

**AGENDA
CITY OF ST. CHARLES, IL
GOVERNMENT SERVICES COMMITTEE MEETING
RITA PAYLEITNER, CHAIRMAN**

**MONDAY, APRIL 22, 2019, 7:00 P.M
CITY COUNCIL CHAMBERS
2 E. MAIN STREET, ST. CHARLES, IL 60174**

1. CALL TO ORDER

2. ROLL CALL

3. ADMINISTRATIVE

- a. Electric Reliability Report – Information only.
- b. Active River Project Update – Information only.
- c. Natural Resources Commission Minutes – Information only.
- d. Phosphorus Removal and Digester Improvements Project Update – Information only.

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. POLICE DEPARTMENT

- *a. Recommendation to approve a Street Closure for Two Baker Memorial Church Car Washes, to be held on May 18 and June 29, 2019.
- *b. Recommendation to approve Parking Lot, Street Closure and Use of Amplification Equipment for St. Charles Cruise Nights.
- *c. Recommendation to approve Street Closure for the Annual Baker Memorial Farmers Market from June through October.

- *d. Recommendation to approve Street and Parking Lot Closures and Use of Amplification Equipment for the 2019 Fox Valley Marathon.
- *e. Recommendation to approve the Purchase of Motorola Portable Radios.
- f. Recommendation to approve the Purchase, Installation and Configuration of a Forensic Recovery of Evidence Data Center at the New Police Facility.

6. PUBLIC WORKS DEPARTMENT

- a. Recommendation to Waive the Formal Bid Procedure and Approve the Purchase of Electric SCADA System Upgrade from Open Systems International, Inc.
- b. Recommendation to approve Intergovernmental Agreement with St. Charles Park District for Fiber Services and approval of Budget Addition to Build the Fiber Extensions.
- c. Recommendation to Waive the Formal Bid Procedure and approve the Ordering of Gasoline and Diesel Fuel (Bio-Diesel) on an As Needed Basis for FY 2019/2020.
- d. Recommendation to award the Purchase of one 2019 John Deere 85G FT4 Excavator to West Side Tractor and to Sell the replacement vehicle, #1778, a 2000 John Deere Mini Excavator via an online auction to the highest bidder.
- *e. Recommendation to approve the Sale of Items of Personal Property owned by the City of St. Charles via an online auction to the highest bidder.
- f. Recommendation to Waive the Formal Bid Procedure and accept the Blanket Quote from Federal Pacific for Stock Switchgear for Fiscal Year 2019/2020.
- g. Recommendation to Waive the Formal Bid Procedure and accept the Blanket Quote from Anixter, Inc. for Okonite Cable for FY 2019/2020.
- h. Recommendation to Waive the Formal Bid Procedure and Allow “Spot Buying” of Cable and Transformers on an As-Needed Basis for FY 2019/2020.
- *i. Recommendation to award the Bid for Asphalt Materials to Plote Construction and Superior Asphalt Materials.
- *j. Recommendation to award the Bid for Concrete Materials to AC Ready Mix.
- *k. Recommendation to award the Bid for Hauling Services to S. Schroeder Trucking, Inc.

- *l.** Recommendation to award the Bid for Stone and Gravel Material to Schroeder.
- *m.** Recommendation to approve the Award of One 2019 F-550 XL Chassis Cab to Sutton Ford and to Sell the Replaced F-350 SD Pickup #1713.
- *n.** Recommendation to approve the Award of One 2019 Ford Expedition to Kunes Country Ford and to Sell the Replaced 2014 Chevrolet Tahoe #1884.
- *o.** Recommendation to award the Bid for Five Year Landscape Maintenance Contract.
- p.** Recommendation to authorize Contract Extension for Lawn Mowing Services.
- *q.** Recommendation to authorize Contract Extension for Concrete Lifting Services.
- *r.** Recommendation to approve Budget Addition for Motor Fuel Tax Funding related to 2019 Street Rehabilitation Project.
- s.** Recommendation to approve Intergovernmental Agreement with the City of Geneva for the Resurfacing of Gray Street.
- t.** Recommendation to approve Construction Contract for the 2019 Street Rehabilitation Program.
- *u.** Recommendation to approve a Resolution with the Illinois Department of Transportation for the 2019 Street Rehabilitation Program.
- v.** Recommendation to approve Construction Contract for the Patricia Lane Base Reclamation Project.
- *w.** Recommendation to award the Bid for Liquid Sludge Dewatering.
- x.** Recommendation to award the Bid for Water and Wastewater Treatment Chemicals.
- y.** Recommendation to Waive the Formal Bid Procedure and award Proposal for Well #8 Booster Pumps Replacement.
- *z.** Recommendation to award Agreement for Engineering Services for CMOM Phase 1 Flow Monitoring.

7. 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)

8. ADDITIONAL ITEMS FROM MAYOR, COUNCIL, STAFF OR CITIZENS

9. ADJOURNMENT

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: 3.a

Title: Electric Reliability Report – Information Only

Presenter: Tom Bruhl

Meeting: Government Services Committee

Date: April 22, 2019

Proposed Cost: \$

Budgeted Amount: \$

Not Budgeted:

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

For Information Only.

Attachments *(please list):*

February 2019 Outage Report
March 2019 Outage Report

February 2019 Streetlight Repair Report
March 2019 Streetlight Repair Report

Recommendation/Suggested Action *(briefly explain):*

For information only.

**City of St. Charles
February 2019 Outages**

OUTAGE No.	DATE	TIME OFF	TIME ON (Min)	AREA AFFECTED	CIRCUIT No.	CAUSE/RESPONSE	NO. OF CUST.	OUTAGE MINUTES	MAJOR CATEGORY	SUB CATEGORY
1	2/6/2019	6:27 PM	0	Large sections of the northeast quadrant and AMLI area in the southeast quadrant.	L13154	Car vs. pole at Division and 7th Avenue caused ComEd lines to flash together	1466	0	Others	Vehicle
2	2/8/2019	6:50 PM	110	Chasse Cir. / Shires Ln.	713	Blown fuse in switchgear. Hipot spans and energize to normal open.	11	1,210	Animal	Mouse
2	2/8/2019	6:50 PM	0	Chasse Cir. / Shires Ln.	713	Momentary outage on circuit suspected due to rodent intrusion into a live front switchgear.	672	0	Animal	Mouse
3	2/12/2019	1:42 PM	0	Costco & Fire station #3. Starting at fairgrounds on Randall Rd., north to Oak St., to Woodward, to Regency Dr. West, to the RR tracks, to Dean St., to 17th St. to Main, to Randall Rd.	611	Ice and wind caused phases to short together and a momentary breaker operation for the entire circuit.	137	0	Weather	Ice
3	2/12/2019	1:42 PM	63	Customers at the NE corner of Randall and West Main.	611	Ice and wind caused phases to short together. Installed insulators between phases.	4	252	Weather	Ice
4	2/16/2019	11:13 PM	0	Six circuits involved, difficult to define boundaries. Large sections of the SE quadrant and a small portion of the NE quadrant. All of Swift at 410 S. Kirk Rd.	L11167	ComEd circuit L11167 was dropped momentarily. Under investigation by ComEd - fault zone well south out St. Charles.	642	0	ComEd	L11167
5	2/24/2019	11:21 AM	12	Sub 3, The Reserve, North HS, Red Gate, Q-Center, Rt. 25, SW side of town, Blue Goose, PD.	L7962	ComEd had to open switch for safety to remove limb from another circuit (double circuited) on a pole north of the City Limits. ComEd closed in switch when they were done. (NOTE: 60 MPH winds/trees.)	2720	32,640	ComEd	L7962
						Total of Interrupted Minutes		34,102		
						Total SAIDI*	2.176			
						Total of ComEd Interrupted Minutes		32,640		
						Total SAIDI without ComEd	0.093			
						*System Average Interruption Duration Index (SAIDI)				

**City of St. Charles
March 2019 Outages**

OUTAGE No.	DATE	TIME OFF	TIME ON (Min)	AREA AFFECTED	CIRCUIT No.	CAUSE/RESPONSE	NO. OF CUST.	OUTAGE MINUTES	MAJOR CATEGORY	SUB CATEGORY
1	3/14/2019	12:19 AM	0	Sub 5, Dukane, Smithfield Foods, Wallace, Tyler, Production, Industrial, E. Main St., Ohio Ave.	11167	Instantaneous breaker operation on 11167 - ComEd. No City action taken. ComEd found blown arrester well south of City limits.	642	0	ComEd	11167
2	3/15/2019	9:06 AM	0	Sub 5, Dukane, Smithfield Foods, Wallace, Tyler, Production, Industrial, E. Main St., Ohio Ave.	11167	Instantaneous breaker operation on 11167 - ComEd. ComEd patrolled line and found additional arrester failures.	642	0	ComEd	11167
3	3/16/2019	12:02 AM	0	Sub 5, Dukane, Smithfield Foods, Wallace, Tyler, Production, Industrial, E. Main St., Ohio Ave.	11167	Breaker trip on ComEd 11167. ComEd initiated a complete inspection. All old porcelain arresters have been cut off the line. City switched off for a time and used reserve capacity on other lines while ComEd completed all investigations and corrective actions.	642	0	ComEd	11167
4	3/19/2019	11:35 PM	0	Foxfield, W. Main St., Production, Dukane.	715	Instantaneous breaker trip. Raccoon on riser pole to Aml. Patrolled line on 3/20/19, found and removed wildlife.	463	0	Animal	Raccoon
5	3/23/2019	5:45 PM	75	1614 Larson Ave.	515	Service fault. MetroNet hit. Jumper meter, dug 3/25/19.	1	75	Others	Dig-In
6	3/27/2019	10:15 AM	180	6th St./7th St. at Gray St.	624	Hooper - Scheduled Outage as part of Overhead reinforcement work.	18	3,240	Scheduled	SCMEU
7	3/28/2019	11:30 AM	180	6th St./7th St. at Gray St.	624	Hooper - Scheduled Outage as part of Overhead reinforcement work.	5	900	Scheduled	SCMEU
						Total of Interrupted Minutes		4,215		
						Total SAIDI*	0.269			
						Total of ComEd Interrupted Minutes		0		
						Total SAIDI without ComEd	0.269			
						*System Average Interruption Duration Index (SAIDI)				

Streetlight Repair Report

Expectation: Streetlights will be repaired within 10 days of notification.

Fiscal Year	Number of Lights Repaired	Average Days to Repair
2018	801	5.3

2019

Month Light Was Repaired	Number of Lights Repaired	Average Days to Repair
May	66	4.4
June	27	3.0
July	38	3.3
August	47	6.2
September	46	3.0
October	167	7.9
November	58	7.3
December	64	8.0
January	54	6.8
February	66	9.1
March	35	4.0
April		



AGENDA ITEM EXECUTIVE SUMMARY

Agenda Item number: 3.b

Title: Active River Project Update – Information Only

Presenter: Chris Adesso

Meeting: Government Services Committee

Date: April 22, 2019

Proposed Cost: \$ N/A

Budgeted Amount: \$ N/A

Not Budgeted:

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

The Active River Task Force wishes to provide the Council Committee updates on the status of topics pertaining to the Active River Project/Concept. The Task Force offers the attached information to the Committee. A member of the Task Force will be available at each of the Government Services Committee meetings to respond to any questions or comments that the Council Committee may have.

Attachments *(please list):*

* February, 2019 – Task Force Meeting Minutes

Recommendation/Suggested Action *(briefly explain):*

None – For information only.

**MINUTES
ACTIVE RIVER TASK FORCE MEETING
ST. CHARLES
JOHN RABCHUK, CHAIRMAN
FEBRUARY 18, 2019**

Members Present: Chair John Rabchuk, Chris Adesso, Trish Beckjord, Rick Brems, Holly Cabel, Jim Enck,

Members Absent: Monica Meyers, John Wessel

Others Present: Tom Anderson, Jon Hull, Tony Zehnder

1. Call Meeting to Order

The meeting was convened by John Rabchuk at 8:05 a.m.

2. Minutes Review and Approval

October 1 2018 meeting minutes were approved by proxy last October and submitted to the November GSC meeting.

An email vote was taken on October 30, 2019. Ayes – unanimous; Nays – none

3. Update on Presentation by City Economic Consultants

A. Preliminary presentation to Special City Council Workshop conducted on Monday, February 11, 2019 at 5:30 p.m.

Committee discussion. The overall tone of the presentation by HOV (the economic analysis consultants hired by the City of STC) was very positive with a number of comments about the excitement that the HOV staff felt as they worked on this project. Their analysis of approximately a dozen cities that have developed similar riverfront projects was also very positive: especially in the area of the economic development that was spurred in each city by their river projects.

There were two areas of the presentation that the ARP Task Force members had questions about however. First, the presentation was heavily focused on the recreational and tourism aspects of the project as opposed to the potential impact on economic development. Second, there were comments made by some aldermen suggesting that this entire project is primarily recreational and should be managed and financed by the Park District. One alderman stated that this entire project was initiated by the Park District and should be completed by them. This is not true. The project was initiated by a joint effort of the City, the Park District, the River Corridor Foundation and the Kane County Forest Preserve; and, as the consults analysis indicates, the primary result of this type of project in all of the other communities has been in the area of economic development – not recreational opportunities.

- B. Discussion of planned final presentation of analysis and direction going forward to the City of St. Charles Planning Commission on Monday, March 4.

The City intends to utilize the Plan Commission to create an amended comprehensive plan for the downtown area and the Active River Plan will be part of their consideration for this area. This will be the first formal presentation of this plan to this Commission.

4. Marketing, Publicity and Community Outreach

- A. Possibility of utilizing Active River Project as part of City Comprehensive Plan Update

See above.

- B. Committee discussion on how to promote and educate the Active River to the Community.

The River Corridor Foundation has created a Public Outreach Committee under the direction of Rick Brems with the mission of creating more public awareness and understanding of the ARP and additional riverfront improvements under consideration. This might include public presentations, social media, etc.

5. Member organization updates

- A. Park District Projects

- i. Shoreline Restoration and stabilization effort for the fall of 2019
Holly Cabel updated the group on the Golf Shore Stabilization Project. Construction will start in the fall of 2019 to minimize disruption during the golf season.
- ii. Boy Scout Parking Boat Launch Project – Finalizing Spring of 2019
Holly Cabel gave an update on this project.
The UP Right-of-Way. The Park District was awarded a matching grant to be utilized for the purchase of the UP Railroad right of way from Randall Road to the Fox River. Negotiations with UP will begin. The Forest Preserve is negotiating for the purchase of the UP Right of Way from Randall Road west to the Great Western Trail.

- B. City of St. Charles

- i. East First Street Plaza – Construction in Spring of 2019
Discussion focused on whether the First Street Plaza extension to the river would accommodate an underpass of Main Street Bridge. The design has not been completed at this point.

- ii. Plans for the deteriorating Freedom Trail
The City will continue to repair the brick walkway with asphalt as required. There are funds allocated for reconstructing the underlying break-wall in the City's long-range capital plan, but these funds could be utilized for the ARP if/when that plan is approved.

C. River Corridor Foundation

- i. Discussion of this year's Heart of the Fox on Saturday, June 15, 2019.

Discussion of the two races, a 5K & 10K runs, two color runs, games, and tug of war across the river. Event video was also discussed.

- ii. Investigating upgrades to Langum Park corridor – East side of Fox River along Route 25

Committee discussion. This Langum Park Trail Master Plan potential project will be presented at the February 25, 2019 Government Services Committee meeting by Jim Enck and John Rabchuk and to the St. Charles Park District Board on Tuesday, February 26, 2019. No formal plans yet, but wanted to make each group aware of the potential for changes and to gather comments.

6. New business; None

7. Adjournment

The next meeting will be determined at a later date when more information will be forthcoming from the City of St. Charles and the St. Charles Park District.

A motion to adjourn was made by Ms. Beckjord and seconded by Rick Brems.

A voice vote was taken. Ayes – unanimous; Nays – none; Absent—M. Meyers, J. Wessel

The motion carried and the meeting adjourned at 9:12 a.m.



AGENDA ITEM EXECUTIVE SUMMARY

Agenda Item number: 3.c

Title: Natural Resources Commission Minutes – Information only

Presenter: AJ Reineking

Meeting: Government Services Committee

Date: April 22, 2019

Proposed Cost: \$ n/a

Budgeted Amount: \$

Not Budgeted:

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

A duty of the Natural Resources Commission is to advise and consult with the Government Services Committee. The February 14, 2019 Natural Resources Commission meeting minutes are attached.

Attachments *(please list):*

* Natural Resources Commission Minutes – February 2019 meeting minutes

Recommendation/Suggested Action *(briefly explain):*

For information only.

**MINUTES
CITY OF ST. CHARLES
NATURAL RESOURCES COMMISSION MEETING
RALPH GRATHOFF, CHAIRMAN
FEBRUARY 14, 2019**

Members Present: Chairman Ralph Grathoff, Kathy Brens, Heather Goudreau, Jillian Leturno, Suzi Myers, Caroline Wilfong

Members Absent: Isabella Bernat, Jon Duerr, Chloe Fanning, Lee Haggas, Loren Nagy, Pam Otto

Others Present: Chris Adesso, Marcelline D'Argento, AJ Reineking

Visitors Present: Tom Galante, Ryan Johnson, Kristen Sernett

1. Call to Order & Pledge of Allegiance

The meeting was convened by Chair. Grathoff at 7:03 p.m.

2. Introduction of Visitors, Comments and Concerns

Introductions were made by Commissioners, City staff and visitors.

Mr. Tom Galante and Mr. Ryan Johnson were in attendance to observe the meeting as potential new Natural Resources Commission [NRC] members.

Ms. Kristen Sernett expressed interest in NRC-sponsored activities.

3. Minutes Review and Approval

Motion to approve and place into the public record the minutes of the January 10, 2019 Natural Resources Commission meeting. Motion by Comm. Brens, second by Comm. Goudreau to approve the minutes. Voice vote: unanimous; nays – none. Motion carried at 7:05 p.m.

4. Old Business

A. Government Services Committee February Meeting

Mr. Reineking noted the NRC's Storm Drain Medallion Proposal and Tree Species Ordinance Amendment [Title 12, Chapter 12.20, Section .030, D.] are on the agenda for the Government Services Committee meeting on Monday, February 25, 2019 at 7:00 p.m. Members of the NRC were encouraged to attend.

B. Proxy Voting

Chair. Grathoff reported he had discussed proxy voting with City staff at the Mayor's Office and determined most City Commissions do not utilize proxy voting. Chair. Grathoff recommended this topic be deferred unless anyone had a concern. Comms. Brens and Myers and Mr. Adesso suggested contacting the NRC Chair, another Commissioner and/or City staff in the event of a meeting absence to ensure their thoughts were communicated at the meeting.

C. Arbor Day

Arbor Day is Friday, April 26, 2019. The NRC's Arbor Day celebration will once again be held at 4:00 p.m. in Lincoln Park. Planning is underway, and Ms. D'Argento issued the annual checklist for the event to the NRC.

5. New Business

A. Potential Natural Resources Commissioners

With the departure of Comms. Blaine and Hauser there are two vacancies on the NRC. Messrs. Galante and Johnson expressed interest in joining the NRC and submitted letters of interest and resumes to Mayor Rogina and the NRC. Appointments to the NRC will be made by Mayor Rogina pursuant to City Code 12.20.040.

6. Committee Reports

A. Education Committee

Comm. Myers provided a recap of the NRC's 2018 book donation. *The Survivor Tree* was donated by the NRC to all the elementary and middle schools in St. Charles.

Comm. Goudreau suggested providing storm drain education to students and also having student volunteers help install the storm drain medallions.

B. Langum Woods Clean-Up Committee

In Comm. Otto's absence, Comm. Myers reported she and Comms. Otto, Goudreau were at Langum Woods for a scheduled work day, however, there were no high school volunteers in attendance as planned. Ms. Sernett suggested cross-marketing of events, such as the Langum Woods work day, with Batavia and Geneva in order to attract more volunteers. Comm. Brens suggested coordinating clean-up events with the City's Community Services staff. Comm. Goudreau asked it would be allowable to include other municipalities' events on the NRC's Facebook page; Mr. Adesso responded affirmatively. Comm. Myers noted trees and limbs that have fallen in the woods may be considered "habitat" but asked City staff for their opinion on whether or not to remove fallen trees and limbs. Mr. Adesso responded that if the limbs are not hanging causing a safety concern, Public Works would value the NRC's guidance on this type of issue.

Additionally, Comm. Myers provided a brief summary of the NRC's involvement with Langum Woods, which are the only City-owned woods in St. Charles. The former Tree Commission, now the NRC, sought to preserve Langum Woods for community enjoyment. There are seven acres of natural woods with walking path, and work days focus clearing the paths and removing invasive species from the woods. Cold weather work days are preferred as there are many wildflowers growing in Langum Woods during warmer weather that could be trampled. Comm. Goudreau suggested inviting the public to a wildflower walk in the spring to help bring awareness to Langum Woods and inspire the community to volunteer for work days.

7. Public Services Division Tree Activity Reports January 2019

Motion by Comm. Myers to approve the Public Services Division Tree Activity Reports and place into the public record, second by Comm. Brens. Voice vote: unanimous; nays – none. Motion carried at 7:45 p.m.

8. Additional Items

A. Commissioners

Chair. Grathoff commented positively on the new LED streetlights on Prairie Street; the light is clean and clear, LED lights use less electricity and cause less light pollution. Chair. Grathoff asked when all the streetlights in the City would be replaced with LEDs. Mr. Adesso explained the City is in its first year of a three fiscal year plan to replace all existing streetlights with LED lights; the ROI for this project is only about five years.

The Commissioners thanked the visitors for attending the meeting and for their interest in the NRC.

B. City Staff

None.

C. Visitors

Messrs. Galante and Johnson restated their interest in joining the NRC, and commented positively on the scope of the NRC's activities.

Ms. Sernett asked if the City maintains signs along the Fox River regarding fishing restrictions and the containers for fishing line. Mr. Adesso explained the Illinois Department of Natural Resources or the St. Charles Park District, not the City's Public Works, would likely be responsible for this maintenance. Ms. Sernett commented she follows the NRC on Facebook and requested more information about the NRC's activities and responsibilities. Mr. Adesso explained the NRC is kept informed of Public Works activities, and has autonomy to pursue initiatives and events the Commissioners feel are appropriate. The NRC also has defined responsibilities set forth in City Code. Additionally, the NRC also makes recommendations to Public Works and to the City's Government Services Committee. Comm. Myers further explained the NRC represents the community and residents are encouraged to bring ideas and concerns to the NRC's attention. Chair. Grathoff noted some of the recent issues the NRC has addressed including dark sky preservation, pumpkin recycling, climate change, LED lighting, monarch butterflies and planning the NRC's annual Arbor Day event, among other topics.

Ms. Sernett commented she reads all of Comm. Otto's articles, but the NRC and its activities are not really publicized [that she was aware of]. She asked if the NRC would consider giving presentations at the St. Charles Public Library. Comm. Goudreau reiterated Comm. Myers comments regarding residents bringing ideas and concerns to the NRC, and added the NRC is generally open to becoming involved in more activities and events. A Fox River clean-up day is under discussion for this fall, and the NRC plans to continue pumpkin composting and recycling Christmas lights. Mr. Adesso explained residents are also welcome to contact City staff with any questions or concerns about the activities of Public Works.

9. Adjournment

Motion by Comm. Myers to adjourn the meeting, second by Comm. Wilfong. Voice vote: unanimous; nays – none. Motion carried at 7:47 p.m.



AGENDA ITEM EXECUTIVE SUMMARY

Agenda Item number: 3.d

Title:

Phosphorus Removal and Digester Improvements Project
Update – Information only

Presenter:

Tim Wilson

Meeting: Government Services Committee

Date: April 22, 2019

Proposed Cost: n/a

Budgeted Amount: n/a

Not Budgeted:

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

Information only report on the Phosphorus Removal and Digester Improvements Project. The intent is to provide the Council Committee an update on the project status.

A member of the Public Works Staff will be available at each of the Government Services Committee meetings to respond to any questions or comments that the Council Committee may have.

