

**AGENDA  
CITY OF ST. CHARLES  
GOVERNMENT SERVICES COMMITTEE MEETING  
ALDR. RYAN BONGARD, CHAIR  
MONDAY, AUGUST 28, 2023 – 7:00 P.M.  
CITY COUNCIL CHAMBERS  
2 E. MAIN STREET**

- 1. Call to Order.**
- 2. Roll Call.**
- 3. Administrative.**
- 4. Omnibus Vote.**

Items with an asterisk (\*) are considered to be routine matters and will be enacted by one motion. There will be no separate discussion on these items unless a council member/citizen so requests, in which event the item will be removed from the consent agenda and considered in normal sequence on the agenda.

**5. Public Works Department**

- A. Presentation on Bird City Network and Consideration to Approve a Resolution to Authorize the City of St. Charles to Observe October 14, 2023 as World Migratory Bird Day.
- B. Recommendation to Approve a Resolution Awarding the Bid for Asphalt Patching Services.
- C. Recommendation to Approve a Resolution Awarding the Bid for a 2-Year Contract for Snow and Ice Removal Services.
- \*D. Recommendation to Approve a Resolution Awarding the Bid for City Sanitary Sewer Root Control Program.

**6. Public Comment**

**7. Additional Items from Mayor and City Council Members**


**8. Executive Session**

- Personnel – 5 ILCS 120/2(c)(1)
- Pending, Probable or Imminent Litigation – 5 ILCS 120/2(c)(11)
- Property Acquisition – 5 ILCS 120/2(c)(5)
- Collective Bargaining – 5 ILCS 120/2(c)(2)
- Review of Executive Session Minutes – 5 ILCS 120/2(c)(21)

**9. Adjourn**

**ADA Compliance**

Any individual with a disability requesting a reasonable accommodation in order to participate in a public meeting should contact the ADA Coordinator, Jennifer McMahon, at least 48 hours in advance of the scheduled meeting. The ADA Coordinator can be reached in person at 2 East Main Street, St. Charles, IL, via telephone at (630) 377 4446 or 800 526 0844 (TDD), or via e-mail at [jmcmahon@stcharlesil.gov](mailto:jmcmahon@stcharlesil.gov). Every effort will be made to allow for meeting participation. Notices of this meeting were posted consistent with the requirements of 5 ILCS 120/1 et seq. (Open Meetings Act).

 <p>CITY OF ST. CHARLES ILLINOIS • 1834</p>	<b>AGENDA ITEM EXECUTIVE SUMMARY</b>		Agenda Item number: 5.A
	Title:	Presentation on Bird City Network and Consideration to Approve a Resolution to Authorize the City of St. Charles to Observe October 14, 2023 as World Migratory Bird Day	
Presenter:	<b>AJ Reineking, Public Works Manager – Public Services</b> <b>Suzi Myers, Natural Resources Commission</b>		
<b>Meeting:</b> Government Services Committee		<b>Date:</b> August 28, 2023	
<b>Proposed Cost:</b> up to \$ <i>N/A</i>		<b>Budgeted Amount:</b> \$N/A	<b>Not Budgeted:</b> <input type="checkbox"/>
<b>TIF District:</b> None			
<b>Executive Summary</b> (if not budgeted, please explain):			
Presentation regarding the Bird City Network.			
<b>Attachments</b> (please list):			
*Resolution			
<b>Recommendation/Suggested Action</b> (briefly explain):			
Recommendation to approve a Resolution to Authorize the City of St. Charles to Observe October 14, 2023 as World Migratory Bird Day.			

**City of St. Charles, Illinois**  
**Resolution No. \_\_\_\_\_**

**A Resolution to Authorize the City of St. Charles to Observe October 14,  
2023 as World Migratory Bird Day**

**Presented & Passed by the  
City Council on September 5, 2023**

WHEREAS, migratory birds are some of the most beautiful and easily observed wildlife to share our communities;

WHEREAS, migratory birds and their habitats are declining throughout the Americas, facing a growing number of threats on their migration routes in both their summer and winter homes;

WHEREAS, public awareness and concern are crucial components of migratory bird conservation;

WHEREAS, since 1993, World Migratory Bird Day has become a primary vehicle for focusing public attention on the nearly 350 species that travel between nesting habitats in our communities and throughout North America and their wintering grounds in South and Central America, Mexico, the Caribbean, and the southern United States;

WHEREAS, World Migratory Bird Day is not only a day to foster appreciation for wild birds and to celebrate and support migratory bird conservation, but also a call to action;

THEREFORE, BE IT RESOLVED by the Mayor and City Council of the City of St. Charles, Kane and DuPage Counties, Illinois, that the Mayor and City Council celebrate and observe October 14, 2023 to be World Migratory Bird Day and support efforts to protect and conserve migratory birds and their habitats.

