

AGENDA
CITY OF ST. CHARLES
GOVERNMENT SERVICES COMMITTEE MEETING
CHAIRPERSON ED BESSNER
MONDAY, AUGUST 22, 2022 – 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. Recommendation to approve a Resolution authorizing a Construction Contract for 2nd and 3rd Avenue Bridge Repairs.
- B. Recommendation to Waive the Formal Bid Procedure and approve a Resolution Authorizing a Construction Contract for the Public Works Facility Parking Lot Paving Improvement.
- C. Recommendation to approve a Resolution to Award the Bid for the 3-Year Parkway Tree Planting Program.
- *D. Recommendation to approve a Resolution authorizing a Consultant Contract for 2022 Bridge Repairs Design Engineering Services.

6. Public Comment

7. Additional Items from Mayor and City Council Members.

8. Executive Session

- Personnel – 5 ILCS 120/2(c)(1)
- Pending Litigation – 5 ILCS 120/2(c)(11)
- 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. 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).



AGENDA ITEM EXECUTIVE SUMMARY

Agenda Item number: 5.A

Title:

Recommendation to Approve a Resolution Authorizing a Construction Contract for 2nd and 3rd Avenue Bridge Repairs

Presenter:

Ken Jay

Meeting: Government Services Committee

Date: August 22, 2022

Proposed Cost: \$283,587

Budgeted Amount: \$255,000

Not Budgeted:

Executive Summary (if not budgeted please explain):

The City of St. Charles owns and maintains eight vehicular and pedestrian bridges. The bridges are inspected on one, two or four-year cycles depending on various factors, such as bridge condition, span lengths, etc. After each inspection, detailed reports are provided to City staff. Reports typically include recommended repairs and timelines. Repair plans and specifications have been prepared for 2nd Avenue Bridge, 3rd Avenue Bridge, and the Main Street Bridge alcoves. Improvements include hard-armoring the slopewalls beneath the 2nd and 3rd Avenue bridges, painting exposed rebar on the underside of the 2nd and 3rd Avenue bridges, curb repairs, driving surface deck sealing, and concrete repairs and crack sealing of the alcoves on Main Street Bridge.

Bid Results:

On August 4, 2022, sealed bids for the 2nd and 3rd Avenue Bridges and Main Street Bridge Alcove Repairs were electronically submitted. The City received a total of three (3) bids for this project, with the results shown below:

Herlihy Mid-Continent Company	\$283,587.00
Martam Construction, Inc.	\$316,236.00
Alliance Contractors, Inc.	\$440,622.55

While the low bid is over budget, City staff propose to utilize funds budgeted for construction engineering to cover the additional construction cost. Public Works Engineering staff will oversee construction. Staff do not believe that rebidding will reduce costs in the current environment.

Herlihy Mid-Continent Company of Romeoville, IL recently completed the repairs to the Illinois Bridge in 2016 and is capable and qualified to complete the project. Construction is anticipated to begin in September, with substantial completion in November.

Attachments (please list):

None

Recommendation/Suggested Action (briefly explain):

Recommendation to approve a Resolution authorizing a Construction Contract with Herlihy Mid-Continent Company for the 2nd and 3rd Avenue Bridge Repairs in the amount of \$283,587.



AGENDA ITEM EXECUTIVE SUMMARY

Agenda Item number: 5.B

Title:

Recommendation to Waive the Formal Bid Procedure and Approve a Resolution Authorizing a Construction Contract for the Public Works Facility Parking Lot Paving Improvement

Presenter:

Ken Jay

Meeting: Government Services Committee

Date: August 22, 2022

Proposed Cost: \$110,000

Budgeted Amount: \$110,500

Not Budgeted:

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

The fiscal year 2023 budget includes removal and replacement of a portion of the Public Works Facility’s parking lot. The primary focus area will be near the main entrance to the building, which serves as the primary parking area for guests and employees.

Staff propose waiving the bid procedure and utilizing extended unit prices from the recent Street Rehabilitation bid and awarding the contract to Geneva Construction Company of Aurora, IL.