Attachments *(please list):*

* Information only project report

Recommendation/Suggested Action *(briefly explain):*

None

Phosphorus Removal and Digester Improvements Project

March 2019

Construction Update Report

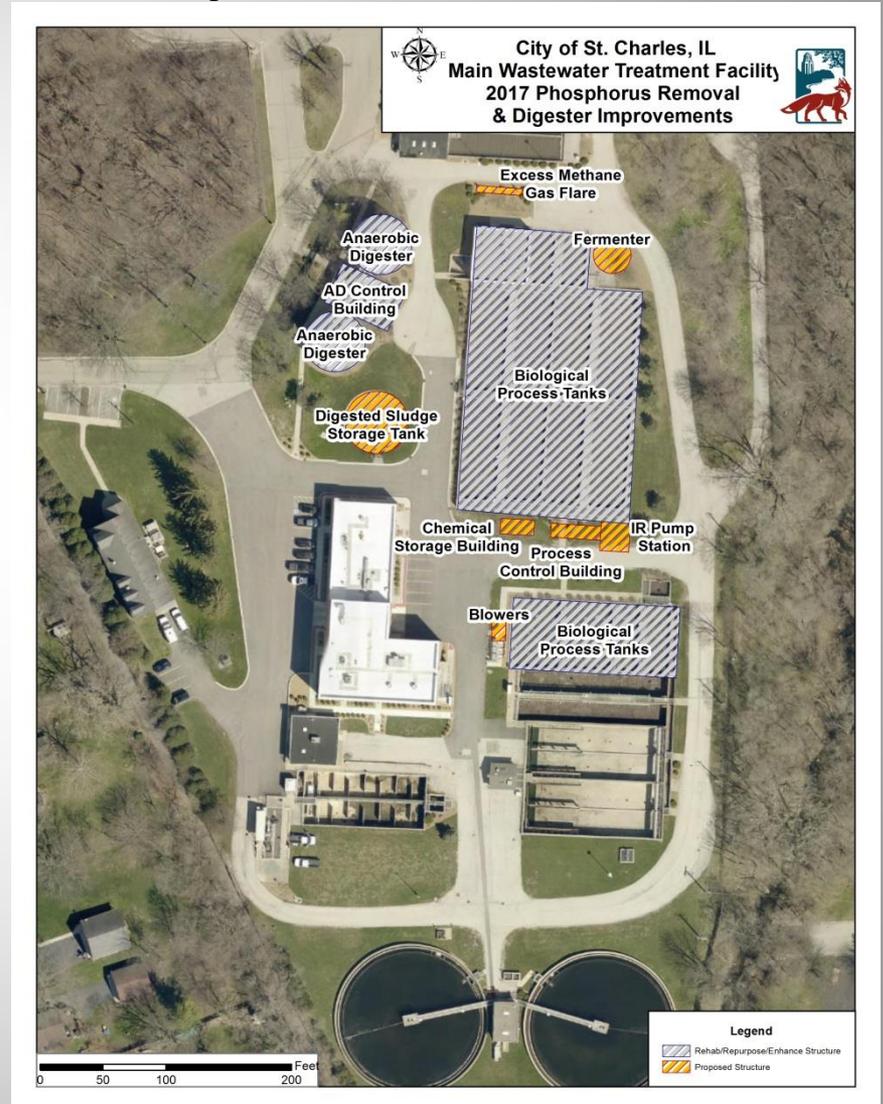
Construction Update

- Construction Contractor: IHC Construction Companies
- Project Schedule:
 - ~~Commence Construction : September 27, 2017~~
 - ~~Chemical Feed System Online : June 1, 2018~~
 - Substantial Completion : May 25, 2019
 - Final Completion : June 24, 2019
 - Pending Time Extension : None
- Construction Contract : \$13,294,896.00
- Approved Contract Change Orders : \$ 125,621
- Pending Contract Change Order : \$ 0
- Amount Billed to Date : \$12,410,066
- Est. Construction Percent Completed : 85 %

Construction Update

Current Construction Activity

- North Anaerobic Digester
- AD Control Building
- Digested Sludge Tank
- Fermenter
- IR Pump Station
- Chemical Storage Building
- Blowers
- Biological Aeration Tanks



North Anaerobic Digester

Piping Progress to Boilers



North Anaerobic Digester

- Concrete Collar and Retaining Walls



North Anaerobic Digester

- Stair Landing



Upper Aeration Tanks

- Clean water test and inspection of mixer



Sludge Storage Tank

Float test of Sludge Storage Tank Roof (lid)



Sludge Storage Tank

- Completed Cover Waiting on Paint



Pump Station

- Primary Sludge Pumps



Fermenter

- Odor Control Unit Installed



Fermenter

- Operational Test



Fermenter

- Underside of Fermenter Deck



Site Page

- Phosphorus Removal & Digester Improvements Project Page-
 - <https://www.stcharlesil.gov/projects/2017-phosphorus-removal-and-digester-improvements>



AGENDA ITEM EXECUTIVE SUMMARY

Agenda Item number: *5.a

Title:	Recommendation to Approve a Street Closure for Two Baker Memorial Church Car Washes, to be held on May 18 and June 29, 2019
Presenter:	Police Chief Keegan

Meeting: Government Services Committee Date: April 22, 2019

Proposed Cost: \$N/A Budgeted Amount: \$ Not Budgeted:

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

For the fourth year, the Baker Memorial United Methodist Church is requesting to hold two car washes as a fundraiser for a mission trip. The dates requested are:

- Saturday, May 18, 2019
- Saturday, June 29, 2019

The car washes will be held from 8:00 a.m. – 12:00 p.m.

Vehicles will be directed to enter the car wash area from the north at Cedar Avenue and N. 4th Avenue. Vehicles exiting the car wash area will be prohibited from turning left (east) on to E. Main Street.

The event organizers have requested to close N. 4th Avenue between E. Main Street and Cedar Avenue. This is the same closure which is used each Friday for the Farmer’s Market and the same barricades used for the market will be used for these events. No issues were reported with this event last year.

Attachments *(please list):*

None

Recommendation/Suggested Action *(briefly explain):*

Recommendation to approve closure of N. 4th Avenue for Baker Memorial car wash on May 18 and June 29, 2019.



AGENDA ITEM EXECUTIVE SUMMARY

Agenda Item number: *5.b

Title:

Recommendation to Approve Parking Lot, Street Closure, and Use of Amplification Equipment for St. Charles Cruise Nights

Presenter:

Chief Keegan

Meeting: Government Services Committee

Date: April 22, 2019

Proposed Cost: \$2,924.74 (PW)

Budgeted Amount: \$

Not Budgeted:

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

The St. Charles Chamber of Commerce is requesting to host Cruise Nights for the ninth year on the following Tuesdays in 2019: June 25 (rain date: June 27) and July 23 (rain date: July 30). These cruise nights have been held the past eight years without incident.

The requested location for this event is the same as last year's location on Riverside and Walnut Avenues. Riverside Avenue will be closed from Main St. to Illinois St. and Walnut Avenue will be closed from Riverside Ave. to Second Ave. from approximately 4:30 to 8:00 p.m. on both of the dates.

In addition to the street closure and use of barricades, they will need an electric hook-up and a loudspeaker permit during the time of the event on each date. The event sponsor will be responsible to move the barricades on each evening to reopen the street.

Any prep work, such as dropping barricades, will be handled by Public Works personnel as part of their regular work. Similarly, any need for Police assistance will be handled by on-duty personnel. There will be minimal cost to the City, if any, since no overtime will be expended nor any rental fees associated with barricades.

The sponsor will be in contact with all the effected businesses in the immediate area; they support the events and may participate in some manner. The Fire Department requires a 12-foot lane for access of any apparatus that may be needed.

No changes are requested to this year's event.

Attachments *(please list):*

None

Recommendation/Suggested Action *(briefly explain):*

Recommendation to approve parking lot, street closure, and use of amplification equipment for St. Charles Cruise Nights.



AGENDA ITEM EXECUTIVE SUMMARY

Agenda Item number: *5.c

Title: Recommendation to Approve Street Closure for the Annual Baker Memorial Farmers Market from June through October
Presenter: Chief Keegan

Meeting: Government Services Committee Date: April 22, 2019

Proposed Cost: N/A Budgeted Amount: \$ Not Budgeted:

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

The Farmers Market organizers at the Baker Memorial Church are requesting the closure of North 4th Avenue between Main St. and Cedar Ave. on Fridays from June until the end of October from approximately 5 a.m. until 2:30 p.m. The farmers market has taken place at this location for several years with no problems.

Barricades will be set in place for the duration of each event and then removed by the event organizer.

Attachments *(please list):*

None

Recommendation/Suggested Action *(briefly explain):*

Recommendation to approve street closure for the annual outdoor Baker Memorial Farmers Market from June through October.

FOX VALLEY MARATHON



Fall Final 20 | Half Marathon

September 22, 2019



September 21, 2019



Event Schematics

- FVM Road Schematics
- FVM Village Schematics
- FVM Kids Marathon Schematics

STREET CLOSING START SCHEMATIC

Sunday September 22, 2019



Barricades

STREET CLOSINGS:

- Sunday 7am to 1:45pm
- Sunday 5am to Sunday 3pm
- Sunday 6:45am to 7:30am FVM & Progressive Start
- Saturday 5am to Sunday 5pm

- Water
- Food
- Medical
- Washrooms
- Parking
- Emergency Shelter

PROGRESSIVE MARATHON COURSE

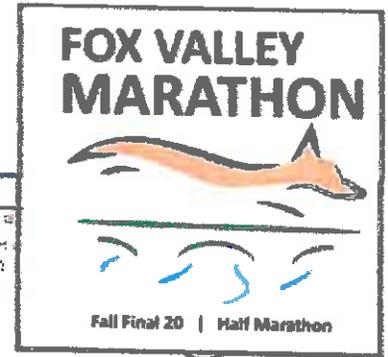
7:20-8:00am

Sunday September 22, 2019



STREET CLOSING FINISH SCHEMATIC

Sunday September 22, 2019

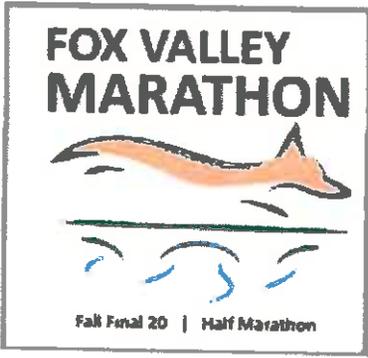


Barricades

STREET CLOSINGS:

- Sunday 7am to 1:45pm
- Sunday 5am to Sunday 3pm
- Saturday 5am to Sunday 5pm

- Water
- Food
- Medical
- Washrooms
- Parking
- Emergency Shelter

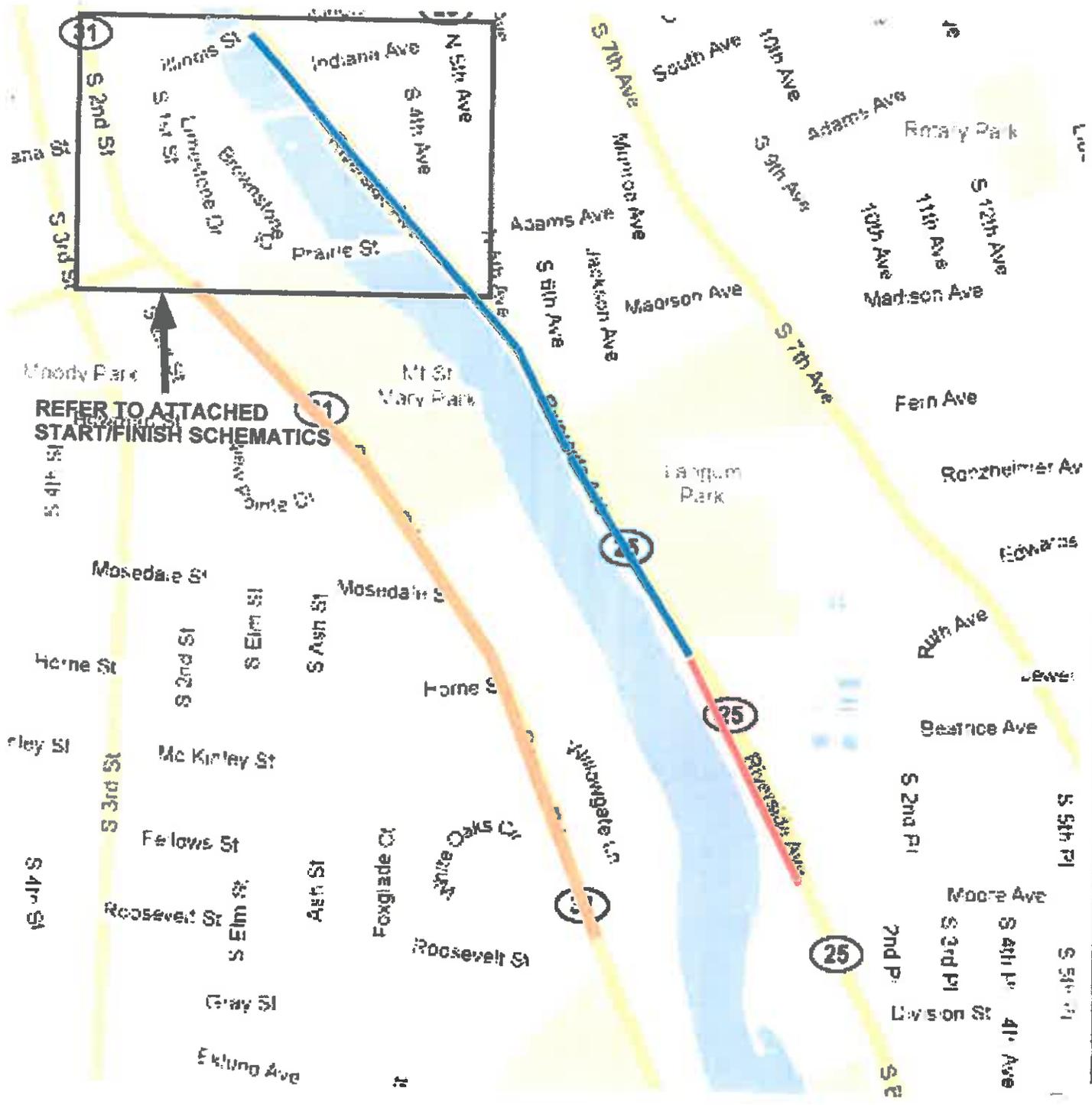


September 22, 2019

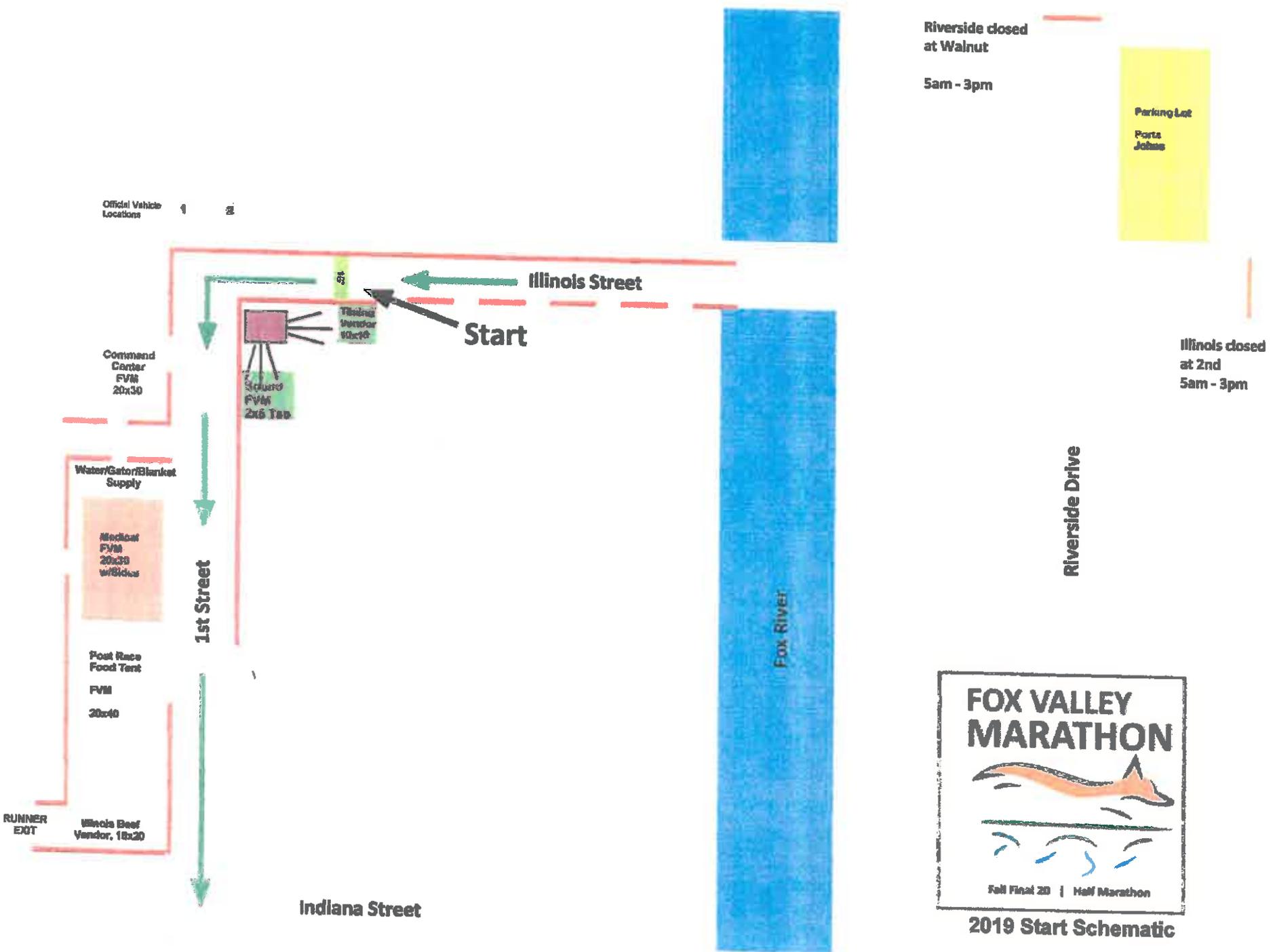
RTE's 25/31 SCHEMATIC

STREET/LANE CLOSINGS:

- Sunday 8:00am to 1:30pm
SINGLE PERSON WIDE, CONED LANE
West side of southbound lane.
STC Police controlled, while still allowing two-way vehicle traffic.
- Sunday 8am to 1:30pm
Riverside closed, both lanes
- Sunday 7am to 7:30am
SOUTHBOUND ONLY. STC Police controlled.
Geneva takes over at city limits



REFER TO ATTACHED START/FINISH SCHEMATICS



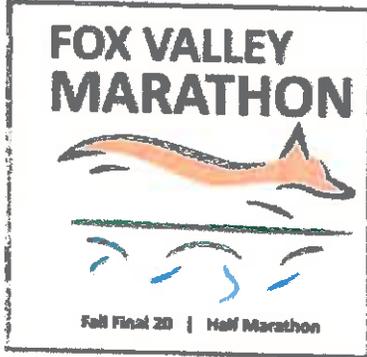
Official Vehicle Locations

Riverside closed at Walnut
5am - 3pm

Parking Lot
Ports Johns

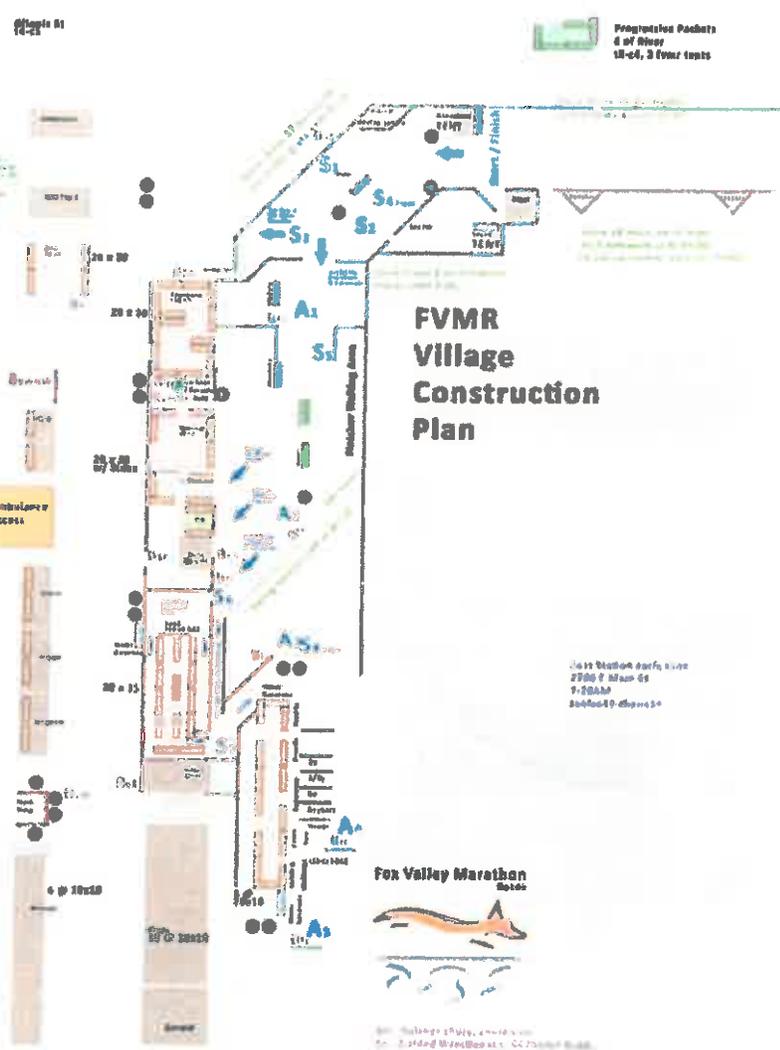
Illinois closed at 2nd
5am - 3pm

Riverside Drive



2019 Start Schematic

- Truck**
- 01 Main Road
 - 02 2nd St, Medical (Main)
 - 03 2nd St SW
 - 04 2nd St SW, West, South
- Tables 42 + 43**
- 04 42
 - 05 43
 - 06 44
 - 07 45
 - 08 46
 - 09 47
 - 10 48
 - 11 49
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- Tables 155 + 16**
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- Tables 25**
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- Tables 50**
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FVMR Village Construction Plan



- 01 - Village Stage, 4000 sq ft
- 02 - 2nd Stage, 4000 sq ft
- 03 - 3rd Stage, 4000 sq ft
- 04 - 4th Stage, 4000 sq ft
- 05 - 5th Stage, 4000 sq ft
- 06 - 6th Stage, 4000 sq ft
- 07 - 7th Stage, 4000 sq ft
- 08 - 8th Stage, 4000 sq ft
- 09 - 9th Stage, 4000 sq ft
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- 42 - 42nd Stage, 4000 sq ft
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- 47 - 47th Stage, 4000 sq ft
- 48 - 48th Stage, 4000 sq ft
- 49 - 49th Stage, 4000 sq ft
- 50 - 50th Stage, 4000 sq ft

Available for Beer Garden

FINISHER CHUTE

01 - 02 - 03 - 04 - 05 - 06 - 07 - 08 - 09 - 10 - 11 - 12 - 13 - 14 - 15 - 16 - 17 - 18 - 19 - 20 - 21 - 22 - 23 - 24 - 25 - 26 - 27 - 28 - 29 - 30 - 31 - 32 - 33 - 34 - 35 - 36 - 37 - 38 - 39 - 40 - 41 - 42 - 43 - 44 - 45 - 46 - 47 - 48 - 49 - 50

CHUTE EXIT

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RACE VILLAGE SOUTH

01 - 02 - 03 - 04 - 05 - 06 - 07 - 08 - 09 - 10 - 11 - 12 - 13 - 14 - 15 - 16 - 17 - 18 - 19 - 20 - 21 - 22 - 23 - 24 - 25 - 26 - 27 - 28 - 29 - 30 - 31 - 32 - 33 - 34 - 35 - 36 - 37 - 38 - 39 - 40 - 41 - 42 - 43 - 44 - 45 - 46 - 47 - 48 - 49 - 50

RACE VILLAGE NORTH

01 - 02 - 03 - 04 - 05 - 06 - 07 - 08 - 09 - 10 - 11 - 12 - 13 - 14 - 15 - 16 - 17 - 18 - 19 - 20 - 21 - 22 - 23 - 24 - 25 - 26 - 27 - 28 - 29 - 30 - 31 - 32 - 33 - 34 - 35 - 36 - 37 - 38 - 39 - 40 - 41 - 42 - 43 - 44 - 45 - 46 - 47 - 48 - 49 - 50

RACE VILLAGE NORTH

01 - 02 - 03 - 04 - 05 - 06 - 07 - 08 - 09 - 10 - 11 - 12 - 13 - 14 - 15 - 16 - 17 - 18 - 19 - 20 - 21 - 22 - 23 - 24 - 25 - 26 - 27 - 28 - 29 - 30 - 31 - 32 - 33 - 34 - 35 - 36 - 37 - 38 - 39 - 40 - 41 - 42 - 43 - 44 - 45 - 46 - 47 - 48 - 49 - 50

RACE VILLAGE SOUTH

01 - 02 - 03 - 04 - 05 - 06 - 07 - 08 - 09 - 10 - 11 - 12 - 13 - 14 - 15 - 16 - 17 - 18 - 19 - 20 - 21 - 22 - 23 - 24 - 25 - 26 - 27 - 28 - 29 - 30 - 31 - 32 - 33 - 34 - 35 - 36 - 37 - 38 - 39 - 40 - 41 - 42 - 43 - 44 - 45 - 46 - 47 - 48 - 49 - 50

