Kramer Tree Specialist Invoice

Recommendation/Suggested Action *(briefly explain):*

Recommendation to Award Additional Leaf Collection Services to Kramer Tree Specialists, Inc.



Kramer Tree Specialists, Inc.

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West Chicago, IL 60185

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INVOICE

December 13, 2017

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Invoice #: 71716
Customer #: 3256
Invoice Date: 12/12/2017
Proposal #: 386213
Sales Rep: OFFICE

City of St. Charles
2 E. Main Street
St. Charles, IL 60174-1984

Purchase Order #:

Item#	Service(s) Performed	Qty	Plant Species	Completed	Unit Price	Item Amount
1	Municipal Leaf Removal	8	Leaves	12/12/17	\$3,550.00	\$28,400.00

Invoice Due Date: 1/11/2018
Payment DUE IN FULL within 30 Days of receipt of Invoice
Payment by cash, check or credit card accepted

Visit our website and pay online here -
<https://www.kramertree.com/checkout.php>

Or
Click Below



Invoice Due 30 Days



Card #: _____
Exp Date: _____ 3 Digit Code: _____
Name: _____
Signature: _____

If you prefer, you may call our office with credit card information.

Sub Total:	28,400.00
Winter Discount:	0.00
Invoice Adjustment:	0.00
Invoice Total:	28,400.00
Deposits/Credits Applied:	0.00
Finance Charges:	0.00
Invoice Balance:	28,400.00

Please include your invoice number 71716 on your payment.

If payment in full is not received, customer will be liable for a late fee of 1.5% per month (24% per annum) with a \$5.00 minimum Finance Charge, and a \$10.00 Service Fee. Customer will be liable for ALL costs of collection including but not limited to attorney's fees incurred in collecting past due invoices.

Thank you for your business and entrusting the care of your trees with Kramer Tree Specialists, Inc.