Attachments *(please list):*

*Bid Waiver

Recommendation/Suggested Action *(briefly explain):*

Recommendation to Waive the Formal Bid Procedure and approve a Resolution Authorizing a Construction Contract with Geneva Construction Company for the Public Works Facility Parking Lot Paving Improvement in the amount of \$110,000.



BID WAIVER One Time Today through

Description: Construction Contract - PW Facility Parking Lot Improvement

Requested Vendor: Geneva Construction Co.

Requested by: Ken Jay

Date: 8/15/22

Approvals: _____
Department Head Procurement

Bid Waivers are required when there are unique circumstances related to a proposed procurement that has not been competitively solicited.

1. This procurement is valued at \$ 110,000 for this one time order, and/or
\$ _____ for a 12 month period.

2. This good/service has been competitively solicited within the past 24 months. Yes No
If yes: Was the solicitation published on the city website? Yes No

3. Justification for Bid Waiver

- Emergency** i.e. declared by the Mayor and applicable to EOC/FEMA procedures.
- Urgent** i.e. required to resolve an unanticipated problem that, if not resolved within 48 hours, may cause undue risk to individuals and/or extensive damage to property.
- Need for these goods/services were **not anticipated and procurement through normal channels would take too long.**
- A responsible **contractor was on site** performing a related repair, and, based on professional judgement; it was prudent to request this service/repair from said contractor.
- These goods are replacement parts for a **warranted item, and the warranty is still in place**, and purchase of a non-brand item will jeopardize warranty.
- These goods/services are **inherently related to, and an ongoing part of**, other goods/services previously provided by the Provider.
- These goods utilize a **proprietary, patent, trademark, or customized programing** resulting in lack of competition.
- These goods are **standardized** for operational safety and efficiency.
- These goods are only available through the provider's **local distribution** channels.
- Other:



AGENDA ITEM EXECUTIVE SUMMARY

Agenda Item number: 5.C

Title:

Recommendation to approve a Resolution to Award the Bid for the 3-Year Parkway Tree Planting Program

Presenter:

AJ Reineking

Meeting: Government Services Committee

Date: August 22, 2022

Proposed Cost: \$100,000 annually

Budgeted Amount: \$100,000

Not Budgeted:

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

The City recently opened bids for a 3-year contract for parkway tree planting services spanning from Fall 2022 through spring 2025. The bid required unit prices to include the cost of the tree, the installation, mulching, initial watering, as well as a two-year warranty. This advertisement furnished three bids, of which Acres Group of Wauconda, IL was the lowest responsive, responsible bidder. Acres was also the only bidder who was able to source each species of tree listed in our bid.

While inspections and removals are being performed on a daily basis throughout the year, it is anticipated that between 250 and 300 trees will be planted in each fiscal year of the program. All trees that are to be planted will replace those that were removed due to catastrophic decline as a result disease, infestation, or significant trauma.

The City's Urban Forestry Management Plan includes a planting list that will improve the diversity of the City's urban forest, which will add an aesthetic diversity to the canopy, but will also help to minimize the impacts of diseases or infestations that affect a single species of tree more than another.

Attachments *(please list):*

*Bid Tabulation

Recommendation/Suggested Action *(briefly explain):*

Recommendation to approve a Resolution to award the bid for the 3-Year Parkway Tree Planting Program to Acres Group in accordance with their submitted unit costs.