FOX VALLEY MARATHON

Fall Final 20 | Half Marathon

Main Village and Finish Schematic



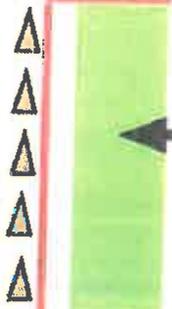
V



Volunteers monitor Ramp down traffic and parking north of gear check

Parking Garage

V



Gear Check Barricaded First 10 Spots on the east side to the wall

1st St

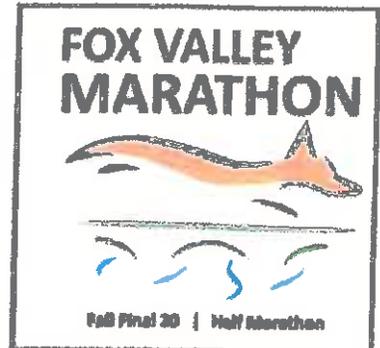
Drop off- Only FVM Volunteers behind Tent Pickup - Runners walk behind barricades to pickup gear in green area



Illinois St

FVM Finish Line

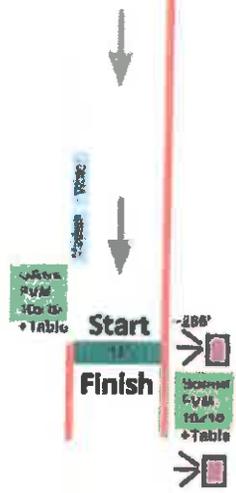
FVM Race Village



Parking Garage Gear Check Fox Valley Marathon Schematic

-180'

RUNNER CHECK-IN
(moved from Expo)



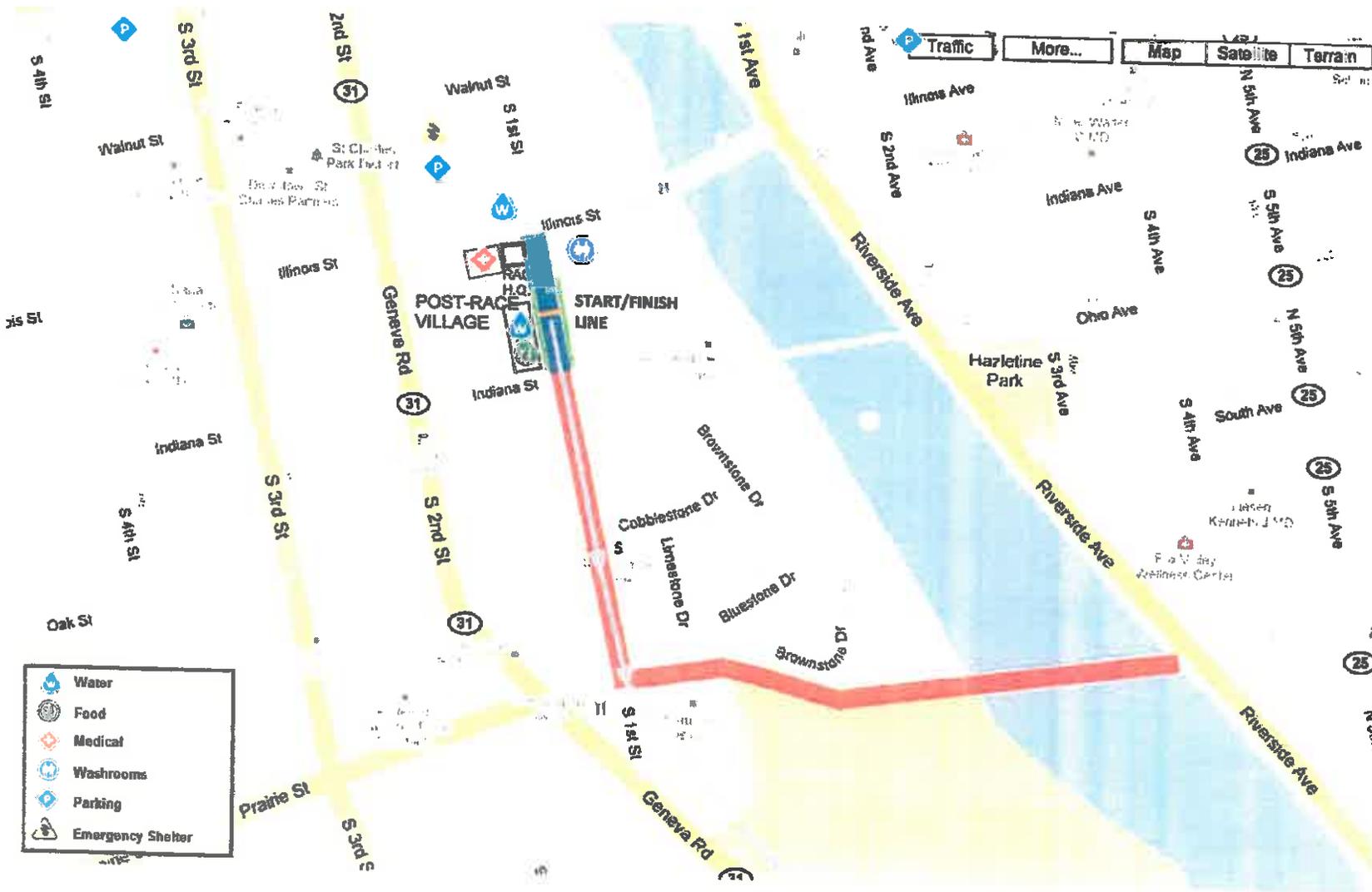
Banner Notes:

- Use Non-Advocate Start/Finish banners
 - Use CASA Horizontal & Vertical banners on start/finish & barricades only.
- No other sponsors or banners unless approved





September 21, 2019
START SCHEMATIC



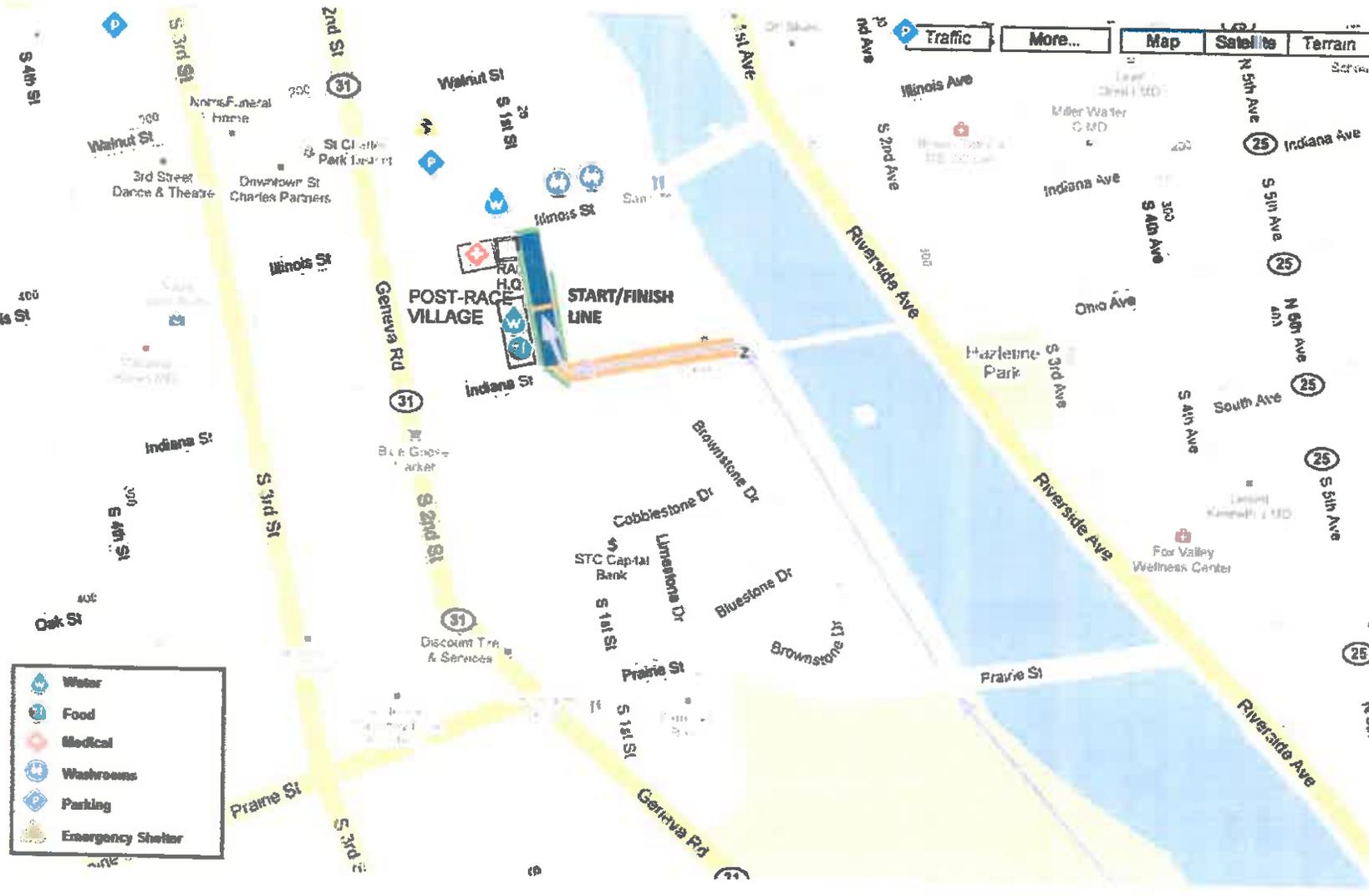
- Water
- Food
- Medical
- Washrooms
- Parking
- Emergency Shelter

- Barricades
- STREET CLOSINGS:**
- Saturday 2:55pm to 3:15pm
- Saturday 5am to Sunday 5pm
- Course Route (Start)

Traffic More... Map Satellite Terrain



September 21, 2019
FINISH SCHEMATIC



- Water
- Food
- Medical
- Washrooms
- Parking
- Emergency Shelter

Barricades

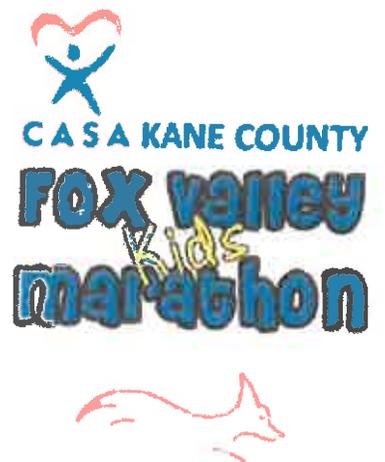
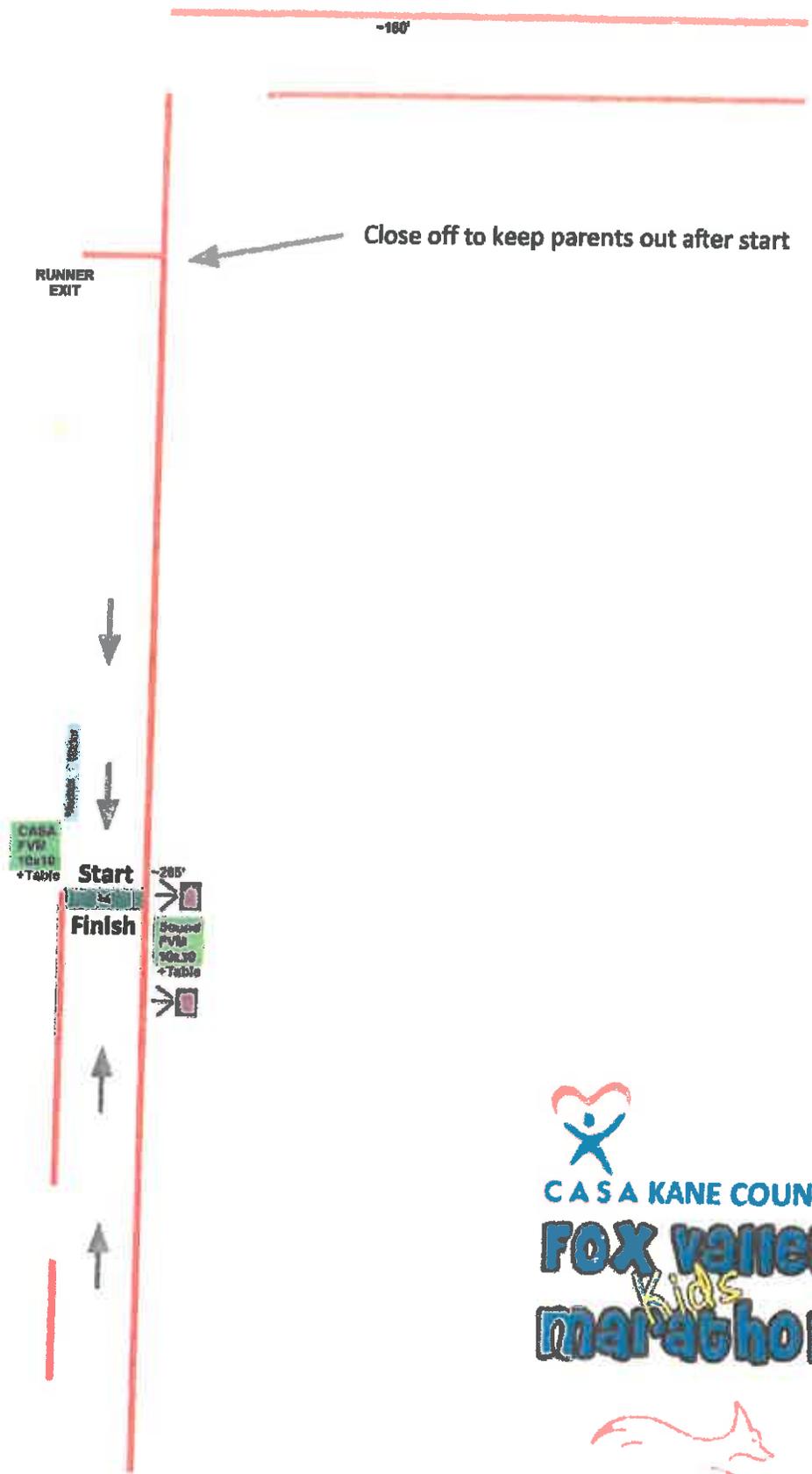
STREET CLOSINGS:

- Saturday 5am to Sunday 5pm
- Saturday 2:55pm to 3:40pm

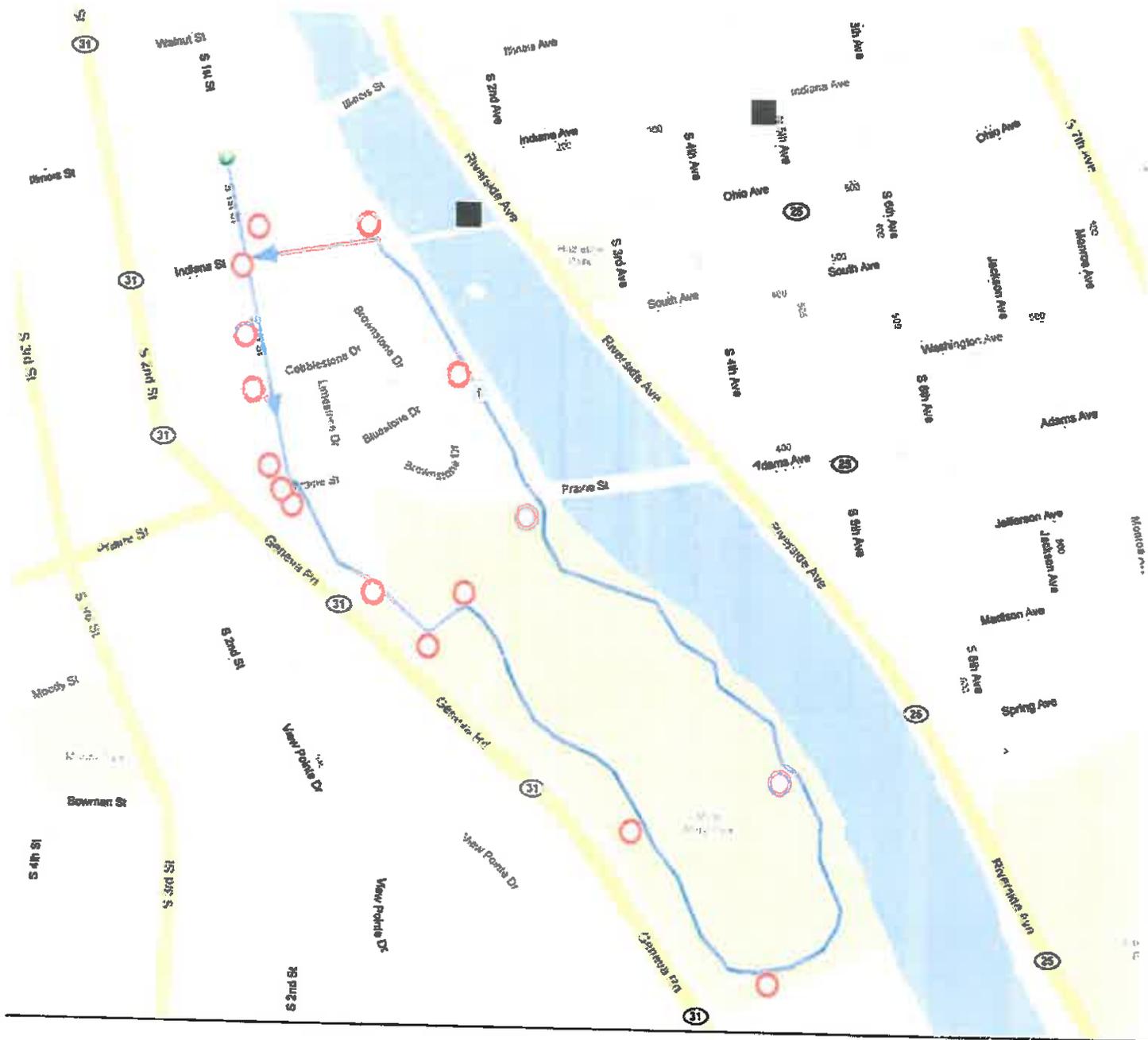
Note: Traffic can flow from Indiana to 1st St, south of Indiana (45 degree barricade) from 3:15 on

Course Note: goes UNDER Prairie St

Traffic More... Map Satellite Terrain



Fox ValleyMarthon Kids Marathon FINISH Schematic
 September 21, 2019 2:55 - 3:40pm



September 21, 2019
2:55pm to 3:40pm

COURSE OVERVIEW

○ Volunteer Location



AGENDA ITEM EXECUTIVE SUMMARY

Agenda Item number: *5.e

Title:

Recommendation to Approve the Purchase of Motorola Portable Radios

Presenters:

Chief Keegan

Meeting: Government Services Committee

Date: April 22, 2019

Proposed Cost: \$26,730.06

Budgeted Amount:

Not Budgeted:

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

Police and Fire are moving toward the Starcom radio platform along with the other agencies of TriCom. TriCom has contracted with Motorola to purchase infrastructure and radios needed for the switch to that platform. The police department will be receiving 55 portable radios through that original TriCom purchase.

Additional radios are needed for proposed and forecasted personnel increases. Motorola has extended the discounted prices offered through the TriCom purchase to us until May 31, 2019. These radios were publically bid on the state-bid and Motorola, due to volume pricing and collaboration amongst all TriCom agencies, actually lowered their public bid and competitively bid pricing.

It should be noted that we have been planning for the switch to Starcom with money in reserves for a number of years. We currently have a balance of \$51,797 in that radio replacement reserve. Prior to this, we have not needed to expend anything from our own radio replacement reserve. The original TriCom purchase was able to be made from reserves held by TriCom as well as a FEMA grant received by the St. Charles Fire Department.

We are requesting to purchase 6 additional radios, related accessories, and services from Motorola Solutions in the amount of \$26,730.06

Attachments *(please list):*

* Motorola Solutions Quote #APX6000StCharlesPD

Recommendation/Suggested Action *(briefly explain):*

Recommendation to approve the purchase of 6 additional radios, related accessories, and services from Motorola Solutions in the amount of \$26,730.06.



Quote #: APX6000StCharlesPD

Bill-To
St Charles Police Department

Ultimate Destination
St Charles Police Department

Attention: Erik Mahan

Sales Contact:
Name: Ravi Suthar
Email: ravi.suthar@motorolasolutions.com
Phone: 847-980-0151

Contract Number: Starcom DoITT
Freight terms: FOB Destination
Payment terms: Net 30 Due

Quote Date: 3/27/2019
Effective to: 5/1/2019

Quantity	Description	Nomenclature		List price	Discounted Unit	Extended Price
APX 6000 Portable						
6	APX6000 700/800 MODEL 2.5 PORTABLE	H98UCF9PW6BN	481	\$3,026.00	\$ 1,815.60	\$ 10,893.60
6	ADD: ASTRO DIGITAL CAI OPERATION	Q806	481	\$515.00	\$ 309.00	\$ 1,854.00
6	ADD: SMARTZONE OPERATION	H38	481	\$1,200.00	\$ 720.00	\$ 4,320.00
6	ADD: P25 9600 BAUD TRUNKING	Q361	481	\$300.00	\$ 180.00	\$ 1,080.00
6	ADD: ADVANCED SYSTEM KEY - HARDWARE KEY	QA01648	655	\$5.00	\$ 3.00	\$ 18.00
6	ADD: TDMA OPERATION	QA00580	481	\$450.00	\$ 270.00	\$ 1,620.00
6	ENH: MULTIKEY	H869	481	\$330.00	\$ 198.00	\$ 1,188.00
6	ENH: AES ENCRYPTION	Q629	481	\$475.00	\$ 285.00	\$ 1,710.00
6	ALT: LI-ION IMPRES 2 IP68 3400 MAH	QA05570	562	\$100.00	\$ 60.00	\$ 360.00
6	ADD: 5 YEAR SERVICE FROM THE START LITE	Q887	185	\$162.00	\$162.00	\$ 972.00
					\$ -	\$ -
6	DESK CHARGER, SINGLE-UNIT, IMPRES 2, 3A, 115VAC, US/NA	NNTN8863	785	\$170.00	\$ 124.10	\$ 744.60
6	APX6000 UNIVERSAL CARRY HOLDER	PMLN5709A	271	\$29.00	\$ 21.17	\$ 127.02
6	APX PSM 700/800MHZ ANTENNA	PMAF4002	372	\$12.00	\$ 8.76	\$ 52.56
6	PSM IP55 WITH 3.5MM JACK RX 24IN	PMMN4060B	372	\$164.00	\$ 119.72	\$ 718.32
6	BATT IMPRES 2 LIION R IP68 3400T	PMNN4486	453	\$142.00	\$ 103.66	\$ 621.96
	Pricing above includes one time system discount per Tri-Com contract.					
	Programming of portables (assumes done at some time as rest of TriCom project)					\$ 450.00
					Total	\$ 26,730.06

THIS QUOTE IS BASED ON THE FOLLOWING:

- This quotation is provided to you for information purposes only and is not intended to be an offer or a binding proposal. If you wish to purchase the quoted products, Motorola Solutions, Inc. ("Motorola") will be pleased to provide you with our standard terms and conditions of sale (which will include the capitalized provisions below), or alternatively, receive your purchase order which will be acknowledged.
Thank you for your consideration of Motorola products.
 - Quotes are exclusive of all installation and programming charges (unless expressly stated) and all applicable taxes.
 - Purchaser will be responsible for shipping costs, which will be added to the invoice.
 - Prices quoted are valid for thirty(30) days from the date of this quote.
 - Unless otherwise stated, payment will be due within thirty days after invoice. Invoicing will occur concurrently with shipping.
- MOTOROLA DISCLAIMS ALL OTHER WARRANTIES WITH RESPECT TO THE ORDERED PRODUCTS, EXPRESS OR IMPLIED INCLUDING THE IMPLIED WARRANTIES OF MERCHANTABILITY AND FITNESS FOR A PARTICULAR PURPOSE. MOTOROLA'S TOTAL LIABILITY ARISING FROM THE ORDERED PRODUCTS WILL BE LIMITED TO THE PURCHASE PRICE OF THE PRODUCTS WITH RESPECT TO WHICH LOSSES OR DAMAGES ARE CLAIMED. IN NO EVENT WILL MOTOROLA BE LIABLE FOR INCIDENTAL OR CONSEQUENTIAL DAMAGES.