PRESENTED to the City Council of the City of St. Charles, Illinois, this 5th day of September, 2023

PASSED by the City Council of the City of St. Charles, Illinois, this 5th day of September, 2023

APPROVED by the Mayor of the City of St. Charles, Illinois, this 5<sup>th</sup> day of September, 2023

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Lora Vitek, Mayor

Resolution No. \_\_\_\_\_

Page 2

ATTEST:

\_\_\_\_\_  
City Clerk


COUNCIL VOTE:

Ayes:

Nays:


Absent:

Abstain:

 <p>CITY OF ST. CHARLES ILLINOIS • 1834</p>	<b>AGENDA ITEM EXECUTIVE SUMMARY</b>		Agenda Item number: 5.B
	Title:	<b>Recommendation to Approve a Resolution Awarding the Bid for Asphalt Patching Services</b>	
	Presenter:	<b>AJ Reineking, Public Works Manager – Public Services</b>	
<b>Meeting:</b> Government Services Committee		<b>Date:</b> August 28, 2023	
<b>Proposed Cost:</b> up to \$ <i>185,000</i>		<b>Budgeted Amount:</b> \$180,000	<b>Not Budgeted:</b> <input type="checkbox"/>
<b>TIF District:</b> Choose an item.			
<b>Executive Summary</b> (if not budgeted, please explain):			
<p>The City recently opened bids submitted for the 2023 Asphalt Patching Program. Building upon previous programs, the 2023 program will consist of over 10,000 yards of patch material. The program traditionally has alternated between the east and west sides of the community to save on mobilization costs. The 2022 program focused heavily on the west side and the 2023 program will, in turn, target the east side of the City.</p> <p>The bid calls for a 2” grind and overlay of the roadway at each location. This program will be performed in conjunction with the City’s in-house roadway maintenance program, which predominantly focuses on smaller repairs or repairs completed in conjunction with utility work.</p> <p>The City received four bids to complete this work with Chicagoland Paving Contractors of Lake Zurich, IL being the lowest responsive, responsible bidder at a rate of \$18.00 per square yard ground and patched.</p> <p>Chicagoland Paving is a large company in the area. They have performed work of similar scope in other communities and provided a list of favorable references. Based on the prices received, staff anticipates to complete 10,070 square yards of patch work this year.</p>			
<b>Attachments</b> (please list):			
*Bid Tabulation			
<b>Recommendation/Suggested Action</b> (briefly explain):			
Recommendation to approve a Resolution awarding the bid for the 2023 Asphalt Patching Program to Chicagoland Paving Contractors.			

Asphalt Patching Program (PS2023-36) Bid Tabulation


			Chicagoland Paving Contractors		J A Johnson		Schroeder Asphalt Services		Builders Paving	
Item	Unit	Est. Units	Unit Price	Extended Price	Unit Price	Extended Price	Unit Price	Extended Price	Unit Price	Extended Price
Grind and Patch	Square Yard	10,070	\$ 18.00	\$ 181,260.00	\$ 19.70	\$ 198,379.00	\$ 22.00	\$ 221,540.00	\$ 33.50	\$ 337,345.00
Mobilization	Instance	1	\$ 3,740.00	\$ 3,740.00	\$ 1,220.00	\$ 1,220.00	\$ 3,000.00	\$ 3,000.00	\$ 5,000.00	\$ 5,000.00
<b>Total Cost</b>			\$ 185,000.00		\$ 199,599.00		\$ 224,540.00		\$ 342,345.00	

	<b>AGENDA ITEM EXECUTIVE SUMMARY</b>		Agenda Item number: 5.C
	Title:	<b>Recommendation to Approve a Resolution Awarding the Bid for a 2-Year Contract for Snow and Ice Removal Services</b>	
Presenter:	<b>AJ Reineking, Public Works Manager – Public Services</b>		
<b>Meeting:</b> Government Services Committee		<b>Date:</b> August 28, 2023	
<b>Proposed Cost:</b> up to \$ <i>182,750</i>		<b>Budgeted Amount:</b> \$182,750	<b>Not Budgeted:</b> <input type="checkbox"/>
<b>TIF District:</b> None			
<b>Executive Summary</b> (if not budgeted, please explain):			
<p>The Public Works Department is responsible for snow and ice control on City properties and roadways throughout the community. To accomplish this task, contractors are used to supplement City staff in snow removal efforts in specific applications as conditions warrant. In recent winter seasons, the City has utilized the services of up to seven different contractors per year to maintain parking lots, sidewalks, alleys, and eight cul-de-sac routes.</p> <p>Bids were recently opened for Snow &amp; Ice Removal Services for the two upcoming winter seasons for downtown sidewalks adjacent to City properties and parking lots, as well as the Cul-de-Sac routes. This advertisement furnished five responsive, responsible bids.</p> <p>As in previous contracts for these services, a combination of several bidders, based on each vendor’s indicated capability and availability, is required to meet the needs of the City during winter operations. In this instance, four bidders are required to complete the work. The follow table represents a breakdown of the proposed bid award:</p>			
<b>Service Area</b>		<b>Bidder</b>	
Downtown Parking Lots, Sidewalks & PD Lot		Snow Systems, Inc. – <i>Wheeling, IL</i>	
Blue, Red & Purple Cul de Sac Routes		Cornerstone Partners – <i>Elgin, IL</i>	
Yellow & Emerald Cul de Sac Rts and Alley Rt.		Triple H Mulch & Firewood – <i>St. Charles, IL</i>	
Brown, Green, Orange Cul de Sac Routes		Skyline Tree Service – <i>St. Charles, IL</i>	
<b>Attachments</b> (please list):			
<b>*Bid Tabulation</b>			
<b>Recommendation/Suggested Action</b> (briefly explain):			
Recommendation to approve a Resolution awarding the bid for a two-year contract for snow and ice removal services to Snow Systems, Cornerstone Partners, Triple H Mulch & Firewood, and Skyline Tree Services in the submitted bid rates, cumulatively not to exceed the annual budgeted amount.			