Parkway Tree Planting Program PS2022-44

Fall/Spring Tree Program Price Proposal Worksheet

Genus	Common Name	Quantity	Acres Group		Diaz		Lawnboyz Landscaping	
			2.5"	Total Cost of 2.5"	2.5"	Total Cost of 2.5"	2.5"	Total Cost of 2.5"
Abies	White Fir	5	\$ 360.00	\$ 1,800.00	\$ 533.00	\$ 2,665.00	\$ 500.00	\$ 2,500.00
Abies	Douglas Fir	5	\$ 380.00	\$ 1,900.00	\$ 513.00	\$ 2,565.00	N/A	
Acer	State Street Maple	5	\$ 346.00	\$ 1,730.00	\$ 533.00	\$ 2,665.00	\$ 630.00	\$ 3,150.00
Acer	Miyabi Maple	5	\$ 346.00	\$ 1,730.00	\$ 546.00	\$ 2,730.00	\$ 630.00	\$ 3,150.00
Acer	Shangtung Maple	5	\$ 396.00	\$ 1,980.00	\$ 429.00	\$ 2,145.00	N/A	
Acer	Hedge Maple	5	\$ 342.00	\$ 1,710.00	\$ 513.00	\$ 2,565.00	N/A	
Acer	Trident Maple	5	\$ 356.00	\$ 1,780.00	N/A		N/A	
Acer	Princeton Maple	5	\$ 346.00	\$ 1,730.00	N/A		N/A	
Aesculus	Buckeye	5	\$ 366.00	\$ 1,830.00	N/A		N/A	
Aesculus	Horsechestnut	5	\$ 366.00	\$ 1,830.00	\$ 585.00	\$ 2,925.00	N/A	
Alnus	Alder	5	\$ 316.00	\$ 1,580.00	\$ 455.00	\$ 2,275.00	N/A	
Amelanchier	Serviceberry - Standard	5	\$ 346.00	\$ 1,730.00	N/A		\$ 480.00	\$ 2,400.00
Amelanchier	Serviceberry - Multistem	5	\$ 284.00	\$ 1,420.00	\$ 390.00	\$ 1,950.00	\$ 450.00	\$ 2,250.00
Asimina	Paw Paw	5	\$ 386.00	\$ 1,930.00	\$ 585.00	\$ 2,925.00	\$ 700.00	\$ 3,500.00
Betula	River Birch	5	\$ 346.00	\$ 1,730.00	\$ 422.00	\$ 2,110.00	\$ 470.00	\$ 2,350.00
Carpinus	European Hornbeam	5	\$ 372.00	\$ 1,860.00	\$ 455.00	\$ 2,275.00	\$ 550.00	\$ 2,750.00
Carya	Hickory	5	\$ 425.00	\$ 2,125.00	\$ 520.00	\$ 2,600.00	N/A	
Catalpa	Catalpa	5	\$ 346.00	\$ 1,730.00	\$ 487.50	\$ 2,437.50	\$ 470.00	\$ 2,350.00
Celtis	Hackberry	5	\$ 366.00	\$ 1,830.00	\$ 474.50	\$ 2,372.50	\$ 590.00	\$ 2,950.00
Cercis	Redbud - Standard	5	\$ 366.00	\$ 1,830.00	\$ 474.50	\$ 2,372.50	\$ 600.00	\$ 3,000.00
Cercis	Redbud - Multistem	5	\$ 266.00	\$ 1,330.00	\$ 383.50	\$ 1,917.50	\$ 400.00	\$ 2,000.00
Chionanthus	Tokyo Tower Fringe Tree	5	\$ 396.00	\$ 1,980.00	\$ 715.00	\$ 3,575.00	\$ 450.00	\$ 2,250.00
Clasrastis	Yellowwood	5	\$ 372.00	\$ 1,860.00	\$ 585.00	\$ 2,925.00	\$ 700.00	\$ 3,500.00
Cornus	Dogwood SSP	5	\$ 372.00	\$ 1,860.00	\$ 533.00	\$ 2,665.00	\$ 450.00	\$ 2,250.00
Cornus	Kousa Dogwood	5	\$ 346.00	\$ 1,730.00	\$ 533.00	\$ 2,665.00	\$ 350.00	\$ 1,750.00
Cornus	Japanese Cornel	5	\$ 372.00	\$ 1,860.00	\$ 513.50	\$ 2,567.50	N/A	
Corylus	Turkish Filbert	5	\$ 410.00	\$ 2,050.00	\$ 546.00	\$ 2,730.00	N/A	
Fagus	European Beech	5	\$ 440.00	\$ 2,200.00	\$ 552.50	\$ 2,762.50	N/A	
Fagus	Purple Beech	5	\$ 435.00	\$ 2,175.00	\$ 695.50	\$ 3,477.50	\$ 850.00	\$ 4,250.00
Ginko	Ginko	5	\$ 475.00	\$ 2,375.00	\$ 585.00	\$ 2,925.00	\$ 750.00	\$ 3,750.00
Gleditsia	Honey Locust	5	\$ 351.00	\$ 1,755.00	\$ 487.50	\$ 2,437.50	\$ 600.00	\$ 3,000.00
Gymnocladus	Kentucky Coffeetree	5	\$ 372.00	\$ 1,860.00	\$ 455.00	\$ 2,275.00	\$ 600.00	\$ 3,000.00
Katsura	Katsura	5	\$ 372.00	\$ 1,860.00	\$ 520.00	\$ 2,600.00	N/A	
Liquidambar	Sweetgum	5	\$ 372.00	\$ 1,860.00	\$ 520.00	\$ 2,600.00	\$ 550.00	\$ 2,750.00
Liriodendron	Tuliptree	5	\$ 372.00	\$ 1,860.00	\$ 520.00	\$ 2,600.00	\$ 650.00	\$ 3,250.00
Maclura	Whiteshield Osage Orange	5	\$ 372.00	\$ 1,860.00	\$ 533.00	\$ 2,665.00	N/A	
Malus	Crabapple - Standard	5	\$ 340.00	\$ 1,700.00	\$ 409.50	\$ 2,047.50	\$ 530.00	\$ 2,650.00
Malus	Crabapple - Multistem	5	\$ 289.00	\$ 1,445.00	\$ 461.00	\$ 2,305.00	\$ 490.00	\$ 2,450.00
Metasequoia	Dawn Redwood	5	\$ 372.00	\$ 1,860.00	\$ 474.50	\$ 2,372.50	\$ 370.00	\$ 1,850.00
Nyssa	Blackgum	5	\$ 425.00	\$ 2,125.00	N/A		\$ 630.00	\$ 3,150.00
Ostrya	Ironwood	5	\$ 351.00	\$ 1,755.00	\$ 513.50	\$ 2,567.50	N/A	
Picea	Black Hill Spruce	5	\$ 320.00	\$ 1,600.00	\$ 585.00	\$ 2,925.00	\$ 450.00	\$ 2,250.00