AGENDA ITEM EXECUTIVE SUMMARY

Agenda Item number: 5.f

Title:

Recommendation to Approve the Purchase, Installation and Configuration of a Forensic Recovery of Evidence Data Center at the New Police Facility

Presenters:

Chief Keegan and Steve Weishaar

Meeting: Government Services Committee

Date: April 22, 2019

Proposed Cost: \$73,500

Budgeted Amount: \$40,000

Not Budgeted:

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

The Police Department has an ever increasing need for a large, powerful, stand-alone server in order to safely maintain sensitive digital evidence. The evidence is required to be secure and not part of any network where it could susceptible to corruption or bring question to chain of custody. Police Department and Information Services staffs have worked to find a solution: the FREDC Forensic Workstation from Digital Intelligence, Inc. in New Berlin Wisconsin.

Staff is proposing that this workstation and server be installed in the digital forensics lab located in the secure evidence area of the new police facility.

Attachments *(please list):*

* Digital Intelligence, Inc. Quote #20190318B

Recommendation/Suggested Action *(briefly explain):*

Recommendation to approve the purchase, installation, and configuration of the FRED Forensic Workstation from Digital Intelligence, Inc. in the amount of \$73,500.

Digital Intelligence, Inc.
17165 West Glendale Drive
New Berlin, WI 53151

Voice: (262) 782-3332
Fax: (262) 782-3331
Email: sales@digitalintelligence.com

Date	Quote #
4/17/2019	20190318B

Fed Tax ID # 39-1957034

Customer
Steve Weishaar City of St. Charles Tel: 630-377-4400 Email: sweishaar@stcharlesil.gov Ticket #1809112991

Item	Description	Quantity	Unit Cost	Total
K6000	Forensic Recovery of Evidence Data Center (FREDC) consisting of:	1	69,800.00	69,800.00
F6230	Forensic File Server (4U)	1		
S1601	Operating System Software - SUSE Linux Enterprise Server Operating System	1		
S1615	Xming X Server Software for FREDC	1		
S1616	Eltima USB Network Gate Software for FREDC	1		
S1620	Yosemite Back Up Software - includes 1 Year Maintenance and Support - 1 Server S1621 for International Customers	1		
T5532	Master Unit - 160.0 Terabyte RAID Array Module (140 Terabyte RAID-6) (3U)	1		
T6018	LTO-8 Ultrium Robotic Tape Library (2U)	1		
T6011	LTO-7 Media Set Qty 15 x Data Media (6 TB/15 TB capacity) Qty 1 x Cleaning Media	1		
T6233B	10 Gigabit (Copper) Network Switch	1		
T6236	24 Port Rackmount Cat 6A Patch Panel (1U)	2		
C6001	Cat 5e 10ft Patch Cable Set - 5 cables	1		
C6002	Cat 6A 1ft Patch Cable Set - 25 cables	2		
C6003	Cat 6A 10ft Patch Cable Set - 5 cables	1		
X9070	Rackmount 19 inch LCD Display with integrated Keyboard/Track Pad (1U)	1		
X9071	8 port KVM Switch KVM with IP Remote Access	1		
C6004	KVM Cable Set - Qty 2 x USB, Qty 1 x P/S2 Cables	1		
T6214	12 Outlet 15A 120V Rackmount Power Strip	1		

Digital Intelligence, Inc.
 17165 West Glendale Drive
 New Berlin, WI 53151

Voice: (262) 782-3332
 Fax: (262) 782-3331
 Email: sales@digitalintelligence.com

Date	Quote #
4/17/2019	20190318B

Fed Tax ID # 39-1957034

X9072	2U Rackmount Shelf	1		
T6213	3000 VA Rackmount Uninterruptable Power Supply (UPS) (2U)	1		
T6212	42U Rackmount Enclosure w/doors and Ventilation Fans - 23.5"(w) x 36"(d) x 84"(h)	1		
F1130 RM	Forensic Recovery of Evidence Device - RackMount (FRED-RM) (4U)	1		
B1100	Free Training (Limited Time Offer): One Seat per System in the 1-day FRED orientation and training course "Digital Forensics with FRED" Please note: Training held at Digital Intelligence headquarters New Berlin, WI.	1		
	Warranty 1 year hardware warranty, lifetime technical support (telephone, email, online support ticket system)	1	INC	INC
	Onsite Installation, Configuration, and Equipment Orientation (Continental US)	1	INC	INC
	<p><u>SITE REQUIREMENTS</u></p> <p><u>Standard 120 Volt Electrical Requirements:</u> FREDC requires a 30 Amp, 120 Volt circuit with a NEMA L5-30R receptacle.</p> <p><u>Optional (by request) 230 Volt Electrical Requirements for International Customers:</u> 16 Amp, 230 Volt circuit with receptacle for one of the following plug types - (IEC-320 C20, Schuko CEE 7 / EU1-16P, British BS1363A)</p> <p><u>Cooling Load:</u> UPS is capable of providing 2700 watts of power at maximum output resulting in a maximum heat output of about 9215 BTU/HR for cooling load. Standard build does not saturate UPS.</p> <p><u>Network Cabling:</u> DIRECT Cat5e(for 1G network) or Cat6A (for 10G network) cabling should extend from FREDC location to work stations included in the forensic network. Cabling at FREDC location should be terminated with standard RJ45 plugs and 10 feet of excess length.</p> <p><u>EggMail Notification System (US Only):</u> Sends text message system notifications. Requires adequate cellular coverage at FREDC location.</p>			

Request for Quote

Digital Intelligence, Inc.
17165 West Glendale Drive
New Berlin, WI 53151

Voice: (262) 782-3332
Fax: (262) 782-3331
Email: sales@digitalintelligence.com

Date	Quote #
4/17/2019	20190318B

Fed Tax ID # 39-1957034

	Only available in United States.			
	Freight and Delivery charges (CONUS) Note: All freight deliveries are dock or curb-side only	1	700.00	700.00
T6203	(OPTIONAL) Follow-Up Support Visit: 1 Day on-site support visit providing additional procedural review, training, and general assistance as requested by customer. Customer to schedule within 6 months of installation and to take place within 1 year of installation. (CONUS)	1	3,000.00	3,000.00
	Available Extended Maintenance Contracts - Please contact Digital Intelligence Sales Additional FREDC Options available - Please contact Digital Intelligence Sales for more information on Database Server, and Virtual Machine Servers.			
All prices are in U.S. Dollars		Subtotal		\$ 73,500.00
This quote is valid for 30 days from date of issue. To order please FAX P.O. to (262) 782-3331 or email to sales@digitalintelligence.com		Tax		0.00
Thank you for your interest		Total		\$ 73,500.00

Prepared by: Bev
Rev.03012019

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:

Digital Intelligence, Inc.
17165 W. Glendale Dr.
New Berlin, WI 53151

For the purchase of: Installation and configuration of FRED-C Forensic Data Center

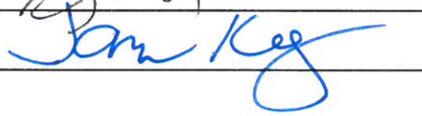
At a cost not to exceed: \$73,500

Reason for the request to waive the bid procedure: US sales distribution channel for Digital Intelligence systems is direct from vendor as well as there being no direct comparison in the market.

Other Quotations Received: None

Date: 4/22/19

Requested by: E.Mahan 

Department Director: Tom Keg 

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.



AGENDA ITEM EXECUTIVE SUMMARY

Agenda Item number: 6.a

Title:

Recommendation to Waive the Formal Bid Procedure and Approve the Purchase of Electric SCADA System Upgrade from Open Systems International, Inc.

Presenter:

Tom Bruhl

Meeting: Government Services Committee

Date: April 22, 2019

Proposed Cost: \$58,536

Budgeted Amount: \$60,000

Not Budgeted:

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

The Electric SCADA (Supervisory Control And Data Acquisition) system has enhanced electric operational efficiency since it was deployed in 2008. It is critical to monitoring our system and responding to problems. Microsoft is stopping support functions on the Windows 7 operating system on the servers. It has been four years since our last upgrade. OSI is responsible for the software installation and testing. Additionally, the OSI upgrade includes enhancements to the mobile device functions. The Electric Division has moved toward using the mobile software package for being able to quickly see alarms and system status without having to log onto a City computer.

Attachments *(please list):*

* Quotation * Bid Waiver

Recommendation/Suggested Action *(briefly explain):*

Recommendation to Waive the Formal Bid Procedure and approve a purchase order with Open Systems International, Inc. at a cost of \$58,536.



OSI

QUOTATION

Quote Number: 24051
Reference: SCMEU2019-Q02

Quote To:
Saint Charles Municipal Electric Utility
200 Devereaux Way
St. Charles IL 60174
USA

OSI Sales Contact:
Name: Aunna Blucker
Phone: (763) 404-4512
Email: Aunna.Blucker@osii.com

Date:
1/16/2019
Valid Until:
3/17/2019

Attention:
Erika Drennan
(630) 377-4983
edrennan@stcharlesil.gov

Quote Description:
monarch Software Upgrade

Description	Qty	Unit Cost	Unit	Extended Cost	
Base Quote					
OSI Software					
monarch Software Upgrade License Free-of-Charge with Gold Support	1	0.00	EA	US\$	0.00
OSI Software Subtotal:				US\$	0.00
Project Implementation					
monarch Software Upgrade Implementation At OSI: - Project Management and Coordination - Project Engineering and Design - Test System Setup - Software Installation and Configuration - Database and Display Conversion and Integration - Test System Q/A Testing - Post-Cutover Problem Resolution and Assistance - System Documentation Updates At SCMEU: - Software Integration and Verification - Site Testing - Cutover Preparation - Operator Training - Cutover Assistance Includes 10% Customer Appreciation Discount	1	65,040.00	EA	US\$	65,040.00
Discount:				US\$	-6,504.00
Project Implementation Subtotal:				US\$	58,536.00
Base Quote Subtotal:				US\$	65,040.00
Discount Total:				US\$	-6,504.00
Total:				US\$	58,536.00

**OSI****QUOTATION**Quote Number: 24051
Reference: SCMEU2019-Q02**Customer Address Info:****Bill To:**St. Charles Municipal Electric Utility
2 East Main Street
St. Charles IL 60174
USA**Ship To:**Saint Charles Municipal Electric Utility
2 East Main Street
Saint Charles IL 60174
USA

Payment Terms:**Net 30 Days****Milestone Payment Details:**25% Upon Quote Acceptance
25% Upon Test System Setup at OSI
25% Upon Completion of Test System Q/A Testing
25% Upon Project Completion

Special Terms and Conditions:

1. SCMEU must have undergone workstation OS upgrades to Windows 10 prior to commencement of this project. If needed, quote can be remade to accommodate a Windows 7 to Windows 10 upgrade.
2. SCMEU will provide all third party hardware, software, licensing, and configuration not specifically mentioned in this quote.
3. If required, SCMEU will handle any custom display and database work, and will test and verify all external links and interfaces.
4. SCMEU will provide high-speed remote access to server and console hardware if needed (VPN, Remote Desktop Connection, etc.). Dial-up modem connections are insufficient.
5. Any hardware supplied by SCMEU is compliant with monarch™.NET minimum requirements as follows:

Server:

- Xeon CPU: Dual Quad-Core 2.0GHz and above
- RAM: 16+GB
- OS: Windows Server 2008 R2+ and RedHat Enterprise Linux6+

Workstation:

- CPU: Single Quad-Core 2.0GHz and above
- RAM: 8+GB
- OS: Windows 7 64-Bit or Windows 10 64-Bit
- Video Card: Quadro600 or better, OpenGL 4.0



Standard Terms and Conditions

1. Travel costs are not included in this quote. All travel and associated administrative costs will be billed as incurred.
2. All quoted prices are in US Dollars (\$), unless otherwise noted.
3. OSI will schedule all work upon receipt of the purchase order subject to OSI's resource availability.
4. Unless otherwise stated, Customer shall pay all applicable shipping.
5. Training, if applicable, will be provided at OSI's facility, unless otherwise agreed.
6. Quoted price does not include applicable taxes.
7. Customer shall provide all relevant system information required for the work as needed (i.e. databases, displays, reports, IP addresses, networking information, RTU channel information, etc.) and shall be responsible for all delays caused by Customer's failure to do so in a timely manner.
8. Unless otherwise stated, Customer will have dedicated personnel available to assist OSI in the work.
9. OSI does not guarantee that third-party goods will be available at time of quote acceptance. If third party goods are not available, upon Customer's authorization, OSI will provide suitable replacements and bill any resulting cost differences to the Customer. Failure to timely authorize replacements may result in delays and/or need to re-quote.
10. When applicable, Customers subscribing to Gold or above Support Plans may be entitled to new software version updates without charge. With the exception of Diamond Plan subscribers, the Customer will be responsible to pay for any engineering services required to implement the software upgrades.
11. Unless otherwise agreed and quoted, Customer is responsible for all preparations for OSI's installation of software, hardware or services and any post-installation compatibility testing and compliance issues.
12. Customer will provide adequate environmental and power conditions onsite, unless otherwise stated.
13. Cutover is defined as the quoted functionality being operational with no outstanding critical incidents.
14. Any Quote(s) for system upgrade services require(s) that at the time of actual implementation Customer has a valid premium monarch™ Support plan which includes software upgrade privileges and that the system size or scope does not change dramatically between the issuance of the quote and implementation of the service.
15. Customer Furnished Hardware and Software: Customer shall provide all required third-party equipment and software ("CFE") for the Project except for the OSI-provided equipment identified in this quote. Customer shall be responsible to timely deliver all CFE to OSI in compliance with the mutually agreed upon Project Schedule for integration with the OSI software. Customer shall pay all shipping and insurance costs both to and from OSI and shall be responsible for all CFE warranties.
16. Export Controls:
 - 16.1. Customer represents: It is not a citizen, national, or resident of, and is not under control of, the government of Cuba, Iran, Sudan, Libya, North Korea, Syria, nor any country to which the United States has prohibited export and that it is not listed on the United States Department of Treasury lists of Specially Designated Nationals, Specially Designated Terrorists, and Specially Designated Narcotic Traffickers, nor are you listed on the United States Department of Commerce Table of Denial Orders.
 - 16.2. Customer agrees that it will not export or re-export the Product(s), directly or indirectly, to the above mentioned countries nor to citizens, nationals or residents of those countries nor to any entity so listed on any of the above mentioned lists.
 - 16.3. Customer agrees that it will not use the Product(s) for, and will not allow the Product(s) to be used for the development, design, manufacture or production of nuclear, chemical or biological weapons of mass destruction.
 - 16.4. The requirements of 16.2 and 16.3 above apply to all Product(s) purchased or licensed to Customer from OSI, whether included in this quote or purchased or licensed previously.

Notice: OSI's quote is based upon Customer's acceptance of all applicable Terms and Conditions. Requests for additions to, deletions of, or different Terms and Conditions, may require a revised quote and/or additional costs or schedule delays.

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:

Open Systems International, Inc.
4101 Arrowhead Drive
Medina, MN 55340-9649

For the purchase of: Electric SCADA System Upgrade and Hardware

At a cost not to exceed: \$58,536

Reason for the request to waive the bid procedure: OSI is our current SCADA vendor. There is no other vendor capable of upgrading OSI Software.

Other Quotations Received: None

Date: 4/22/19

Requested by: T. Bruhl

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.



AGENDA ITEM EXECUTIVE SUMMARY

Agenda Item number: 6.b

Title:

Recommendation to Approve Intergovernmental Agreement with St. Charles Park District for Fiber Services and Approval of Budget Addition to Build the Fiber Extensions

Presenter:

Tom Bruhl

Meeting: Government Services Committee

Date: April 22, 2019

Proposed Cost: \$181,000

Budgeted Amount: \$

Not Budgeted:

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

The St. Charles Park District approached the City in 2018 inquiring about the feasibility for the Park District to extend and use the City fiber system to connect five of their facilities. Over the last year, City staff and Park District staff have worked on an agreement and the details for the connections. The agreement has very similar terms to the agreement the City has with School District D303, and the connection architecture will be exactly the same as what the City does for D303. The rates for the services will also follow the exact same formula as D303.

This additional customer on the fiber network is expected to be beneficial to all parties who use the system (City, D303, and Park District). The backbone system has plenty of capacity for these new connections. Since the rates are based on spreading the fixed costs of the system across the users, rates are expected to be positively influenced by increasing users without substantially increasing our capital or operating costs. Upon completion of this work, a refresh of our rate study will be performed.

The budget addition is to provide funds to build the extensions to the five facilities. The agreement includes provisions for the City to bill the Park District upon completion of the project, so this budget add will have offsetting revenue.

Park District and City legal counsels have reviewed and approved the document. The Park District is expected to discuss approval of the agreement tomorrow (April 23, 2019).

Attachments *(please list):*

*Intergovernmental Agreement *Budget Addition Form

Recommendation/Suggested Action *(briefly explain):*

Recommendation to Approve Intergovernmental Agreement with St. Charles Park District for Fiber Services and Approval of Budget Addition to Build the Fiber Extensions.

INTERGOVERNMENTAL AGREEMENT
BY AND BETWEEN
THE ST. CHARLES PARK DISTRICT
AND
THE CITY OF ST. CHARLES

THIS INTERGOVERNMENTAL AGREEMENT (“Agreement”) is made and entered into this ___ day of _____, 2019, by and between the St. Charles Park District, DuPage and Kane Counties, Illinois (“**Park District**”) and the City of St. Charles, an Illinois home rule municipality (“**City**”).

WITNESSETH:

WHEREAS, the City owns and operates an electrical transmission and distribution utility and has undertaken various telecommunications activities and improvements in support thereof; and

WHEREAS, the City has constructed and maintains a fiber optic telecommunications system that, among other things, transmits data and provides internet services to various City facilities and offices and includes a Backbone (defined below) and any extensions therefrom (“**Fiber Optic System**”); and

WHEREAS, the Fiber Optic System is connected to the City’s operations center, *via* a backbone system (“**Backbone**”), as depicted on Exhibit A attached hereto and incorporated herein; and

WHEREAS, the Fiber Optic System contains extra capacity (“**Dark Fiber**”) that is not being utilized by the City and the Park District can benefit from access to and use of the Dark Fiber; and

WHEREAS, the Park District desires to obtain a license from the City to use a portion of the Fiber Optic System and the City desires to grant the Park District such a license; and

WHEREAS, the Part District desires to connect the following five (5) of its facilities to the Backbone: (i) the Pottowatamie Community Center, located at 8 North Avenue, St. Charles, Illinois 60174; (ii) the Baker Community Center, located at 101 South Second Street, St. Charles, Illinois 60174; (iii) the Otter Cove Aquatic Park Center, located at 3615 Compton Hills Road, St. Charles, Illinois 60175; (iv) the Denny Ryan Service Center, located at 37W755, Bolcum Road, St. Charles, Illinois 60175; and (v) the Norris Recreation Center, located at 1050 Dunham Road, St. Charles, Illinois 60174 (collectively, the “**Park District Facilities**”); and

WHEREAS, in order for the Park District to utilize the Fiber Optic System, it must connect its facilities to the Fiber Optic System *via* optical switch equipment; and

WHEREAS, the Parties are authorized by Article VII, Section 10 of the Constitution of the State of Illinois, and the Intergovernmental Cooperation Act (5 ILCS 220/1 et seq.) to enter into this intergovernmental agreement.

NOW, THEREFORE, in consideration of the terms and conditions contained in this Agreement and other good and valuable consideration of which the Parties hereby acknowledge, the City and the Park District agree as follows:

I. Incorporation of Recitals. The recitals set forth above are incorporated into and made a part of this Agreement.

II. Term and Termination. This Agreement shall commence on _____, 2019, and shall terminate at 11:59 p.m. on _____, 2029. The parties may extend this Agreement by mutual written consent. Notwithstanding the aforementioned ten (10) year term, the either party may terminate this Agreement at any time without cause, by providing written notice thereof at least one (1) year in advance; however, the Park District shall thereupon forfeit any sums theretofore paid to City hereunder.

Upon any termination of this Agreement, the City may remove at its expense, or abandon in place, all City-owned equipment located on the Park District Facilities as City deems appropriate, and the Park District agrees to provide the City with reasonable access to said facilities as required by City for the purposes of removal of City-owned equipment.

III. Grant of License. Subject to the provisions of this Agreement, the City hereby grants to the Park District a non-exclusive license for the use of five (5) pairs of fibers on the Backbone. These fibers, and any additional fibers that may be licensed via this agreement, are to be used for Park District business use only and shall not be relicensed or otherwise repurposed for use by third parties.

IV. Connection to the Backbone and the Construction of the Extensions. The City shall design and install, at its cost and expense, the necessary equipment to connect each Park District Facility to the Backbone via an “Extension”. The City shall not commence construction at any of the Park District Facilities until the Park District has approved in writing the equipment to be installed and the location thereof. Once an Extension has been constructed and is fully operational the City shall send the Park District an itemized bill for the actual costs incurred by City to design and install such Extension. The Park District shall pay all invoices submitted by the City hereunder in accordance with the *Local Government Prompt Payment Act* (50 ILCS 550/1 *et seq.*). Upon receipt of payment, the Extension shall become the property of the Park District.

To allow the City the ability to run fiber optic lines from the Extensions, the Park District shall provide the City with a location at each Park District facility for the installation of a fiber optic patch panel. Upon any termination of this Agreement, all Extensions that are solely used by the Park District will become the Park District’s responsibility, including the responsibility to either:

(i) establish and pay for any required pole attachments, or (ii) remove fiber from ComEd poles. Should the Park District and ComEd not be able to come to an agreement, and ComEd insists on removal of the fiber, the cost for removal shall be borne by the Park District. For Extensions that are shared with the City or other parties, ownership of said Extensions will revert to City and the City shall be responsible for all maintenance thereof. The City shall have a non-exclusive permanent non-transferrable license to maintain any of such Extensions for the life thereof.

V. Additional Fibers. The Park District shall have the right to obtain additional licenses to use additional Dark Fiber, if capacity is available. The addition of fibers shall be designed and installed in accordance with Section IV of this Agreement and the maintenance fee required in Section VI shall be adjusted accordingly.

VI. Maintenance Expenses. The City shall restore, repair and Maintain (defined below) the Backbone and Extensions for the duration of this Agreement. In exchange for providing the services under this Section, the Park District shall pay the City the sum of \$4,512.00 per year (\$376.00 per month) for each pair of fibers connected to the Park District Facilities and also pay the City, on an annual basis, \$0.08 per foot for each pair of fibers extended from the City's Backbone to Park District Facilities. The measurement of the number of feet for which the Park District shall pay an annual maintenance fee shall be established *via* an optical time-domain reflectometer (“**OTDR**”) or another method mutually agreed upon by the parties.

The fees paid to the City under this Section shall be reviewed by the parties every other year (on or about the contract date) and shall be equitably adjusted account for increases or decreases in the costs incurred by the City for its obligations under this Section. Any such cost revisions that occur during the year will be reflected on the next annual payment.

Generally maintenance shall be defined as JULIE locations for underground fiber, and labor and material projects that do not relate to new fiber placement and where labor is less than 16 man hours and material costs are less than \$1,000. The City shall assist the District in repairs on extensions related to acts of God; however, repairs that exceed the maintenance threshold above shall be considered capital work as defined below. Repairs related to third party incidents are addressed below.

Capital work shall be defined as any new fiber placement, either as an addition or replacement of existing. The City may provide a quotation for capital projects but not obligated to provide such.

Parties agree that repair and restoration of damages related to third party negligence, for example a vehicle accident, will be processed by the City to the third party. Should there be liquidated damages related to the loss of service or that the additional splice now creates unacceptable line losses, the District will be responsible for subsequent liquidated damage claim/suit against the third party. For major damage claims defined as damage that exceeds \$10,000 in total City expenses related to complete restoration of the damage, the City will make normal efforts to recover such expenses from the third party. City and District will mutually agree to settlement amounts for major damage claims. The District will be responsible for reimbursing the City for any unrecovered damage claims and will make the City whole. Any further litigation against the third party would be District responsibility

The first patch panel at the Park District Facilities will be considered part of the City maintained Fiber Optic System and will act as the maintenance demark. The City will take responsibility for maintenance of the patch panels with the District acknowledgement that City may use such patch panels for extension of the Fiber Optic System to other City locations, and District agrees to permit City access to such patch panels during normal business hours upon reasonable advance notice from City or pursuant to such procedures as hereafter established by City and District. The City use of spare fibers within a District extension shall not trigger the recapture provisions in section VIII below.

The City anticipates normal replacement of fiber after twenty (20) years of service. If not replaced for other reasons prior to twenty (20) years, the City will budget, plan, and schedule fiber Backbone replacements after a run has been in service for twenty (20) years. Replacement will be completed before a run reaches twenty-two (22) years in-service. If the Park District is still utilizing the Extensions at the end of the specified life of the Extensions or this Agreement has not otherwise been terminated, the Park District shall be responsible for the replacement of the Extension. The Park District shall consult with and coordinate any Extension replacement with the City.

The Park District hereby grants to the City a license for the term of this Agreement, to enter on to the Park District Facilities to perform the Maintenance obligations in this Section.