2023 Snow & Ice Removal Services

Proposed Awarded Routes	Cornerstone Partners Blue, Purple, Red		Skyline Tree Service Brown, Green, Orange		Snow Systems Parking Lots, PD, Sidewalks/Paths		Triple H Mulch and Firewood Emerald, Yellow, Alley's		Diaz * no routes selected		DGO Premium Services Co. * no routes selected	
	10/15/23-10/14/24	10/15/24-10/14/25	10/15/23-10/14/24	10/15/24-10/14/25	10/15/23-10/14/24	10/15/24-10/14/25	10/15/23-10/14/24	10/15/24-10/14/25	10/15/23-10/14/24	10/15/24-10/14/25	10/15/23-10/14/24	10/15/24-10/14/25
EQUIPMENT	HOURLY RATE	HOURLY RATE	HOURLY RATE	HOURLY RATE	HOURLY RATE	HOURLY RATE	HOURLY RATE	HOURLY RATE	HOURLY RATE	HOURLY RATE	HOURLY RATE	HOURLY RATE
4WD Utility Truck (4WD Pickup)	\$ 155.00	\$ 160.00	\$ 116.00	\$ 118.32	\$ 105.00	\$ 105.00	\$ 175.00	\$ 175.00	\$ 170.00	\$ 180.00	-	-
									*Incomplete Bid			*Incomelte Bid



 <p>CITY OF ST. CHARLES ILLINOIS • 1834</p>	<b>AGENDA ITEM EXECUTIVE SUMMARY</b>		Agenda Item number: *5.D
	Title:	<b>Recommendation to Approve a Resolution Awarding the Bid for City Sanitary Sewer Root Control Program</b>	
	Presenter:	<b>Tim Wilson</b>	
<b>Meeting:</b> Government Services Committee		<b>Date:</b> August 28, 2023	
<b>Proposed Cost:</b> \$ 46,869.26		<b>Budgeted Amount:</b> \$60,000	<b>Not Budgeted:</b> <input type="checkbox"/>
<b>TIF District:</b> Choose an item.			
<b>Executive Summary</b> (if not budgeted, please explain):			
<p>As part of the CMOM program and general maintenance of the sanitary sewer system, the city conducts a Main Line Sewer Root Removal Program. This work is completed by a contractor using an environmentally safe and IEPA approved root control chemical. The chemical is directly applied to the roots within the sewer system with the general intent to stop root growth. This is in an effort to reduce the risk of main line sewer backups caused by roots. The treatment areas are identified by the CMOM program and City sewer cleaning crews. In general, the City treats about 20,000 linear feet of sanitary sewers annually, with the program continually growing as the sewer system ages.</p> <p>On July 28, 2023 the City received one (1) bid submittal for the root control program. The sole bidder was Duke’s Root Control, Inc. City staff has evaluated and approved their submittal. Duke’s Root Control has completed the same work for the City over the last five years with no performance issues. The proposed unit cost is slightly higher than last year, but it is good for a three-year period and the actual quantity of work will be based on the approved annual budget.</p> <p>Based on Duke’s past performance and the submitted bid proposal, Staff recommends awarding the unit cost contract to Duke’s Root Control Inc. The optional two additional years will be exercised at the sole discretion of the City and approval of the fiscal budget and contractor performance.</p>			
<b>Attachments</b> (please list):			
None			
<b>Recommendation/Suggested Action</b> (briefly explain):			
Recommendation to approve a Resolution awarding the bid for Sanitary Sewer Root Control unit cost to Duke’s Root Control Inc. for a one-year period beginning September 1, 2023 through August 31, 2024, and to authorize staff to exercise the optional second and third year period based on budget approval and contractor performance.			