Picea	Serbian Spruce	5	\$ 320.00	\$ 1,600.00	\$ 488.00	\$ 2,440.00	\$ 450.00	\$ 2,250.00
Picea	Norway Spruce	5	\$ 320.00	\$ 1,600.00	\$ 533.00	\$ 2,665.00	\$ 450.00	\$ 2,250.00
Picea	Blue Spruce	5	\$ 320.00	\$ 1,600.00	\$ 533.00	\$ 2,665.00	\$ 450.00	\$ 2,250.00
Pinus	Bosnian Pine	5	\$ 350.00	\$ 1,750.00	\$ 533.00	\$ 2,665.00	N/A	
Platanus	London Plane Tree	5	\$ 352.00	\$ 1,760.00	\$ 455.00	\$ 2,275.00	\$ 550.00	\$ 2,750.00
Platanus	Planetree	5	\$ 352.00	\$ 1,760.00	\$ 467.00	\$ 2,335.00	N/A	
Quercus	Swamp White Oak	5	\$ 366.00	\$ 1,830.00	\$ 507.00	\$ 2,535.00	\$ 650.00	\$ 3,250.00
Quercus	Black Oak	5	\$ 372.00	\$ 1,860.00	N/A		N/A	
Quercus	Burr Oak	5	\$ 356.00	\$ 1,780.00	\$ 507.00	\$ 2,535.00	\$ 600.00	\$ 3,000.00
Quercus	Elnglish Oak	5	\$ 372.00	\$ 1,860.00	\$ 566.00	\$ 2,830.00	N/A	
Quercus	Red Oak	5	\$ 372.00	\$ 1,860.00	\$ 507.00	\$ 2,535.00	\$ 650.00	\$ 3,250.00
Quercus	White Oak	5	\$ 372.00	\$ 1,860.00	\$ 585.00	\$ 2,925.00	N/A	
Quercus	Shingle Oak	5	\$ 372.00	\$ 1,860.00	\$ 507.00	\$ 2,535.00	\$ 750.00	\$ 3,750.00
Quercus	Sawtooth Oak	5	\$ 392.00	\$ 1,960.00	\$ 520.00	\$ 2,600.00	N/A	
Sassafras	Sassafras	5	\$ 392.00	\$ 1,960.00	N/A		N/A	
Styphnolobium	Japanese Scholar Tree	5	\$ 422.00	\$ 2,110.00	N/A		N/A	
Syringa	Tree Lilac	5	\$ 372.00	\$ 1,860.00	\$ 533.00	\$ 2,665.00	\$ 700.00	\$ 3,500.00
Taxodium	Bald Cypress	5	\$ 352.00	\$ 1,760.00	\$ 464.00	\$ 2,320.00	\$ 530.00	\$ 2,650.00
Tilia	Littleleaf Linden	5	\$ 352.00	\$ 1,760.00	\$ 507.00	\$ 2,535.00	\$ 600.00	\$ 3,000.00
Ulmus	Elm - Hybrids	5	\$ 352.00	\$ 1,760.00	\$ 415.00	\$ 2,075.00	\$ 510.00	\$ 2,550.00
Zelkova	Zelkova	5	\$ 372.00	\$ 1,860.00	\$ 494.00	\$ 2,470.00	N/A	
			\$ 114,755.00		\$ 140,787.50		\$ 108,900.00	