VII. Relocation of Fiber Optic System. With regard to relocations of the Fiber Optic System, the Backbone relocations will be performed by the City without any additional cost to the Park District. For relocations of Extensions, the City shall provide as much advanced written notice as possible concerning such potential relocations. Subsequent to receipt of the aforementioned notice, the City shall conduct an assessment of the proposed relocation, at the sole cost of the Park District. As part of the assessment, the City shall provide the Park District with an estimate of the costs associated with relocating the Extension, which estimates shall include construction costs and any professional fees (e.g. architect and/or engineering fees). The Park District may accept the City's estimate for such work or it may seek an independent architect and/or engineer and contractors to complete the work. In the event the Park District approves the City proceeding with the relocation, the Park District shall pay to the City the actual costs incurred for the project in accordance with an itemized invoice submitted to the Park District by the City. If, however, the Park District chooses to relocate the Extensions on its own, the project and materials shall be first approved by the City, which approval shall not be unreasonably withheld. The City shall not be responsible for maintaining fiber that does not meet the material and installation standards of the City, but shall remain responsible for the Maintenance of fiber previously approved by the City pursuant to this Section VII.

VIII. Co-Location of City Equipment. The City shall have the right to co-locate City-owned equipment ("**City Equipment**") on the Extensions and to the Park District Facilities patch panels. The City shall design, construct, and maintain the City Equipment as its sole cost and expense. Prior to the co-location of any City Equipment at any Park District Facility, the City shall provide the Park District with plans and specifications for co-locating such City Equipment for the Park District's approval, which approval shall not be unreasonably withheld.

The City shall reimburse the Park District for all labor expenses incurred by it while the City installs any City Equipment within or on Park District Facilities.

All extension facilities paid for by District outside of the City are subject to possible recapture (not to exceed 50% of installation cost of the subject portion) if used to provide services to other than the City or District within the contract term.

IX. Fiber Data Loss. The City shall be responsible for managing and minimizing fiber losses over the Fiber Optic System. Fiber losses shall be limited to the dB losses per mile of fiber, 0.3 dB per splice, and 0.75 dB per mated pair patch panel termination. Should the losses on any line exceed the limit, the City will promptly engineer and perform repairs to the applicable line(s) at its sole costs and expense. The City shall be responsible for Backbone repairs and resplicing/reterminating on extensions should those elements be determined to be the cause of the data loss. The Park District shall be responsible for Extension replacement should the unacceptable losses be related to dB losses per mile in the fiber itself or due to the number of splices, except as related to splices made pursuant to the City co-locating City Equipment and additional extensions. Should any fiber pair that is currently within the allowable losses cease to be adequate for Park District broadband and replacement of the Backbone elements and elimination of splices is deemed to have reasonable expectation of rectifying the deficiency, the City and the Park District may enter into an agreement to make such modifications on a case by case basis.

X. Location of Fiber Optic Lines on ComEd Poles. The City has an agreement with ComEd to allow the placement of fiber optic lines on ComEd poles for fiber optic line extensions that will connect to the Park District Facilities outside of the corporate boundaries of St. Charles. The City shall pass through such costs for such fiber optic line extensions extending outside of the corporate boundaries of St. Charles to the Park District as part of the annual billing.

XI. Network Architecture and Network Problems. The extensions from the existing backbone to the District facilities are currently of radial design. For cable cuts or problems, the City will make reasonable efforts to restore service as promptly as possible. Availability of City staff to address fiber extension restoration after normal business hours, or during City emergencies, may not be acceptable to the Park District. The Park District, at the Park District's expense, may request installation of redundant fiber feeds and/or development of a mutually acceptable contractor that can be deployed when City staff is not available. Should a contractor be necessary to provide restoration services, the contractor costs shall be borne by the Park District.

For Fiber Optic System issues, upon knowledge of the problem, the Park District will notify the City of the suspected problem. The City will make reasonable efforts to respond and perform diagnostic testing up to the patch panel at the Park District Facilities. The normal hours of the City Meter & Communication Department is 6:30AM to 3PM, Monday through Friday. If the problem is located on the portion of the Fiber Optic System that the City is responsible for maintaining, the City shall make reasonable efforts to restore service as quickly as possible. If City staff is not available, the use of a mutually acceptable contractor for restoration services can

be requested by District, and District will be responsible for the cost. Should the problem exist within a Park District facility, and beyond the patch panel demarcation point, City staff time shall be billable to the Park District if the City is required for more than two (2) independent problems with the Fiber Optic System.

XII. Taxes. The Park District is a tax-exempt entity; however, in the event any taxes are assessed on the Fiber Optic System and or the Extensions as a result of the Park District's use thereof, the Park District shall be responsible for such taxes.

XIII. City Ownership of Fiber Optic System. The Park District acknowledges the Backbone Fiber Optic System is and will remain the sole property of the City. Monetary contributions, now or in the future, by the Park District do not indicate ownership of equipment or facilities unless explicitly stated as such. The Park District also acknowledges that the Backbone installed by the City may be used to provide communication services to City facilities or facilities of others at Cities sole discretion.

XIV. Insurance.

A. Both Parties agree to provide, at their own cost and expense, the following insurance during the Term of this Agreement:

- i. *Commercial General Liability Insurance*, on an occurrence basis, in the minimum amount of \$1,000,000 per occurrence and \$2,000,000 in the aggregate;
- ii. *Umbrella or Excess Liability Insurance*, on an occurrence basis, in the minimum amount of \$5,000,000 per occurrence and in the aggregate;
- iii. *Worker's Compensation Insurance* in at least the minimum amounts required by law and *Employer's Liability Insurance* in the minimum amount of \$1,000,000 each accident for bodily injury by accident and \$1,000,000 each employee for bodily injury by disease; and
- iv. *Automobile Liability Insurance* in the amount of no less than \$1,000,000 per accident covering liability arising out of any owned, non-owned and hired automobiles.

B. With the sole exception of Worker's Compensation Insurance, the Park District shall name the City, the City's employees and agents as additional insureds on all insurance policies required hereunder. With the sole exception of Worker's Compensation Insurance, the City shall name the Park District, the Park District's individual Board of Commissioners members, employees and agents as additional insureds on all insurance policies required hereunder. Both Parties shall provide the other with a certificate of insurance evidencing the insurance required under this Section XIV within ten (10) days of the last party to execute this Agreement.

- C. In the event either Party is a member of a self-insured risk pool and utilizes such for its insurance needs, such party may satisfy its obligation hereunder by obtaining insurance coverage substantially similar to that required herein; however, such insurance shall meet the minimum dollar coverage amounts.

XV. Miscellaneous Provisions.

- A. **Force Majeure** Performance by either party shall be excused by an unforeseen occurrence beyond the control of a party which causes a delay or total or partial failure of performance by such party, including but not limited to (i) acts of God; (ii) acts of failure to act on the part of any governmental authority other than the City or the Park District (including but not limited to changes in or enactment of laws, rules, regulations, codes, or ordinances subsequent to the date of this Agreement); (iii) acts of war or public disorders, civil violence or disobedience, blockages, strikes, lockouts, labor disputes, sabotage, insurrection or rebellion; (iv) floods, hurricanes, earthquakes, tornadoes, or other similar calamities; (v) explosions or fires; (vi) accidents in transportation; or (vii) vandalism or cable cuts.
- B. **Indemnification.** To the fullest extent permitted by law, the Park District covenants and agrees to indemnify, defend and hold harmless the City, the City's employees and agents from all claims, losses, damages, liabilities and expenses of any kind, including without limitation, attorneys' fees and court costs, arising out of, related to, or in connection with any negligent or willful act, omission, or breach of the Park District in connection with this Agreement.

To the fullest extent permitted by law, the City covenants and agrees to indemnify, defend and hold harmless the Park District, the Park District's individual Board of Commissioners members, employees and agents from all claims, losses, damages, liabilities and expenses of any kind, including without limitation, attorneys' fees and court costs, arising out of, related to, or in connection with any negligent or willful act, omission, or breach of the City in connection with this Agreement.

Notwithstanding the above obligations, each Party reserves the right to assert any and all defenses it may have to liability, including, but not limited to, the defenses afforded it under the *Local Government and Governmental Employees Tort Immunity Act (745 ILCS 10/1-101 et seq.)*.

- C. **Default.** In the event either party fails to comply with any material obligation, duty, or responsibility under this Agreement, such party shall be in breach hereof. Should the breaching party fail to remedy such breach within thirty (30) days from receipt of written notice from the other party of such breach, the breaching party shall be in default and the non-defaulting party may terminate this Agreement and/or pursue any and all legal and equitable remedies available. No waiver of any default shall extend to or affect any subsequent default or impair any rights or remedies of the non-defaulting party.

- D. **Notices.** Any notices and communications required to be given under this Agreement shall be in writing and, except as otherwise expressly provided, shall be either (i) mailed by registered or certified mail, return receipt requested, postage prepaid, (ii) sent by electronic facsimile transmission, or (iii) personally delivered by hand against receipt therefor to the parties at the address set forth below, or such other address as any party may designate to the others by notice hereunder. All such notices shall be deemed to have been received on the date of personal delivery, electronic facsimile transmission, or, if mailed, on date of deposit with the U.S. Post Office.

To the City: City of St. Charles
 2 East Main Street
 St. Charles, IL 60174
 Attn: City Administrator

To the Park District: St. Charles Park District
 101 S. 2nd Street
 St. Charles, IL 60174
 Attn: Director of Park and Recreation

- E. **Compliance with Laws.** The Parties shall comply with all federal, state, county and municipal laws, rules and regulations that apply to the performance of each party's respective obligations under this Agreement.
- F. **Complete Understanding.** This Agreement sets forth all the terms and conditions, and agreements and understandings between the Parties relative to the subject matter hereof. Unless specifically provided herein, obligations of the parties shall survive termination of the Agreement.
- G. **Amendments.** No modifications, amendments, or waiver of any provision hereto shall be valid and binding unless in writing and signed by all Parties.
- H. **Binding Effect.** This Agreement shall be binding upon, apply and inure to the benefit of each Party and their respective legal representatives.
- I. **Assignment.** Neither party may assign this Agreement without the prior written consent of the other party, which may be withheld in its sole discretion.
- J. **Governing Law.** This Agreement and the rights and responsibilities of the parties hereto shall be interpreted and enforced in accordance with the laws of the State of Illinois.
- K. **Authority to Execute.** Each signatory hereto represents and warrants that he/she has the proper and necessary corporate authority to execute this Agreement and bind his/her entity to the terms and conditions of this Agreement.

- L. **Waiver.** The failure of either party to demand strict performance of the terms and conditions of this Agreement on any one occasion shall not be deemed a waiver to demand strict performance on any future occasion.
- M. **No Third Party Beneficiaries.** The Parties to this Agreement agree and acknowledge that this Agreement is intended only for the benefit of the parties hereto, and no provisions of this Agreement are intended, either expressly or impliedly, to extend benefits or to provide rights of any kind to any person or entity who is not a party to this Agreement.

IN WITNESS WHEREOF this Agreement has been executed as of the date set forth above.

CITY:

PARK DISTRICT:

CITY OF ST. CHARLES

**BOARD OF COMMISSIONERS
OF ST. CHARLES PARK DISTRICT,
DUPAGE AND KANE COUNTIES,
ILLINOIS**

By: _____
Its: Mayor
Dated: _____

By: _____
Its: President
Dated: _____

ATTEST:

ATTEST:

By: _____

By: _____

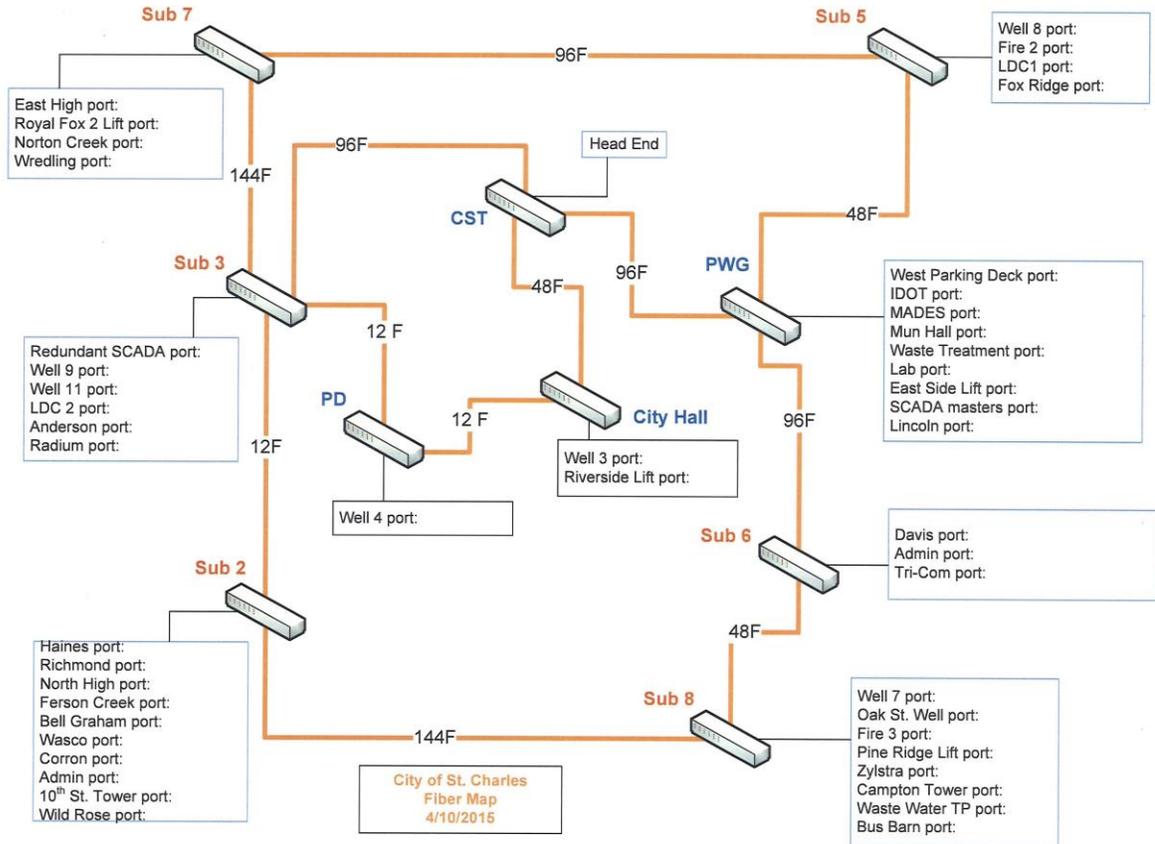
Its:

Its: Secretary

Dated: _____

Dated: _____

EXHIBIT A BACKBONE



BUDGET REVISION REQUEST FORM

Department: Communications

Date Requested: April 22, 2019

Purpose of Request/Comments (Attach additional pages if necessary)

Add funds to the Communications Budget to facilitate new extensions to the Park District.

This add has offsetting revenue from the Park District, which is included in the agreement between the City and the Park District.

City staff and contractors hired by the City will perform the new extension work.

This budget add is only valid if the City and the Park District enter into the agreement to extend fiber services.

Equal Dollar Transfer

Amount _____

Account Numbers

<i>From</i>		<i>To</i>	
Accounting		Accounting	
Unit: _____	Account: _____	Unit: _____	Account: _____
Activity: _____		Activity: _____	

Addition (or Decrease) to Department Budget

Accounting
Unit: 804530 Account: 56213 Amount \$181,000

Activity: TBD

Originator: T Bruhl April 22, 2019
Date

Department Head: _____
Date

Dir. Of Finance/Administration: _____
Date

For Finance Use Only

Revision entered and updated

_____ Date

By: _____



AGENDA ITEM EXECUTIVE SUMMARY

Agenda Item number: 6.c

Title: Recommendation to Waive the Formal Bid Procedure and Approve the Ordering of Gasoline and Diesel Fuel (Bio–Diesel) on an as Needed Basis for FY 2019/2020

Presenter: Michael Shortall

Meeting: Government Services Committee

Date: April 22, 2019

Proposed Cost: \$ 276,834

Budgeted Amount: \$ 276,834

Not Budgeted:

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

Staff is seeking approval to Waive the Formal Bid Procedure for ordering gasoline and diesel fuel for stock.

As in past years, Staff would like to spot buy fuel shipments on an as needed basis. Fuel suppliers will be asked to quote prices by 8:00 a.m. for same day delivery. The lowest quotation is awarded for delivery later that day.

Staff feels that this produces competitive pricing, allowing for the lowest fuel prices adjusting to market volatility.

Current list of vendors solicited include:

- Al Warren Oil CO
- Bell Fuel
- Buchanan Energy
- Feece Oil
- Gas Depot Oil Co
- Parent Petroleum

New vendors may be added to the list as they become known.

Attachments *(please list):*

*Bid Waiver Form

Recommendation/Suggested Action *(briefly explain):*

Recommendation to Waive the Bid Procedure and Approve the Ordering Gasoline and Diesel Fuel (Bio–Diesel) on an As Needed Basis for FY 2019/2020.

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:

Various fuel suppliers, including, but not limited to Al Warren Oil Co, Bell Fuel, Buchanan Energy, Feece Oil, Gas Depot, & Parent Petroleum

For the purchase of: Gasoline/Diesel (Bio) Fuel

At a cost not to exceed: As spot purchases vary by quantity and price, total expected cost is not known. Total budget for gasoline per the FY 19/20 budget is \$251,680.00

Reason for the request to waive the bid procedure: Spot buying allows the City to get the lowest quote available for that day as prices fluctuate.

Other Quotations Received: We solicit quotes from six (6) suppliers, when product is needed.

Date: 4/22/19

Requested by: Michael Shortall

Department Director: Peter Suhr

Purchasing Manager: Michael Shortall

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.



AGENDA ITEM EXECUTIVE SUMMARY

Agenda Item number: 6.d

Title: Recommendation to Award the Purchase of one 2019 John Deere 85G FT4 Excavator to West Side Tractor and to Sell the replacement vehicle, #1778, a 2000 John Deere Mini Excavator via an online auction to the highest bidder

Presenter: Michael Shortall

Meeting: Government Services Committee

Date: April 22, 2019

Proposed Cost: \$ 109,443.20

Budgeted Amount: \$ 110,000.00

Not Budgeted:

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

Staff is seeking approval to purchase a 2019 John Deere 85G FT4 Excavator from West Side Tractor (NJPA Contract) for use by the Environmental Services Department.

West Side Tractor \$109,443.20

This vehicle was approved through the Public Services Fleet committee and also through the FY 18/19 budget.

Staff is also seeking approval to sell the replacement vehicle #1778, a 2000 John Deere Mini Excavator via an online auction to the highest bidder.

Attachments *(please list):*

*Detailed list of bid obtained from vendor

Recommendation/Suggested Action *(briefly explain):*

Recommendation to Approve the Award of One 2019 John Deere 85G FT4 Excavator to West Side Tractor and to Sell the replacement vehicle, #1778, a 2000 John Deere Mini Excavator via an online auction to the highest bidder.



JOHN DEERE



**Tim Wilson
ST CHARLES, CITY OF
ATTN: ACCOUNTS PAYABLE
ST CHARLES, IL
6303774429**

January 31, 2019

2019 John Deere 85G FT4 Excavator
NJPA/SOURCEWELL Cooperative Contract 032515-JDC.

All the prices in the detailed sections are Per machine basis.

Machine Configuration

Code	Description	Qty	Unit Price
0081FF	85G EXC W/AUX HYD	1	133,087.00
3265	CRAWLER RUBBER PAD-450MM 18"	1	IN BASE
7060	6'11" (2.12M) ARM W/BKT CYL	1	6,724.00
List Price			\$ 139,811.00
Discount 34%			\$ 47,535.74
Net Price			\$ 92,275.26

Custom Jobs

Code	Description	Qty	Price
	Dlr provide Pre-Delivery Inspection, Supplies and Fuel Fill	1	1,150.00
	Dealer Provided Delivery	1	600.00
	Labor for field installed kits	1	3,021.00
Ext Warranty	• Extended 4YR/1500HR Comprehensive Warranty Machine Only	1	1,932.22
6J71804	JRB HYD CPR W/KIT	1	5,270.97
6t71519	TAG 24" BKT W/ PINS	1	1,067.89
6T71526	TAG 36" BKT W/PINS	1	1,255.89
AT358708	BLOCK HEATER	1	86.20
0	SET OF DEAD PINS (2nd Bucket)	1	252.78
AT436726	JD ARM AUX PIPING (1 WAY FLOW)	1	931.00
Total Price			\$ 15,567.94

Quote Summary (per unit)

Item Description	Prices
Machine Net Price	\$ 92,275.26
Custom Jobs	\$ 15,567.94
Price per Machine	\$ 107,843.20

Destination	Freight Charge
Naperville, IL 60563	\$ 1,600.00

Total Net Price Quantity (1) \$ 109,443.20

Warranty Terms

85G FT4 includes Basic STD warranty 12 MOS

- Extended 4YR/1500HR Comprehensive Warranty Machine Only

Remarks:

Quote prepared by Tate Van Overmeiren at West Side Tractor Sales 815-791-6398



AGENDA ITEM EXECUTIVE SUMMARY

Agenda Item number: *6.e

Title: Recommendation to Approve the Sale of Items of Personal Property owned by the City of St. Charles via an online auction to the highest bidder.

Presenter: Michael Shortall, Inventory Control Division Manager

Meeting: Government Operations Committee

Date: April 22, 2019

Proposed Cost: \$

Budgeted Amount: \$

Not Budgeted:

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

We are seeking approval to sell items of personal property owned by the City of St. Charles via an online auction site.

Attachments *(please list):*

* List of auction items

Recommendation/Suggested Action *(briefly explain):*

Recommendation to approve the Sale of Items of Personal Property owned by the City of St. Charles via an online auction to the highest bidder.

Auction Items – April 2019

- | | |
|---|--|
| (2) Wood map cabinets | (3) 35mm cameras |
| (2) Double drip torch | (1) Industrial copy machine |
| (1) Hilti TE-16 hammer drill | Lot misc. tires |
| (1) Dewalt survey level DW096 | 2008 F350 Vehicle #1713 |
| (2) Stream light lite box flashlight | 2002 Belsh DT-255 trailer Vehicle # 2131 |
| (1) Echo portable blower pack | Misc. tools |
| (1) Wayne pump | Lot of Police Department computers |
| (1) Stihl TS 400 Concrete saw | Lot of officer equipment/supplies |
| (1) Mod "C" Wachs Guillotine saw & case | Lot of pump cans sprayers |
| (1) Racine Hyd tool | Lot of treadmills (3) |
| (1) Lot safety triangles | Lot of PVC fittings |
| (1) Radio detection device | Lot of carpet cleaning equipment |
| (1) Lot auto parts | Used electric meter |
| (2) Baseball mitts | Lot of used air compressor |
| (2) Apple watches | Used dryer |
| (1) Beats headphones | |
| (1) Tattoo kit | |
| (1) Misc. jewelry (earring, medallion) | |
| (1) Lot misc. bikes | |
| (1) Lot misc. auto parts | |
| (1) Epiphone guitar | |
| (1) Industrial tool cart | |



AGENDA ITEM EXECUTIVE SUMMARY

Agenda Item number: 6.f

Title: Recommendation to Waive the Formal Bid Procedure and Accept the Blanket Quote from Federal Pacific for Stock Switchgear for Fiscal Year 2019/2020

Presenter: Michael Shortall

Meeting: Government Services Committee

Date: April 22, 2019

Proposed Cost: \$ 80,000

Budgeted Amount: \$ 80,000

Not Budgeted:

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

Staff is seeking approval to waive the bid procedure, and to accept the agreement to purchase switchgears for FY 19/20 for Inventory stock only.

This agreement is from Federal Pacific, through Power One Systems, the primary distributor. The price includes a 3% price increase of the previous year's agreement. Pricing has been held firm for the prior 2 fiscal years. Prices are the same and will be honored through April of 2020.

The Electric Division has had great reliability with Federal Pacific Switchgear and this is the preferred Switchgear for the utility.

Attachments *(please list):*

*Agreement *Bid Waiver Form

Recommendation/Suggested Action *(briefly explain):*

Recommendation to Waive the Formal Bid Procedure and Accept the Blanket Quote from Federal Pacific for Stock Switchgear for Fiscal Year 2019/2020.