*The City intends to plant approximately 300 trees per year, divided between two planting cycles (spring and fall). Quantities listed herein are for bid analysis only and in no way represent a guaranteed minimum per type of tree. Actual quantities will be based on site needs and the City's discretion.

**The City understands constraints of supply chain, and trees listed on the bid may or may not be available at time of ordering. Therefore, Species and quantities are for calculating awarded contractor only.



AGENDA ITEM EXECUTIVE SUMMARY

Agenda Item number: *5.D

Title:

Recommendation to Approve a Resolution Authorizing a Consultant Contract for 2022 Bridge Repairs Design Engineering Services

Presenter:

Ken Jay

Meeting: Government Services Committee

Date: August 22, 2022

Proposed Cost: \$33,000

Budgeted Amount: \$40,000

Not Budgeted:

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

The City of St. Charles owns and maintains eight vehicular and pedestrian bridges. The bridges are inspected on one, two or four-year cycles depending on various factors, such as bridge condition, span lengths, etc. After each inspection, detailed reports are provided to City staff. Reports typically include recommended repairs and timelines.

In an effort to keep the City's bridges in a state of good repair, staff solicited consulting firms to provide the City with construction plans, specifications and permits for timely bridge repairs. The bridge included in this design contract is the Prairie Street Bridge.

Staff advertised a request for qualifications for design engineering services. Six firms submitted qualifications to the City. Staff evaluation determined that Alfred Benesch and Company (Benesch) was the most qualified to perform the requested services. Benesch has been under contract with the City as our Bridge Inspection Consultant since 2017, and recently completed bridge repair plans for 2nd and 3rd Ave Bridges and the Main Street Alcoves. Benesch has performed admirably in their role and has designed several bridge rehabilitation projects in the Chicago region. Design is anticipated to be substantially complete by the end of fiscal year 2023, allowing staff to budget for the construction phase in an upcoming fiscal year.

Staff recommends approving a design engineering contract for 2022 Bridge Repairs to the most qualified consultant, Alfred Benesch and Company, of Chicago, IL, in an amount not to exceed \$33,000. Staff have reviewed and negotiated contract scope and manhours. Hourly rates are consistent with current industry standards.

Attachments *(please list):*

None

Recommendation/Suggested Action *(briefly explain):*

Recommendation to approve a Resolution authorizing a Consultant Contract with Alfred Benesch and Company for the 2022 Bridge Repairs Design Engineering Services contract in an amount not to exceed \$33,000.