Tucker Sharrow - Sales & Application Specialist
 P.O. Box 8200 • Bristol, VA 24203-8200
 (276) 645-8251 • FAX (276) 645-8206
 Tucker.Sharrow@electro-mechanical.com

FP QUOTATION

TO: Jim Chaggaris – Power One

DATE: February 6, 2019

SUBJECT: RFQ for St. Charles
 FP Quotation – 537891

TOTAL NUMBER OF PAGES 3 (including this sheet)

<u>Item</u>	<u>Qty</u>	<u>Description</u>
1	TBD	<p>PSE-9-44222-F4-LBI-T399-T799-99 15KV, 95KV BIL, Dead Front, Air Insulated, UL Listed, Pad Mounted Switchgear with two (2) 3-pole 600 amp group operated Auto-jet switches and two (2) 3-phase set(s) of fuse mountings for SMU-20 fuses. Included are: F4 - 304 Stainless steel enclosure (exterior cabinet only) LBI - Load Break Insert (fuse compartments only / Customer installed) T399 - Cable guides in each switch compartment T799 - All switch compartments shall include three (3) – 5/8” holes located in the sill for future installation of fault indicators. The holes shall be in a horizontal pattern and centered in the sill below the compartment. Holes shall be covered by a tamper-proof cover 99 - Hardware shall be stainless steel except for switch and fuse live parts 6 - FP Fuse end fittings Flatbed Shipment Price.....\$ 14,068.00 each</p>
2	TBD	<p>PSE-10-44400-F4-T399-T799-99 15KV, 95KV BIL, Dead Front, Air Insulated, Pad Mounted Switchgear with four (4) 3-pole 600 amp group operated Auto-jet switches. Included are: F4 - 304 Stainless steel enclosure (exterior cabinet only) T399 - Cable guides in each switch compartment T799 - All switch compartments shall include three (3) – 5/8” holes located in the sill for future installation of fault indicators. The holes shall be in a horizontal pattern and centered in the sill below the compartment. Holes shall be covered by a tamper-proof cover 99 - Hardware shall be stainless steel except for switch and fuse live parts Flatbed Shipment Price.....\$ 15,499.00 each</p>



THE POWER TO DELIVER BY AN AMERICAN OWNED COMPANY

<u>Item</u>	<u>Qty</u>	<u>Description</u>
3	TBD	<p>PSE-11-44312-F4-LBI-T399-T799-99 15KV, 95KV BIL, Dead Front, Air Insulated, Pad Mounted Switchgear with three (3) 3-pole 600 amp group operated Auto-jet switches and one (1) 3-phase set(s) of fuse mountings for SMU-20 fuses.</p> <p>Included are:</p> <p>F4 - 304 Stainless steel enclosure (exterior cabinet only) LBI - Load Break Insert (fuse compartments only / Customer installed) T399 - Cable guides in each switch compartment T799 - All switch compartments shall include three (3) – 5/8” holes located in the sill for future installation of fault indicators. The holes shall be in a horizontal pattern and centered in the sill below the compartment. Holes shall be covered by a tamper-proof cover 99 - Hardware shall be stainless steel except for switch and fuse live parts 3 - FP Fuse end fittings</p> <p>Flatbed Shipment Price.....\$ 14,876.00 each</p>

Net Adders (If Required):

1.	AS3	<p>12” Stainless steel, base spacer for Item #1 Price.....\$ 767.00 net adder per unit*</p>
2.	AS3	<p>12” Stainless steel, base spacer for Items #2 and #3 Price.....\$ 784.00 net adder per unit*</p>
3.	AS399	<p>12” Stainless steel, adapter base spacer for conversion from live-front pad to dead-front gear for the PSE-9 configuration. Applicable to Item #1 only Price.....\$ 951.00 net adder per unit*</p>
4.	AS399	<p>12” Stainless steel, adapter base spacer for conversion from live-front pad to dead-front gear for the PSE-10 and PSE-11 configurations. Applicable to Items #2 and #3 only. Price.....\$ 1,264.00 net adder per unit*</p>
5.	AS299	<p>6” Stainless steel, adapter base spacer for conversion from live-front pad to dead-front gear for the PSE-9 configuration. Applicable to Item #1 only Price.....\$ 884.00 net adder per unit*</p>
6.	AS299	<p>6” Stainless steel, adapter base spacer for conversion from live-front pad to dead-front gear for the PSE-10 and PSE-11 configurations. Applicable to Items #2 and #3 only. Price.....\$ 1,195.00 net adder per unit*</p>

***Note: Adapter base pricing is valid only if shipped as an integral part of the switchgear.**

POWER TO DELIVER

Comments & Clarifications:

1. Elbows and inserts are not included as part of our proposal.
2. A – C: Units shall be supplied with 600 amp bushings in each switch compartment and 200 amp bushing wells in each fuse compartment.
3. A – C: The Concast box pad numbers as listed are for live-front switchgear. The pad mounted switchgear in our quotation will fit on the box pads as noted below:

Unit Type	Unit Dimensions	Shallow Box	Deep Box
PSE-9	66 ¾ X 75	FC-74-76-20	FC-74-76-36
PSE-10	72 ¾ X 75	FC-74-76-20	FC-74-76-36
PSE-11	72 ¾ X 75	FC-74-76-20	FC-74-76-36

4. A – C: A ground rod of 3/8" copper shall extend across the full width of each door opening for grounding. Ground studs are not applicable to dead-front switchgear.
5. A – C: Cable guide provisions are provided in each switch and fuse compartment.

Prices are firm from February 9, 2019 through February 9, 2020.

Shipments can begin to be made in approximately 6-8 weeks (excluding holidays) after receipt of your formal purchase order, complete with all technical details and data required to release the equipment for manufacture. If a better shipping schedule is required, please consult the factory for review of current manufacturing schedule. When drawing approval is required, the above shipping estimates must be increased by the time necessary for the drawing approval process. Approval drawings (if required) will be submitted 3-4 weeks after receipt of an order. The shipping estimates are subject to change at time of order based on current production backlog.

Freight Terms

- (1) **Freight will be EXW Factory with seller paying freight.**
- (2) The seller will determine the method of transportation and the routing of the shipment. Where the purchaser requires shipment by a method of transportation or routing other than that of the seller's selection, any additional transportation and/or packing expense is to be borne by the purchaser.

**All transactions are subject to EMC's Sales Terms and Conditions found at:
<http://www.electro-mechanical.com/pdf/EMC-Sales-Terms-and-Conditions.pdf>
Please contact your customer service representative if you are unable to access the site listed above.**

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:

Federal Pacific

For the purchase of: Federal Pacific Switchgear for stock

At a cost not to exceed: Varies- dependent on operational needs of Electric Division

Reason for the request to waive the bid procedure: The Electric Division has chosen to use Federal Pacific for their switchgear. Federal Pacific has increased pricing by 3% after holding prices firm the previous 2 fiscal years.

Other Quotations Received: N/A

Date: 4-22-19

Requested by: Michael Shortall

Department Director: Peter Suhr

Purchasing Manager: Michael Shortall

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.



AGENDA ITEM EXECUTIVE SUMMARY

Agenda Item number: 6.g

Title:	Recommendation to Waive the Formal Bid Procedure and Accept the Blanket Quote from Anixter, Inc. for Okonite Cable for FY2019/2020
Presenter:	Michael Shortall

Meeting: Government Services Committee Date: April 22, 2019

Proposed Cost: \$ 700,000	Budgeted Amount: \$ 700,000	Not Budgeted: <input type="checkbox"/>
---------------------------	-----------------------------	--

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

Anixter, Inc. of Mattoon, IL supplies Okonite brand-specific cable. As a result of the Agreement with both Anixter, Inc. (distributor), and Okonite (manufacturer), Anixter will extend the current aluminum and copper cable blanket quote through 4/30/20, subject to metals escalation/de-escalation at time of shipment.

Our Electric Utility currently uses Okonite cable as a standard. This cable has proven to be very reliable and the City Inventory stocks the necessary tools and supplies to support Okonite cable.

Attachments *(please list):*

*Bid Waiver Form *Quote

Recommendation/Suggested Action *(briefly explain):*

Recommendation to Waive the Bid Procedure and Accept the blanket quote form Anixter, Inc. for Okonite Cable for FY2019/2020.

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:

Anixter, Inc.

For the purchase of: aluminum & copper cable

At a cost not to exceed: \$700,000

Reason for the request to waive the bid procedure: This is the result of negotiations with both Anixter, Inc (distributor), and Okonite (manufacturer). All prices are based on metals' escalation invoiced at time of shipment. Our Electric Utility currently uses Okonite cable as a standard. This cable has proven to be very reliable and the city Inventory stocks the necessary tools and supplies to support Okonite cable.

Date: 4/22/19

Requested by: Michael Shortall

Department Director: Peter Suhr

Purchasing Manager: Michael Shortall

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.

April 1, 2019

Mr. Mike Shortall
City of St. Charles
Two East Main Street
St. Charles, IL 60174

Dear Mike,

Based upon discussions between you, Anixter, and the Okonite Company, Anixter as the authorized Okonite distributor for your area, attached is updated blanket pricing for 2019. Terms and conditions under the original blanket shall remain in effect for shipments scheduled 05/01/19 through 04/30/20, subject to metals escalation/de-escalation.

Sincerely,

ANIXTER, INC.

A handwritten signature in cursive script that reads "Susie Titus".

Susie Titus
Inside Sales Associate



1100 Old State Road
 PO Box 729
 Mattoon, IL 61938

OKONITE BLANKET 2019

Phone: 217.235.0546
 Fax: 217.235.0024

www.anixterpowersolutions.com

Quotation: U00580942.00

To: **CITY OF ST CHARLES**
200 DEVEREAUX WAY
SAINT CHARLES, IL 60174

Attn:
 Phone: **6303774449**
 Fax: **6303774487**

Issued Date: **Apr 01, 2019**
 Expiration Date: **May 01, 2019**

Sales Contact: **Susie Titus**
(P) 217.258.0940
(F) 217.235.0024
susie.titus@anixter.com

Item	CustLine	Product and Description	Quantity	Price	Unit	Extended
1		161-23-3072 WIRE 1/0 19STR 15KV 220M EPR STC #1083	25000	2.250	FT	56,250.00
2		40ALSTR220EPR WIRE PRIMARY 4/0 AL 15KV 220M EPR 11 PE STC #1084 STD PKG: 2500	50000	2.350	FT	117,500.00
3		162-23-3090 WIRE 350MCM AL 37STR 15KV 220M EPR 1/3 NEUT STC #1085 STD PKG: 2500	20000	3.640	FT	72,800.00
4		140-23-3081 WIRE 4/0 CU 220 MIL 15KV STC #1107 (10,000 FT MIN RELEASE)	10000	6.010	FT	60,100.00
5		140-23-3087 WIRE 350MCM CU 220 MIL 15KV STC #5707 (10,000 FT MIN RELEASE)	10000	9.500	FT	95,000.00
6		140-23-3087 WIRE 350MCM CU 220 MIL 15KV STC #5707 (7500 FT MIN RELEASE)	7500	9.610	FT	72,075.00
7		140-23-9094 WIRE 750MCM CU 220 MIL 15KV STC #6726 (5000 FT MIN RELEASE)	5000	18.360	FT	91,800.00

SECTION TOTAL: \$565,525.00

QUOTE TOTAL: \$565,525.00



1100 Old State Road
PO Box 729
Mattoon, IL 61938

OKONITE BLANKET 2019

www.anixterpowersolutions.com

Phone: 217.235.0546
Fax: 217.235.0024

Quotation: U00580942.00

SPECIAL NOTES

PRICING IS VALID FOR SHIPMENTS FROM 05/01/19 THROUGH 04/30/20 SUBJECT TO METALS ESCALATION, DE-ESCALATION. QUOTED WITH METALS BASES OF:

AL @ 1.35; CU@ 2.75.

LENGTH TOLERANCE: MINIMUM -0%, MAXIMUM +03%

For the latest terms & conditions please visit: <https://www.anixterpowersolutions.com/site/legal/purchase-terms.html>

Anixter Power Solutions offers the industry's most extensive and dynamic portfolio of products, services and solutions for the Public Power, Investor-owned Utilities, Construction and Industrial markets.

	A	B	C	D	E	F	G	H
	Item #/Description	Quantity	Wt/Ft (AL)	Wt/Ft (CU)	Base Price	Manufacturer	Delivery	Release Requirements
1	#1083 1/0 Al	25,000'	99	207	\$2.25	Okonite	STOCK	
2	#1084 4/0	50,000'	199	142	\$2.35	Okonite	STOCK	
3	#1085 350 MCM Al	20,000'	329	231	\$3.64	Okonite	STOCK	
4	#1107 4/0 Cu	2,500'		884	\$6.01	Okonite	TBF	*10,000 FT MIN RELEASE
5	#5707 350 MCM Cu	10,000'		1453	\$9.50	Okonite	TBF	*10,000 FT MIN RELEASE
6	#5707 350 MCM Cu	7,500'		1453	\$9.61	Okonite	TBF	*7,500 FT MIN RELEASE
7	#6726 750 MCM Cu	10,000'		3127	\$18.36	Okonite	TBF	* 5,000 FT MIN RELEASE
8								
9								
10								
11	ANIXTER							
12	COMPANY							
13								
14								
15	1100 OLD STATE ROAD							
16	ADDRESS							
17								
18								
19	MATTOON, IL 61938							
20	CITY, STATE, ZIP							
21								
22								
23	<i>Susie Titus</i> 4/11/19							
24	SIGNATURE							
25								
26								
27	SUSIE TITUS							
28	PRINTED NAME							
29								

PRICING IS VALID FOR SHIPMENTS FROM 05/01/19 THROUGH 04/30/20, SUBJECT TO METALS ESCALATION/DE-ESCALATION
METALS BASES: AL @ 1.35; CU @ 2.75
LENGTH TOLERANCE: MINIMUM -0%, MAXIMUM +03%



AGENDA ITEM EXECUTIVE SUMMARY

Agenda Item number: 6.h

Title: Recommendation to Waive the Formal Bid Procedure and Allow “Spot Buying” of Cable and Transformers on an As-Needed Basis for FY 2019/2020

Presenter: Michael Shortall

Meeting: Government Services Committee

Date: April 22, 2019

Proposed Cost: \$550,000

Budgeted Amount: \$550,000

Not Budgeted:

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

Staff is asking to waive the bid procedure, and allow Inventory to “spot buy” purchases of cable and transformers for FY 19/20 for inventory stock only. Spot buying allows Inventory the competitive comparison of cost on an as needed basis. It is our practice to solicit pricing from at least five vendors/distributors allowing for a competitive price comparison.

Total budgeted amount for general cable is \$50,000; total budgeted amount for the transformers is \$500,000.

Attachments *(please list):*

*Bid Waiver Form

Recommendation/Suggested Action *(briefly explain):*

Recommendation to Waive the Formal Bid Procedure and Allow “Spot Buying” of Cable and Transformers on an As-Needed Basis for FY 2019/2020.

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:

Anixter, EESCO, ASK, Border States, Universal Utility Supply, and RESCO

For the purchase of: aluminum & copper cable and transformers for inventory stock

At a cost not to exceed: \$50,000 for cable;\$500,000 for transformers

Reason for the request to waive the bid procedure: Annual spot buying allows us to quote for purchases of specific items as they are needed for inventory stock. We solicit quotes from a list of five (5) vendors/distributors in order to provide an adequate cost comparison.

Other Quotations Received: _____

Date: 4/22/19

Requested by: Michael Shortall

Department Director: Peter Suhr

Purchasing Manager: Michael Shortall

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.



BID RESULTS

Asphalt #1020

Bid Opening Date: Tuesday Feb.5, 2019

Budget:

Bidder	PLOTE	SUPERIOR
Responsive Bid?		
Signatures	yes	yes
Certification of Compliance	yes	yes
Certificate of Insurance	no	yes
References	no	yes
map documenting distance	yes	yes
Responsible Bidder?		
Qualified		
Cost Analysis:		
U.P.M.	50	\$ 140.00
	\$0.00	\$7,000.00
		2% net 30 <u>\$140.00</u>
		\$6,860.00
AND		
Surface Mix	1000 \$52.00 \$52,000.00	\$ 54.00 \$54,000.00
B.A.M./Binder	500 \$52.00 \$26,000.00	\$ 51.00 \$25,500.00
T.A.C.	5 \$38.00 \$190.00	\$ 60.00 \$300.00
	<u>\$78,190.00</u>	<u>\$79,800.00</u>
Frnt cost based on # of miles	100 4.4 \$3,652.00	7.7 \$6,391.00
material + freight	<u>\$81,842.00</u>	<u>\$86,191.00</u>
Discount?	NO	2% net 30
TOTAL if award 3 line items	\$81,842.00	\$84,467.18
less pmt cc	\$1,227.63	\$1,267.01
	<u>\$80,614.37</u>	<u>\$83,200.17</u>
Dump fee (asphalt)	\$5.00	\$ - must be clean
Dump fee (concrete)	\$0.00	\$ - must be clean
Payment via St Charles Credit card?	YES	YES
Discount?	NO	2% net 30

A formal Invitation to Bid was published in the newspaper on January 21, 2019. Two contractors submitted bids. All bids were deemed compliant/responsive, and qualified/responsible.

Analysis of cost took into consideration: Freight Charges (as the contractor delivers material), and (new this year) (a) Superior's offer of 2% net 30 payment terms, and both vendor's offer to accept payment via credit card. Adjustment in payment terms is approximately \$1,370.

Award Recommendation: Only Superior provided pricing on UPM, hence they will be awarded UPM. The remaining 3 items are awarded by group resulted

Both PLOTE and Superior have provided these goods for the city in the past with satisfactory results.

Intent to Award by line item: Superior = UPM; Plote = all other

The City wishes to thank all bidders for participating in this solicitation. The City recognizes and appreciates the time and effort your firm put into preparing and submitting your proposal. The City invites you to bid on future solicitations which are posted on the City's website at <https://www.stcharlesil.gov>.

The city of St. Charles is looking for ways to reduce costs and create better returns for our investments. Please advise the City if you have any suggestions that can provide: cost savings; quality improvements; improved resource utilization; versatility; standardization; modification in delivery; inventory or consignment practices; value analysis; or other.



AGENDA ITEM EXECUTIVE SUMMARY

Agenda Item number: *6.j

Title:	Recommendation to Award the Bid for Concrete Materials to AC Ready Mix.
Presenter:	Michael Shortall

Meeting: Government Services Committee Date: April 22, 2019

Proposed Cost: \$ 62,000	Budgeted Amount: \$ 62,000	Not Budgeted: <input type="checkbox"/>
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Executive Summary *(if not budgeted please explain):*

On February 5, 2019, the Inventory Division opened bids for the annual concrete materials contract from the City’s facilities. The City received three responses to this bid solicitation.

All Divisions utilize concrete materials for general construction.

AC Ready Mix submitted the lowest responsive bid. The City has utilized concrete material from AC Ready Mix in the past and found the material to meet the City’s standards.

Attachments *(please list):*

* Bid Tabulation

Recommendation/Suggested Action *(briefly explain):*

Recommendation to Award the Bid for Concrete Materials to AC Ready Mix.



BID RESULTS

Concrete #1021

Bid Opening Date: February 5, 2019

Budget:

Bidder	VCNA PRAIRIE	ELMHURST	AC READY MIX
Responsive Bid?			
Signatures	yes	yes	yes
Certification of Compliance	yes	yes	yes
Certificate of Insurance	NO	NO	NO
References	NO	yes	yes
Responsible Bidder?			
Qualified			
Cost Analysis:			
4000 psi group 6.0 BG GEN AE mid	500 \$108.00 \$54,000.00	\$ 130.00 \$65,000.00	\$ 105.00 \$52,500.00
4000 psi group 6.0 BG Full AE	25 \$108.00 \$2,700.00	\$ 130.00 \$3,250.00	\$ 105.00 \$2,625.00
4000 psi group 5.0 BG WR FA Full AE	25 \$103.00 \$2,575.00	\$ 125.00 \$3,125.00	\$ 105.00 \$2,625.00
Environmental Charge	550 \$3.00 \$1,650.00	\$ 2.00 \$1,100.00	\$ 2.00 \$1,100.00
Calcium Chloride 1%	50 \$2.90 \$145.00	\$ 3.00 \$150.00	\$ 4.00 \$200.00
Calcium Chloride 1.5%	50 \$4.35 \$217.50	\$ 4.50 \$225.00	\$ 6.00 \$300.00
Calcium Chloride 2%	50 \$5.80 \$290.00	\$ 6.00 \$300.00	\$ 8.00 \$400.00
Redi-Pave	50 \$121.00 \$6,050.00	\$ 0.00 \$0.00	\$ 110.00 \$5,500.00
Winter Service Charge/Dates	50 \$10.00 \$500.00	\$ 8.00 \$400.00	\$ 8.00 \$400.00
subtotal	\$68,127.50	\$73,550.00	\$65,650.00
	less pmt cc <u>\$1,021.91</u>		less 2% <u>\$1,313.00</u>
	\$67,105.59		\$64,337.00
			less pmt cc <u>\$965.06</u>
			\$63,371.95
Options			
ADA tiles 4'	ea n/a	n/a	n/a
ADA tiles 5'	ea n/a	n/a	n/a
Saturday Delivery	load or cyd \$10.00 cyd	\$ 12.00 cyd	\$10.00 cyd
Overtime Delivery	cyd \$10.00	\$ 12.00 plant charge may a	\$ 10.00
Minimum Load Fee	cyd 20-200	5cy\$85/3-4cy\$150/1-2cy\$225	
Flowable Fill/ Pipe Cover	cyd \$95.00	\$ 90.00	\$ 85.00
Cooling (> 90)	\$20.00 cly	\$ 25.00	\$ 25.00
Fibermax Fibers	cyd \$9.00	\$ 8.00	\$ 9.00
Minimum Order Charge	cyd		
Wait Time Charge (after 60 minutes)	cyd \$2.00 min	\$ 2.50	
Retarder	cyd \$4.50	\$ 4.00	\$ 5.00
IDOT 6.1	cyd \$108.00	\$ 135.00	\$ 105.00
IDOT 4.6	cyd \$103.00	\$ 133.00	\$ 100.00
Payment via St Charles Credit card?	YES	no	yes
Discount?	no	no	2%/15 days

A formal Invitation to Bid was published in the newspaper on January 21, 2019. Three contractors submitted bids. All bids were deemed compliant/responsible, and qualified/responsible.

NEW SAVINGS THIS YEAR:
Two vendors offered to be paid by the city via credit card - thereby increasing the credit card rebate (approximately 1.5% - or a little over \$1000) received by the city. AC Ready Mix also offered 2% net 15 (a savings of \$1313). These changes in T&C are new this year thus resulting in additional saving to the city.

Analysis of costs: AC READY MIX was the overall low bidder. While the other bidders had lower prices via some line items, the projected savings (under \$300) and additional logistics and transaction costs did not justify splitting the award.

The lowest responsive, responsible contractor, AC READY MIX, has delivered product in the past with satisfactory results.

Statistics: The bid range was: \$10,178 or 16%.

Intent to Award: AC READY MIX

The City wishes to thank all bidders for participating in this solicitation. The City recognizes and appreciates the time and effort your firm put into preparing and submitting your proposal. The City invites you to bid on future solicitations which are posted on the City's website at <https://www.stcharlesil.gov>.

The city of St. Charles is looking for ways to reduce costs and create better returns for our investments. Please advise the City if you have any suggestions that can provide: cost savings; quality improvements; improved resource utilization; versatility; standardization; modification in delivery; inventory or consignment practices; value analysis; or other.



AGENDA ITEM EXECUTIVE SUMMARY

Agenda Item number: *6.k

Title:	Recommendation to Award the Bid for Hauling Services to S. Schroeder Trucking, Inc.
Presenter:	Michael Shortall

Meeting: Government Services Committee Date: April 22, 2019

Proposed Cost: \$ 58,353.75	Budgeted Amount: \$ 58,353.75	Not Budgeted: <input type="checkbox"/>
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Executive Summary *(if not budgeted please explain):*

On February 5, 2019, the Inventory Division opened bids for the annual hauling services contract. The City received two responses to this bid solicitation.

The City utilizes hauling services to remove debris incurred throughout the maintenance and repair activities performed on public infrastructure, including water main breaks, roadway patching, electrical digs, tree removals, and storm sewer point repairs.

S. Schroeder Trucking, Inc. submitted the lowest responsive bid for all categories of trucking services. The City has utilized Schroeder for hauling in the past, and has found them to be very responsive and timely.

Attachments *(please list):*

* Bid Tabulation

Recommendation/Suggested Action *(briefly explain):*

Recommendation to Award the Bid for Hauling Services to S. Schroeder Trucking, Inc.



BID RESULTS

Hauling #1022

Bid Opening Date: Tuesday Feb. 5, 2019

Budget:

Bidder	SCHROEDER	CRAIG
Responsive Bid?		
Signatures	yes	yes
Certification of Compliance	yes	yes
Certificate of Insurance	NO	on file
References	NO	yes
Responsible Bidder?		
Qualified		
Cost Analysis:		
SEMI TRACTOR/20 YD. DUMP TRAILER		
straight time for 650 hours	\$ 94.50 \$ 61,425.00	\$ 100.00 \$ 65,000.00
overtime cost per hour	\$ 94.50	\$ 110.00
5%w/i 15	\$ 3,071.25	no
	\$ 58,353.75	
pmt cc	\$ 875.31	\$ 975.00
	\$ 57,478.44	\$ 64,025.00
Options		
TRACTOR/LOWBOY TRAILER		
straight time cost per hour	\$ 125.00	n/a
overtime cost per hour	\$ 125.00	n/a
6 WHEEL DUMP/8 YD.		
straight time cost per hour	\$ 90.00	n/a
overtime cost per hour	\$ 90.00	n/a
Payment via St Charles Credit card?	YES	YES
Discount?	5% w/i 15 days	no

A formal Invitation to Bid was published in the newspaper on January 21, 2019. Two bids were submitted. All bids were deemed compliant/responsive, and qualified/responsible.

Analysis of cost took into consideration: (new this year) (a) Schroeder's offer of 5% net 15 payment terms, (approximately \$3,000 savings) and (b) both vendor's offer to accept payment via credit card (approximately \$900).

Only one vendor, Schroeder choose to bid on optional hauling services. The lowest responsive, responsible contractor, Schroeder, has performed work for the city in the past with satisfactory results.

Statistics: A bid range of \$6,546.56 (after payment adjustments). Thus the high bid was 11% higher than the lowest responsive, responsible bidder.

Intent to Award: Schroeder

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The city of St. Charles is looking for ways to reduce costs and create better returns for our investments. Please advise the City if you have any suggestions that can provide: cost savings; quality improvements; improved resource utilization; versatility; standardization; modification in delivery; inventory or consignment practices; value analysis; or other.



AGENDA ITEM EXECUTIVE SUMMARY

Agenda Item number: *6.1

Title:	Recommendation to Award the Bid for Stone and Gravel Material to Schroeder
Presenter:	Michael Shortall

Meeting: Government Services Committee Date: April 22, 2019

Proposed Cost: \$ 63,500 Budgeted Amount: \$ 63,500 Not Budgeted:

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

On February 5, 2019, the Inventory Control Division opened bids for the annual provision of stone and gravel material for utilization throughout the Public Services Divisions.

The City received three responses to this bid solicitation.

The Public Services Department utilizes stone and gravel materials to patch roadways, backfill after emergency infrastructure repair, and to stabilize shorelines and basin walls.

Schroeder submitted the lowest responsive qualified bid for the base scope of the contract. They have performed work for the City in the past with satisfactory results.

Attachments *(please list):*

* Bid Tabulation

Recommendation/Suggested Action *(briefly explain):*

Recommendation to Award the Bid for Stone/Gravel Material to Schroeder.



BID RESULTS

Stone/Gravel #1023

Bid Opening Date: Tuesday Feb. 5, 2019

Budget:

Bidder	SCHROEDER	VIKING	VULCAN
Responsive Bid?			
Signatures	yes	yes	yes
Certification of Compliance	yes	yes	yes
Certificate of Insurance	NO	on file	NO
References	NO	yes	NO
Responsible Bidder?			
Qualified			
Cost Analysis:			
CA-7, ¾" CRUSHED LIMESTONE	2000 \$ 17.40 \$ 34,800.00	\$ 17.20 \$ 34,400.00	\$ 20.10 \$ 40,200.00
CA-6, GRADE 8 CRUSHED LIMESTONE	1000 \$ 12.10 \$ 12,100.00	\$ 12.20 \$ 12,200.00	\$ 15.35 \$ 15,350.00
	\$ 46,900.00	\$ 46,600.00	\$ 55,550.00
5% w/i 15	\$ 2,345.00		
	\$ 44,555.00		
pmt cc	\$ 668.33	pmt cc \$ 699.00	
	\$ 43,886.68	\$ 45,901.00	
Options			
CA-5, 1-1/2" CRUSHED LIMESTONE	100 \$ 17.65 \$ 1,765.00	n/a	\$ 22.95 \$ 2,295.00
FA-2, TORPEDO SAND	400 \$ 16.65 \$ 6,660.00	\$ 15.85 \$ 6,340.00	\$ 18.10 \$ 7,240.00
CM-16, 3/8" WASHED STONE	50 \$ 20.00 \$ 1,000.00	n/a	\$ 22.59 \$ 1,129.50
CA-16, 3/8" WASHED STONE	50 \$ 20.00 \$ 1,000.00	n/a	\$ 22.59 \$ 1,129.50
CA-16 #4 PEA GRAVEL	50 \$ 20.00 \$ 1,000.00	\$ 16.75 \$ 837.50	n/a
FA-1 OR FA-6 TRENCH BACKFILL SAND	100 \$ 15.25 \$ 1,525.00		\$ 16.10 \$ 1,610.00
CA-1, 3"	100 \$ 18.75 \$ 1,875.00	\$ 16.00 \$ 1,600.00	\$ 22.10 \$ 2,210.00
SHOT ROCK ("RIP-RAP") 6"-12", RR-3	100 \$ 36.00 \$ 3,600.00	\$ 38.00 \$ 3,800.00	\$ 38.10 \$ 3,810.00
SHOT ROCK ("RIP-RAP") 8"-12", RR-5	100 \$ 42.00 \$ 4,200.00	n/a	\$ 41.85 \$ 4,185.00
Payment via St Charles Credit card?	YES	YES	no
Discount?	5% w/i 15	no	no

A formal Invitation to Bid was published in the newspaper on January 21, 2019. Three bids were submitted. All bids were deemed compliant/responsive, and qualified/responsible.

Analysis of cost took into consideration: (new this year) (a) Schroeder's offer of 5% net 15 payment terms, (approximately \$2,345 savings) and (b) two vendor's offer to accept payment via credit card (approximately \$670).

Award Recommendation: Schroeder is the lowest responsive, responsible contractor. And only Schroeder provided pricing on all optional materials. They have performed work for the city in the past with satisfactory results.

Statistics: A bid range of \$11,663. Thus the high bid was 27% higher than the lowest responsive, responsible bidder.

Intent to Award: Schroeder

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The city of St. Charles is looking for ways to reduce costs and create better returns for our investments. Please advise the City if you have any suggestions that can provide: cost savings; quality improvements; improved resource utilization; versatility; standardization; modification in delivery; inventory or consignment practices; value analysis; or other.



AGENDA ITEM EXECUTIVE SUMMARY

Agenda Item number: *6.m

Title:	Recommendation to Approve the Award of One 2019 F-550 XL Chassis Cab to Sutton Ford and to Sell the Replaced F-350 SD Pickup #1713
Presenter:	Michael Shortall

Meeting: Government Services Committee Date: April 22, 2019

Proposed Cost: \$ 54,609	Budgeted Amount: \$ 54,609	Not Budgeted: <input type="checkbox"/>
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Executive Summary *(if not budgeted please explain):*

Staff recommends the purchase of a 2019 F-550 XL Chassis Cab to Sutton Ford through the Suburban Purchasing Cooperative (SPC) for the use of the Public Services Division.

Two quotes were obtained, one through Hawk Ford of St. Charles and one through Sutton Ford of Matteson.

Sutton Ford	\$54,609
Hawk Ford	\$58,026

This vehicle was approved through the Public Services Fleet Committee and is also budgeted.

Staff is also seeking approval to sell the replacement vehicle #1713, a 2008 F-350 SD Pickup truck, Via an online auction to the highest bidder.

Attachments *(please list):*

*Detailed list of bids obtained from two vendors

Recommendation/Suggested Action *(briefly explain):*

Recommendation to Approve the Award of One 2019 F-550 XL Chassis Cab to Sutton Ford and to Sell the Replaced F-350 SD Pickup #1713.



2019 Ford F-550 XL 4x2 Chassis Cab
Contract # 182



**COMMERCIAL
& FLEET**

www.suttonford.com

Contact: Kyle Mohrbach, Fleet Manager

Phone: 708-720-8013

Email: kmohrbach@suttonford.com

Please contact us with any questions and to learn about upfitting options.



**COMMERCIAL
& FLEET**

Contact: Kyle Mohrbach

Phone: 708-720-8013

Email: kmohrbach@suttonford.com

Standard Package: \$30,475.00

2019 SUPER DUTY® CHASSIS CAB

STANDARD EQUIPMENT

The following features are standard on every 2019 SUPER DUTY® Chassis Cab vehicle:

<p>MECHANICAL</p> <ul style="list-style-type: none"> • Brakes – Four-wheel Disc Brakes with Anti-Lock Brake System (ABS) <p>EXTERIOR</p> <ul style="list-style-type: none"> • Doors <ul style="list-style-type: none"> — Two (Regular Cab only) — Four (SuperCab/Crew Cab only) • Front License Plate Bracket • Fuel Tank <ul style="list-style-type: none"> — 26.5 gallon mid ship (F-350 SRW) — 40 gallon aft axle (F-350 DRWF-450/F-550) — Diesel Exhaust Fluid (DEF) Tank Location: <ul style="list-style-type: none"> o Aft-of-axle fuel tank is paired with the DEF tank located in the mid ship location, between the frame rails. o Mid ship fuel tank is paired with the DEF tank located outside of the frame rail o Dual tanks are paired with the DEF tank located outside of the frame rail • Glass <ul style="list-style-type: none"> — Solar-tinted complete (Std. on XL) — Privacy (Std. on XLT and Lariat; NA front-seat windows) • Manual Locking Hubs (4x4) • Scuff plates – front, color-coordinated • "Three-Blink" lane change signal • Tow hooks – front, (two) (2) • Trailer wiring – 7 wire harness w/relays, blunt cut and labeled • Windshield wipers – intermittent <p>INTERIOR/COMFORT</p> <ul style="list-style-type: none"> • Convenience <ul style="list-style-type: none"> — Coat hooks, LH/RH color-coordinated — Dash top tray — Dome lamp – LH/RH door activated & I/P switch operated w/delay — Handles, grab – driver & front-passenger — Handles, roof ride – front-passenger (also over rear-doors on Crew Cab) — Map lights – dual (front and rear w/Crew Cab) — 12V Powerpoint, auxiliary • Door-trim – color-coordinated molded w/grab handle & reflector • Gauges and Meters – Fuel, Transmission Temperature, Engine Coolant Temperature, Oil Pressure (Gas engine) and Turbo (Diesel engine) Gauges; Speedometer, Odometer and Tachometer • Headliner – color-coordinated cloth 	<p>INTERIOR/COMFORT (continued)</p> <ul style="list-style-type: none"> • Instrument panel – color-coordinated w/dual glove boxes, four (4) air registers w/positive shut-off and powerpoint • Instrumentation Center <ul style="list-style-type: none"> — 2.3" LCD Productivity Screen in IP Cluster (standard on XL) — 4.2" LCD Productivity Screen in IP Cluster (standard on XLT) — 8.0" LCD Productivity Screen in IP Cluster (Standard on Lariat) • Overhead Console with 6 Uplifter Switches • Steering – power • Steering damper <p>SAFETY/SECURITY</p> <ul style="list-style-type: none"> • AdvanceTrac® with RSC® (Roll Stability Control™) • Airbags <ul style="list-style-type: none"> — Driver and Passenger frontal and side airbag/curtain — Passenger side airbag deactivation switch • Child tethers (Regular Cab front-passenger and all rear-seating positions) • Lamps – LED Roof marker/clearance • Safety Belts <ul style="list-style-type: none"> — Belt-Minder® (front safety belt reminder) – chime and flashing warning lights on I/P if belts not buckled — Color-coordinated safety belts w/height adjustment (front-outboard seating positions only) • SecurLock® Passive Anti-Theft System (PATS); includes MyKey® owner controls feature (XLT and Lariat Only) • SOS Post-Crash Alert System™ • Stationary Elevated Idle Control (SEIC) <p>FUNCTIONAL</p> <ul style="list-style-type: none"> • Alternator <ul style="list-style-type: none"> — 200 Amp, Extra Heavy-Duty (Std. on 6.2L Gas w/XL/XLT) — 240 Amp, Extra Extra Heavy-Duty (Std. on 6.2L Gas w/Lariat) — 240 Amp, Heavy-Duty (Std. on 6.8L Gas) — 220 Amp, Extra Heavy-Duty (Std. on 6.7L Power Stroke® Diesel) — 332 Amp Dual Heavy-Duty (6.7L Power Stroke® Diesel engine w/Lariat) • Hood release • Horn – dual electric • Intelligent Oil-Life Monitor® (6.7L Power Stroke® Diesel engine) • Oil minder system (6.2L Gas and 6.8L Gas engine) • Shock absorbers – heavy-duty gas • Springs, rear auxiliary • Stabilizer bar – front and rear
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3 Year/36,000 Mile Limited Bumper to Bumper Warranty

5 Year/60,000 Mile Powertrain Warranty

Optional Equipment and Upfitting

Please Check Box by Options
Additional Upfitting Available



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Contact: Kyle Mohrbach
Phone: 708-720-8013
Email: kmohrbach@suttonford.com

Options: Body Style

<input checked="" type="checkbox"/>		Super Cab 60" Cab to Axle	\$2,370.00
<input type="checkbox"/>		Crew Cab 60" Cab to Axle	\$3,440.00
<input type="checkbox"/>		84" Cab to Axle Regular/Super/Crew Cab	\$262.00

Options: Engine, Transmission, Powertrain

<input type="checkbox"/>		6.7L OHV Power Stroke Diesel	\$8,000.00
<input checked="" type="checkbox"/>		4x4 with Manual Transfer Case	\$2,875.00
<input type="checkbox"/>		Limited Slip Axle	\$332.00
<input type="checkbox"/>	62R	PTO Provision	\$257.00
<input type="checkbox"/>	98R	Gaseous Prep- Excludes Conversion	\$289.00
<input checked="" type="checkbox"/>	213	Electronic Shift 4x4 (N/A with 6.8L Engine, Requires 4x4 with Manual Transfer)	\$171.00
<input type="checkbox"/>	41H	Engine Blocker Heater	\$83.00
<input type="checkbox"/>		Engine Idle Shut Down	\$231.00
<input type="checkbox"/>	67B	Dual Extra Duty Alternators (requires Diesel Motor)	\$105.00
<input type="checkbox"/>	98R	Operator Command Regeneration (requires Diesel Motor)	\$231.00
<input checked="" type="checkbox"/>	65M	28.5 Gallon Mid Ship Tank (requires 96V)	\$115.00
<input type="checkbox"/>	65C	Dual Tanks (requires Diesel Motor)	\$575.00

Options: Warranty

<input type="checkbox"/>		Powertrain Care 3 Year, 100,000 Mile 4x2 Gas Engine	\$1,595.00
<input type="checkbox"/>		Powertrain Care 3 Year, 100,000 Mile 4x4 Gas Engine w/ Snow Plow Prep Package	\$2,750.00
<input type="checkbox"/>		PremiumCare 5 Year, 75,000 Mile 4x2 (4x4 option available)	\$1,855.00
<input type="checkbox"/>		PremiumCare 6 Year, 100,000 Mile 4x2 (4x4 option available)	\$2,400.00

Options: Wheel, Tires

<input type="checkbox"/>	THB	LT225/70Rx19.5G BSW Traction	\$175.00
<input type="checkbox"/>	TGM	LT225/70Rx19.5G BSW Max Traction (4x4 only)	\$197.00
<input type="checkbox"/>	512	Spare Tire and Wheel	\$323.00
<input type="checkbox"/>	945	Stainless Steel Wheel Covers	\$377.00

Options: Functional

<input type="checkbox"/>	63C	AFT-Axle Frame Extension (Regular Cab Only)	\$105.00
<input type="checkbox"/>	41P	Skid Plates (Super/Crew Cab Only)	\$92.00
<input type="checkbox"/>	61J	Jack- 6 Ton	\$51.00
<input type="checkbox"/>	43B	Rear Defroster (Requires 924 and 90L)	\$56.00
<input type="checkbox"/>	924	Privacy Glass (Requires 90L and 43B)	\$27.00
<input checked="" type="checkbox"/>	52B	Trailer Brake Controller	\$249.00

Options: Groups/Packages

<input checked="" type="checkbox"/>	96V	XL Value Package; Cruise Control, AM/FM/MP3/SYNC Bluetooth	\$920.00
<input checked="" type="checkbox"/>	90L	Power Equipment Group; Heated Power Mirrors with integrated clearance lamps/turn signals, Perimeter Alarm, Accessory Delay, Power Windows/Locks, Remote Keyless, Upgraded Door Trim	Reg. Cab \$841.00 Super/Crew \$1,035.00
<input checked="" type="checkbox"/>	473	Snow Plow Prep Package (Requires 4x4) Upgraded Front Springs, Extra Heavy Duty Alternator	\$171.00
<input type="checkbox"/>	67H	Heavy Service Front Suspension	\$115.00
<input checked="" type="checkbox"/>	68M	Payload Upgrade Package 19,500 G.V.W.R – Req. Limited Slip Axle	\$1,063.00
<input type="checkbox"/>	535	High Capacity Trailer Tow Package (Requires 68M & Diesel Motor)	\$850.00
<input type="checkbox"/>		XL Décor Package- Includes Chrome Front Bumper	\$203.00
<input type="checkbox"/>		XLT Package	\$3,275.00

Options: Interior

<input checked="" type="checkbox"/>	43C	110/400W Outlet	\$69.00
<input type="checkbox"/>	41H	Rapid Heat Supplemental Cab Heater (Requires Diesel Motor)	\$92.00
<input type="checkbox"/>	18A	Upfitter Interface Module for PTO Programming	\$272.00
<input type="checkbox"/>	76Z	Advanced Security Package	\$56.00
<input checked="" type="checkbox"/>	63A	Utility Lighting System (Requires 90L)	\$148.00
<input type="checkbox"/>	18B	Platform Running Boards- Regular Cab	\$295.00
<input checked="" type="checkbox"/>	18B	Platform Running Boards- Super/Crew Cab	\$409.00
<input type="checkbox"/>	556	Driver Passenger Side/Curtain Airbag Delete	(\$180.00)
<input type="checkbox"/>	557	Front Passenger and Side Airbags Delete	(\$180.00)
<input type="checkbox"/>	87T	Ford Telematics	\$8.00
<input type="checkbox"/>	87S	Ford Pass Connect Wi-Fi Hotspot (late release)	\$207.00
<input type="checkbox"/>	76S	Remote Start (Requires 90L)	\$231.00
<input type="checkbox"/>	913	Sync 3 (Requires XLT Package)	\$336.00
<input checked="" type="checkbox"/>	66S	Upfitter Switches	N/C
<input type="checkbox"/>	525	Cruise Control	\$216.00
<input type="checkbox"/>	39S	Sirius XM Satellite Radio- Requires 585 or Sync 3	\$171.00
<input checked="" type="checkbox"/>		Cloth 40/20/40 Seats	\$85.00
<input type="checkbox"/>		Cloth 40/Console/40 - No Armrest Included (Regular Cab)	\$303.00
<input type="checkbox"/>		Cloth 40/Console/40 - No Armrest Included (Super/Crew Cab)	\$438.00

Options: Accessories

<input type="checkbox"/>	91S	LED Warning Strobes	\$621.00
<input type="checkbox"/>		9' Electric Hydraulic Dump Body-Black Finish (Requires Hitch Plate)	\$6,795.00
<input checked="" type="checkbox"/>		4 Corner Strobes (Requires Upfitter Switches)	\$675.00
<input checked="" type="checkbox"/>		9' Steel Service Body- White Finish	\$6,695.00
<input type="checkbox"/>		11' Service Body Painted White	\$8,053.00
<input type="checkbox"/>		11' Dump Body	\$8,500.00
<input type="checkbox"/>		Dump Body Drop Sides	\$750.00
<input checked="" type="checkbox"/>		Hitch Plate with Pintle/Receiver and Plug	\$595.00
<input checked="" type="checkbox"/>	16S	All Weather Floor Mats	\$150.00
<input checked="" type="checkbox"/>	76C	Backup Alarm	\$128.00

<input type="checkbox"/>		Rustproofing	\$300.00
<input checked="" type="checkbox"/>	872	Rearview Camera Kit (without 96V or 585)	\$381.00
<input type="checkbox"/>		8' 6" Western Snow Plow	\$5,095.00
<input checked="" type="checkbox"/>		8' 6" Boss Snow Plow	\$5,095.00
<input type="checkbox"/>		9' Snow Plow	\$5,311.00
<input type="checkbox"/>		10' Snow Plow- Meier Plow with Frame Required for Fitment	\$6,353.00
<input checked="" type="checkbox"/>		Hand Held Controller (Requires Plow)	\$90.00
<input checked="" type="checkbox"/>		Snow Deflector	\$295.00
<input type="checkbox"/>		Detailed CD Rom Shop Manual	\$325.00
<input checked="" type="checkbox"/>		Delivery	\$150.00
<input checked="" type="checkbox"/>		License and Title- M Plates (Shipped)	\$200.00

Options: Paint

<input type="checkbox"/>	AT	Yellow	\$608.00
<input type="checkbox"/>	BY	School Bus Yellow	\$608.00
<input type="checkbox"/>	D1	Stone Gray	N/C
<input type="checkbox"/>	E4	Vermillion	N/C
<input type="checkbox"/>	GR	Green	N/C
<input type="checkbox"/>	J7	Magnetic Silver	N/C
<input type="checkbox"/>	PG	E. Blue	N/C
<input type="checkbox"/>	MB	Orange	N/C
<input type="checkbox"/>	N1	Blue Jean Metallic	N/C
<input type="checkbox"/>	PQ	Race Red	N/C
<input type="checkbox"/>	UM	Agate Black	N/C
<input type="checkbox"/>	UX	Ingot Silver	N/C
<input type="checkbox"/>	W6	Green Gem	\$608.00
<input checked="" type="checkbox"/>	Z1	Oxford White	N/C



**2019 SUPER DUTY® CHASSIS CAB
(F-350CC / F-450CC / F-550)
STANDARD EQUIPMENT**

The following features are standard on every 2019 SUPER DUTY® Chassis Cab vehicle:

MECHANICAL

- Brakes – Four-wheel Disc Brakes with Anti-Lock Brake System (ABS)

EXTERIOR

- **Doors**
 - Two (Regular Cab only)
 - Four (SuperCab/Crew Cab only)
- Front License Plate Bracket
- **Fuel Tank**
 - 26.5 gallon mid ship (F-350 SRW)
 - 40 gallon aft axle (F-350 DRW/F-450/F-550)
 - Diesel Exhaust Fluid (DEF) Tank Location:
 - o Aft-of-axle fuel tank is paired with the DEF tank located in the mid ship location, between the frame rails.
 - o Mid ship fuel tank is paired with the DEF tank located outside of the frame rail
 - o Dual tanks are paired with the DEF tank located outside of the frame rail
- **Glass**
 - Solar-tinted complete (Std. on XL)
 - Privacy (Std. on XLT and Lariat; NA front-seat windows)
- Manual Locking Hubs (4x4)
- Scuff plates – front, color-coordinated
- "Three-Blink" lane change signal
- Tow hooks – front, (two) (2)
- Trailer wiring – 7 wire harness w/relays, blunt cut and labeled
- Windshield wipers – intermittent

INTERIOR/COMFORT

- **Convenience**
 - Coat hooks, LH/RH color-coordinated
 - Dash top tray
 - Dome lamp – LH/RH door activated & I/P switch operated w/delay
 - Handles, grab – driver & front-passenger
 - Handles, roof ride – front-passenger (also over rear-doors on Crew Cab)
 - Map lights – dual (front and rear w/Crew Cab)
 - 12V Powerpoint, auxiliary
- Door-trim – color-coordinated molded w/grab handle & reflector
- Gauges and Meters – Fuel, Transmission Temperature, Engine Coolant Temperature, Oil Pressure (Gas engine) and Turbo (Diesel engine) Gauges; Speedometer, Odometer and Tachometer
- Headliner – color-coordinated cloth

INTERIOR/COMFORT (continued)

- Instrument panel – color-coordinated w/dual glove boxes, four (4) air registers w/positive shut-off and powerpoint
- **Instrumentation Center**
 - 2.3" LCD Productivity Screen in IP Cluster (standard on XL)
 - 4.2" LCD Productivity Screen in IP Cluster (standard on XLT)
 - 8.0" LCD Productivity Screen in IP Cluster (Standard on Lariat)
- Overhead Console with 6 Upfitter Switches
- Steering – power
- Steering damper

SAFETY/SECURITY

- AdvanceTrac® with RSC® (Roll Stability Control™)
- **Airbags**
 - Driver and Passenger frontal and side airbag/curtain
 - Passenger side airbag deactivation switch
- Child tethers (Regular Cab front-passenger and all rear-seating positions)
- Lamps – LED Roof marker/clearance
- **Safety Belts**
 - Belt-Minder® (front safety belt reminder) – chime and flashing warning lights on I/P if belts not buckled
 - Color-coordinated safety belts w/height adjustment (front-outboard seating positions only)
- SecurILock® Passive Anti-Theft System (PATS); Includes MyKey® owner controls feature (XLT and Lariat Only)
- SOS Post-Crash Alert System™
- Stationary Elevated Idle Control (SEIC)

FUNCTIONAL

- **Alternator**
 - 200 Amp, Extra Heavy-Duty (Std. on 6.2L Gas w/XL/XLT)
 - 240 Amp, Extra Extra Heavy-Duty (Std. on 6.2L Gas w/Lariat)
 - 240 Amp, Heavy-Duty (Std. on 6.8L Gas)
 - 220 Amp, Extra Heavy-Duty (Std. on 6.7L Power Stroke® Diesel)
 - 332 Amp Dual Heavy-Duty (6.7L Power Stroke® Diesel engine w/Lariat)
- Hood release
- Horn – dual electric
- Intelligent Oil-Life Monitor® (6.7L Power Stroke® Diesel engine)
- Oil minder system (6.2L Gas and 6.8L Gas engine)
- Shock absorbers – heavy-duty gas
- Springs, rear auxiliary
- Stabilizer bar – front and rear

**3 Year/36,000 Mile Limited Bumper to Bumper Warranty
5 Year/60,000 Mile Powertrain Warranty**

2525 East Main Street, St. Charles, IL 60174 • 630-584-1800

www.hawkfordstcharles.com

F-550 Supercab 4x4 Chassis cab 168"	38014
168" wheelbase 60" cab to axle.....	std
Manual shift 4x4 with manual lock out front hubs.....	std
Power equipment group.....	840
Platform running boards.....	409
Snow plow prep package.....	170
Electric brake controller.....	249
Rear camera prep kit.....	381
XL value package: cruise, C-D, Sync & chrome bumper.....	920
Cloth seats.....	91
Mid ship Fuel tank.....	115
110V/400W outlet.....	160
Utility lighting.....	146
Payload plus upgrade to 19500# GVWR.....	1055
Back up alarm.....	95
8'6" Boss super duty snow plow.....	6075
Hand held controller.....	80
Snow deflector.....	295
Knapheide 9' service body painted white LED rear lights.....	7378
4 corner LED strobes, NOTE:front are grill mounted	795
2" receiver hitch & 7 way trailer plug.....	490
Municipal license & title.....	128
All weather floor mats.....	140
TOTAL AMOUNT.....	\$58026

Options to consider adding you have added in the previous trucks

Daytime running lights.....	41
Limited slip rear axle.....	332

Please call me with any questions at 630-584-1800

Bill Wackerlin
Commercial sales



AGENDA ITEM EXECUTIVE SUMMARY

Agenda Item number: *6.n

Title:	Recommendation to Approve the Award of One 2019 Ford Expedition to Kunes Country Ford and to Sell the Replaced 2014 Chevrolet Tahoe #1884 via an Online Auction
Presenter:	Michael Shortall

Meeting: Government Services Committee Date: April 22, 2019

Proposed Cost: \$ 40,945	Budgeted Amount: \$ 40,945	Not Budgeted: <input type="checkbox"/>
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Executive Summary *(if not budgeted please explain):*

Staff recommends the purchase of a 2019 Ford Expedition to Kunes Country Ford through the Suburban Purchasing Cooperative (SPC) for the use of the Police Division.

Two quotes were obtained, one through Hawk Ford of St. Charles and one through Kunes Country Ford of Antioch.

Kunes Country Ford	\$40,945
Hawk Ford	\$41,998

This vehicle was approved through the Public Services Fleet Committee and is also budgeted.

Staff is also seeking approval to sell the replacement vehicle #1884, a 2014 Chevrolet Tahoe, Via an online auction to the highest bidder.

Attachments *(please list):*

*Detailed list of bids obtained from two vendors

Recommendation/Suggested Action *(briefly explain):*

Recommendation to Approve the Award of One 2019 Ford Expedition to Kunes Country Ford and to Sell the Replaced 2014 Chevrolet Tahoe #1884 via an Online Auction.



2019 Ford Expedition XL 4 Door

Contract # 171



Kunes Country Ford of Antioch



www.antiochford.com

Don Winslow: (847) 395-3900 / Cell: (224) 730-1021

dwinslow@kunescountry.com

GOOD THRU: March 14, 2019

Contract # 171

- Front Row (6), Second Row (6), Third Row (3)
- Fixed Foot Pedals
- Floor Mats, Color-Keyed Carpet-All Rows
- Grab Handles-Front row, Second Row Pillar and Headliner Mounted
- Lighting
 - Front Overhead Console Mounted Map Lights
 - Illuminated Entry System with Courtesy Lamp Delay
 - Rear Cargo Area Light
 - Second and Third Row Dome Lights
- Overhead Console with Sunglass Storage and Conversation Mirror
- PowerPoints (12V) -(4)
 - Front row; one in center rack, one in front center console
 - Second row; one in rear section of center console
 - Rear Cargo Area; one
- Rear Cargo Area-Cargo Management System
- Seats-(5)
 - Passenger- Front and Second Rows-Cloth (Note: Availability only on 100A & 101A. SSV 102A First row cloth, Second row Vinyl)
 - Front Row 6-way Power Drivers Bucket Seat with Power Lumbar and Manual recline
 - Front Row 2-way Manual Passenger
 - Second Row- 40/20/40 Center Slide with Manual Recline
- Shifter- rotary Gear Shift Dial, Center Console Mounted (100A, 101A)
 - Steering Column Mounted (SSV 102A)
- Sliding Sun Visors with Illuminated Vanity Mirrors (Driver and Passenger)
- Steering Column
 - Manual Tilt/Telescoping (100a, 101A)
 - Manual Tint (SSV 102A)
- Steering Wheel-Leather Wrapped
- Storage

- Bins, Third Row
- Glove Box
- Windows, Power-Front One-Touch Up/Down Feature

Safety/Security

- AdvanceTrac w/RSC (Roll Stability Control)
- Airbags-First Row: Driver and Passenger Dual Stage and Front-Seat Mounted Side-Impact
 - All Rows: Safety Canopy Side-Curtain with Rollover Sensor
- Cargo Net Cargo Protector
- Center High-Mounted Stop Lamp (CHMSL)
- Door Locks
 - Power
 - Auto lock/Auto unlock
 - Child-Safety Rear
- Electronic Stability Control ✓
- Headlamps
 - Halogen
 - Wiper Activated
- Head Restraints
 - Manually Adjustable
- Individual Tire Pressure Monitoring System (TPMS)
- LATCH (Lower Anchors and Tether Anchors for Children) on all Second Row Seating Positions and Third Row Outboard Side Seating Positions
- Mirrors, Sideview-Manual-Folding, Power and Heated Glass, Security Approach Lamps, Integrated Blind Spot Mirrors and Molded-in Color Black Caps
- MyKey
- Perimeter Alarm (includes Passive Anti-Theft System (PATS))
- Personal Safety System 1
- Rear View Camera with Backup Assist Grid Lines and Washer
- Rear window Defroster and Washer
- Safety Belts-Front Row-Belt-Minder (Front Safety Belt Reminder)
 - Front Row-Adjustable Height

- Second and Third Rows-
Outboard and Center Seat
Shoulder
- SecuriLock Passive Anti-Theft System (PATS)
- SOS Post-Crash Alert System
- Trailer Sway Control Personal Safety System for driver and front passenger includes dual-stage front airbags, safety belt pretensioners, safety belt energy-management retractors, safety belt usage sensors, driver's seat position sensor, crash severity sensor, restraint control module and Front-Passenger
- 6 Speakers--Speed
Compensated Volume Auto
Stop-Start Technology
- Axle-Refer to the Axle Availability Table
- Electric Power-Assisted Steering (EPAS)
- Front and Rear Independent Suspension
- Instrument Panel Cluster
 - 2.3" Productivity Screen (100A 4x2 only, SSV 102A 4x2/4x4)
 - 4.2" Productivity Screen (100A 4x4 only, 101A 4x2/4x4)
 - Analog Display
 - Message Center
 - Outside Temperature Display
 - Trip Computer

DRIVER ASSIST TECHNOLOGY

- Headlamps
 - Headlamps-Autolamp (Automatic On/Off)
 - Hill Start Assist
- SYNC
 - Enhanced Voice Recognition Communications and Entertainment System
 - 911 Assist-- 4.2" LCD Screen in Center Stack
 - AppLink--Smart-Charging Multimedia USB Ports in Media Hub
 - Two (2) FUNCTIONAL
- Audio
 - AM/FM Stereo/Single CD Player
 - MP3 Capable

- Keyless-Entry
 - Fob with Push-Button Start-2 (100A, 101A)—Integrated Key Transmitter -2 (SSV 102A)
 - SecuriCode Keyless-Entry Keypad
- Trailer Tow - Class IV Trailer Hitch (Trailer Tow Connector, 4-pin/7-pin wiring, Class IV trailer hitch receiver)

4WD EXPEDITION INCLUDES

- Hill Descent Control
- Intelligent 4WD
- One-Speed Transfer Case
- Terrain Management System (Not available on SSV 102A)
- Tow Hooks



Kunes Country Ford of Antioch

SPC Contract Winner

2019 Ford Expedition XL 4 Door

Call Don Winslow (847) 838-7511

dwinslow@kunescountry.com

Standard Package: 37,583.00

Warranty: 3-Year 36,000-mile Limited Bumper to Bumper/ 5-year 60,000-mile Powertrain

Standard Equipment

Mechanic

- Engine- 3.5L Eco Boost V6
- Four-Wheel Disc Brakes with Anti-Lock Brake System (ABS)
- 10-speed Automatic Transmission with Select Shift Capability

Exterior

- Acoustic-Laminate Windshield
- Bumpers-Body Color
- Configurable Daytime Running Lamps (DRL)
- Door Handles-Body Color
- Easy Fuel Cap Less Fuel Filler
- Exhaust-Single
- Fascia-Painted Body Color
- Fog Lamps-Halogen
- Grille, Five Bar-Chrome Outer/Molded-In-Color Black Inner
- Liftgate with Lift glass-Manuel
- Privacy Glass-Second Row, Third Row and Liftgate
- Roof-Rack Side Rails-Black

- Running Boards, Platform-Black (Standard 100 A and 101A; Optional with SSV 102A)
- Tail lamps-Incandescent
- Tires-265/70R17 All-Terrain (A/T) OWL
- Wheels-17' Sparkle Silver-Painted Aluminum
- Windshield Wipers-Intermittent Front and Rear

Interior/Comfort

- Auto-Dimming Rearview Mirror
- Cargo Bin
- Center Console-Armrest and Storage Bin with Lid
- Climate Control
 - Cabin Particulate Air Filter
 - Manual Single Zone
 - Rear Auxiliary Controls
- Coat Hooks (4)
 - Second Row (2), Third Row (2)
- Cruise Control
- Cupholders (15)

	Radio: am/fm stereo w/sync cd/mp3 player, speed-compensation volumn, includes enhanced voice recognition, 911 assist, 4.2" LCD display in center stack, applink and (1) smart charging USB port; column shifter; vinyl floor covering; vinyl 2 nd row seating		
✓	102A MAX Equipment (EL Series) SSV- Special Service Vehicle Same as Regular Length w/steel wheels		\$(2,593.00)
✓	Skid Plates		\$190.00
	Heavy-Duty Trailer Tow Package. Steel Wheels on Max Heavy-Duty Engine Radiator, 3.73 Electronic Limited-slip differential, Integrated Brake Controller, Two-Speed Automatic(4x4 only) w/neutral tow capable.	536	\$ 1,592.00
✓	Fleet Convenience Package Power Adjustable Pedals, Reverse Sensing System	50C	\$ 352.00
	Seats -- 40/20/40 Cloth Bench, Second Row(102A Only)	21B	\$104.00
	Seats -- 60/40 Power Fold- 3 rd row	87P	\$ 774.00
	Cargo Mat - Reversible	55R	\$ 37.00
✓	Floor Liners, Front and Second Rows	47B	\$ 114.00
✓	Running Boards, Platform - Black 102A	18B	\$ 385.00
	Front License Plate Bracket: standard in states requiring two licenses plates & Optional to all others	153	N/C
	Fleet Only Options		
	Daytime Running Lamps (non-Configurable) Note: Replaces the standard Configurable Daytime Running Lamps (DRL)	942	N/C
✓	Service Manual-CD		\$ 225.00
	Cold Weather Package		N/A
	Package Series XLT (Ext Length)		\$8,442.00
	Package Series XLT (regular length only)	200A	\$ 7,465.00
✓	6' Utility Spotlight		\$ 325.00
	CD ROM Service Manual or USB Drive		\$ 225.00
✓	Ignition Override		\$ 275.00
	Remote Start		\$ 466.00
✓	Splash Guards (Set of 2)		\$ 101.00
	4 Corner Strobes		\$ 780.00

Up this the Spotlight

Don't need →

Optional Equipment Packages & Other Options

Item/Description	Code	Price
<input type="checkbox"/> Expedition 4x2 XL	U1F	\$(2,168.00)
<input type="checkbox"/> Expedition 4x4 XL	U1G	N/C
<input type="checkbox"/> Expedition MAX 4x2 XL	K1F	\$ (616.00)
<input checked="" type="checkbox"/> Expedition MAX 4x4 XL	K1G	\$ 3,783.00
<input checked="" type="checkbox"/> 3.5L Eco Boost V6 Engine with Auto Start-Stop Technology	99T	STD
<input checked="" type="checkbox"/> 10-Speed Automatic Transmission with Select Shift Capability	44U	STD
<input type="checkbox"/> 101A Equipment Group Engine: 3.5L Ecoboost V6, includes auto start/stop technology; Transmission: 10 speed automatic w/ select shift; 3:31 axle ratio GVWR: TBD Tires: P265/70R17 AT OWL; 17" Sparkle silver-painted aluminum; cloth front bucket seats; 5 passenger seating; includes 6-way power driver seat w/manual recline and power lumbar and 2-way manual passenger seat; Radio: am/fm stereo cd/mp3 player, includes enhanced voice recognition, 911 assist, 4.2" LCD display in center stack, applink and (1) smart charging USB port; 3 rd row 60/40 Power fold slip seat; sirus satellite radio: Not available in ALaska or Hawaii, includes 6 month prepaid subscription.		\$ 1,180.00
<input type="checkbox"/> 102A Equipment Group Engine: 3.5L Ecoboost V6, includes auto start/stop technology; Transmission: 10 speed automatic w/ select shift; 3.73 Electronic Limited Slip Differential, Tires: P265/70R17 AT OWL; 17" Steel wheels; cloth front bucket seats; 5 passenger seating; includes 6-way power driver seat w/manual recline and power lumbar and 2-way manual passenger seat @nd row Vinyl;		\$(1,476.00)

<input type="checkbox"/>	FX 4 Off-road Package includes: wheels - 18" magnetic painted cast aluminum; electronic limited slip 2.373 axle ratio; premium off- road front and rear shocks; 2-speed automatic 4WD, includes neutral towing capable, heavy duty radiator, fuel tank under body protection, fx4 badging, skid plates, chrome plated running boards, 1 st and 2 nd row floor liners XLT ONLY	17F	\$ 1,769.00
<input type="checkbox"/>	Driver Assist Package	66D	N/A
<input type="checkbox"/>	Cargo Package (200A only) Advanced Cargo Management, Roof-Rail Crossbars(black)	96C	\$ 471.00
<input checked="" type="checkbox"/>	Delivery over 50 miles		\$ 100.00
<input checked="" type="checkbox"/>	New Municipal Plates and Title		\$ 105.00
<input type="checkbox"/>	Rust-Proofing		\$ 275.00
<input type="checkbox"/>	Under-Coating		\$ 275.00
<input type="checkbox"/>	Transfer Plates		\$120.00
<input type="checkbox"/>	EXTENDED WARRANTY:		
<input type="checkbox"/>	3 YR/100,000 MI Powertrain		\$ 900.00
<input type="checkbox"/>	5 YR/60,000 MI Base Care		\$ 750.00
<input type="checkbox"/>	7 YR/75,000 MI Powertrain		\$ 1,320.00
<input type="checkbox"/>	7 YR/75,000 MI Premium Care		\$ 1,540.00
<input type="checkbox"/>	7 YR/100,000 MI Premium Care		\$ 1,715.00
<input type="checkbox"/>	6 YR/100,000 MI Premium Care		\$ 1,575.00

COLORS:		
Stone Gray	<input type="checkbox"/>	
Blue	<input type="checkbox"/>	
Shadow Black	<input checked="" type="checkbox"/>	
White Gold	<input type="checkbox"/>	
Magnetic Gray	<input type="checkbox"/>	
Race Red	<input type="checkbox"/>	102A ONLY
Ingot Silver	<input type="checkbox"/>	
Oxford White	<input type="checkbox"/>	



2019 Ford Expedition 4x4 regular length	40652
102A special service package includes the following	
-17" steel wheels	
-265/70R17 all terrain tires	
-3.73 Electronic limited slip axle	
-Column shifter	
-Vinyl floor covering	
-Vinyl second row seats	
-Skid plates	
-Third row seat delete	
Reverse sensing system.....	103
Daytime running lights.....	N/C
Vinyl all weather floor liners 1 st & 2 nd row.....	131
Ignition Override.....	275
Remote start	499
Splash Guards set of 4.....	210
Delivery	N/C
Municipal license & title.....	128
TOTAL	\$41998

Please call me with any questions

Bill Wackerlin
Commercial Sales
630-584-1800

2525 East Main Street, St. Charles, IL 60174 • 630-584-1800

www.hawkfordstcharles.com

2019 EXPEDITION "XL & XL MAX" SERIES (FLEET ONLY)

STANDARD EQUIPMENT

The following equipment is standard on XL and XL MAX Expeditions

MECHANICAL

- Engine – 3.5L EcoBoost® V6
- Four-Wheel Disc Brakes with Anti-Lock Brake System (ABS)
- Transmission – 10-Speed Automatic Transmission with SelectShift® Capability

EXTERIOR

- Acoustic-Laminate Windshield
- Bumpers – Body Color
- Configurable Daytime Running Lamps (DRL)
- Door Handles – Body Color
- Easy Fuel® Capless Fuel Filler
- Exhaust – Single
- Fascia – Painted Body Color
- Fog Lamps – Halogen
- Grille, Five-Bar – Chrome Outer / Molded-In-Color Black Inner
- Liftgate with Liftglass – Manual
- Privacy Glass – Second Row, Third Row and Liftgate
- Roof-Rack Side Rails – Black
- Running Boards, Platform – Black (Standard 100A and 101A; Optional with SSV 102A)
- Tailgate Appliqué – Chrome
- Taillamps – Incandescent
- Tires
 - 275/65R18 All-Season (A/S) BSW (4x2)
 - 275/65R18 All-Terrain (A/T) OWL (4x4)
- Wheels – 18" Machined-Face Aluminum with Magnetic-Painted Pockets
- Windshield Wipers – Intermittent Front and Rear

INTERIOR/COMFORT

- Auto-Dimming Rearview Mirror
- Cargo Bin
- Center Console – Armrest and Storage Bin with Lid
- Climate Control
 - Cabin Particulate Air Filter
 - Manual Single Zone
 - Rear Auxiliary Controls
- Coat Hooks (4) – Second Row (2), Third Row (2)
- Cruise Control
- Cupholders (15) – Front Row, six (6), Second Row, six (6), Third Row, three (3)
- Fixed Foot Pedals
- Floor Mats, Color-Keyed Carpet – Front and Second Rows (100A, 101A)
- Grab Handles – Front Row, Second Row Pillar and Headliner Mounted
- Lighting
 - Front Overhead Console Mounted Map Lights
 - Illuminated Entry System with Courtesy Lamp Delay
 - Rear Cargo Area Light
 - Second and Third Row Dome Lights
- Overhead Console with Sunglass Storage and Conversation Mirror
- Powerpoints (12V) – four (4)
 - Front row; one (1) in center stack, one (1) in front center console
 - Second row; one (1) in rear section of center console
 - Rear Cargo Area; one (1)
- Rear Cargo Area – Cargo Management System
- Seats
 - Five (5) – Passenger
 - Front Row Bucket
 - Front and Second Rows – Cloth (Note: Available only on 100A & 101A. SSV 102A First Row Cloth, Second Row Vinyl)
 - 8-way Power Driver's Seat (Includes Power Lumbar and Manual Recline)
 - 2-way Manual Front Passenger
 - Second Row – 40/20/40 CenterSlide® with Manual Recline

INTERIOR/COMFORT (continued)

- Shifter
 - Rotary Gear Shift Dial, Center Console Mounted (100A, 101A)
 - Steering Column Mounted (SSV 102A)
- Sliding Sun Visors with Illuminated Vanity Mirrors (Driver and Passenger)
- Steering Column
 - Manual Tilt/Telescoping (100A, 101A)
 - Manual Tilt (SSV 102A)
- Steering Wheel – Leather-Wrapped
- Storage
 - Bins, Third Row
 - Glove Box
- Windows, Power – Front One-Touch Up/Down Feature

SAFETY/SECURITY

- AdvanceTrac® w/RSC® (Roll Stability Control™)
- Airbags
 - First Row: Driver and Passenger Dual Stage and Front-Seat Mounted Side-Impact
 - All Rows: Safety Canopy® Side-Curtain with Rollover Sensor

Note: The Inflation Rear Safety Belts (Second Row Outboard Seating Positions) feature is optional on Limited and standard on Platinum
- Cargo Net
- Cargo Protector¹
- Center High-Mounted Stop Lamp (CHMSL)
- Door Locks
 - Power
 - Autolock/Autounlock
 - Child-Safety Rear
- Electronic Stability Control
- Headlamps
 - Halogen
 - Wiper Activated
- Head Restraints – Manually Adjustable
- Individual Tire Pressure Monitoring System (TPMS)
- LATCH (Lower Anchors and Tether Anchors for Children) on all Second Row and Third Row Outboard Side Seating Positions
- Mirrors, Sideview – Manual-Folding, Power and Heated Glass, Security Approach Lamps, Integrated Blind Spot Mirrors and Molded-in Color Black Caps
- MyKey®
- Perimeter Alarm (Includes Passive Anti Theft System (PATS))
- Personal Safety System™²
- Rear View Camera with Backup Assist Grid Lines and Washer
- Rear Window Defroster and Washer
- Safety Belts
 - Front Row – Belt-Minder® (Front Safety Belt Reminder)
 - Front Row – Adjustable Height
 - Second and Third Rows – Outboard and Center Seat Shoulder
- SecurILock® Passive Anti-Theft System (PATS)
- SOS Post-Crash Alert System™
- Trailer Sway Control

¹ The Cargo Protector prevents small items from rolling out of the cargo area when the vehicle is parked at an incline angle.

² Personal Safety System™ for driver and front passenger includes dual-stage front airbags, safety belt pretensioners, safety belt energy-management retractors, safety belt usage sensors, driver's seat position sensor, crash severity sensor, restraint control module and Front-Passenger Sensing System.

**2019 EXPEDITION "XL & XL MAX" SERIES (FLEET ONLY)
STANDARD EQUIPMENT**

DRIVER ASSIST TECHNOLOGY

- Headlamps
 - Headlamps -- Autolamp (Automatic On/Off)
 - Hill Start Assist
- SYNC®
 - Enhanced Voice Recognition Communications and Entertainment System
 - 911 Assist®
 - 4.2" LCD Screen In Center Stack
 - AppLink®
 - Smart-Charging Multimedia USB Port In Media Hub – One (1)

FUNCTIONAL

- Audio¹
 - AM/FM Stereo
 - MP3 Capable
 - Six (6) Speakers
 - Speed-Compensated Volume

FUNCTIONAL (continued)

- Auto Stop-Start Technology
- Axle – Refer to the Axle Availability Table
- Electric Power-Assisted Steering (EPAS)
- Front and Rear Independent Suspension
- Instrument Panel Cluster
 - 2.3" Productivity Screen (100A 4x2 only, SSV 102A 4x2/4x4)
 - 4.2" Productivity Screen (100A 4x4 only, 101A 4x2/4x4)
 - Analog Display
 - Message Center
 - Outside Temperature Display
 - Trip Computer
- Keyless-Entry
 - Fob with Push-Button Start – Two (2) (100A, 101A)
 - Integrated Key Transmitter – Two (2) (SSV 102A)
 - SecurCode™ Keyless-Entry Keypad
- Trailer Tow – Class IV Trailer Hitch (Trailer Tow Connector, 4-pin/7-pin wiring, Class IV trailer hitch receiver)

4WD EXPEDITION INCLUDES

- Hill Descent Control™
- Intelligent 4WD
- One-Speed Transfer Case
- Terrain Management System™ (Not available on SSV 102A)
- Tow Hooks

¹ Standard on Equipment Groups 100A and 102A



AGENDA ITEM EXECUTIVE SUMMARY

Agenda Item number: *6.o

Title:

Recommendation to Award the Bid for Five Year Landscape Maintenance Contract

Presenter:

AJ Reineking

Meeting: Government Services Committee

Date: April 22, 2019

Proposed Cost: \$39,027 (annual)

Budgeted Amount: \$40,000

Not Budgeted:

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

The Public Works Department recently solicited bids for a five-year contract for the maintenance of the City's landscape beds and planters. The work includes the maintenance of 35 individual landscaped and planter areas including City buildings, parking lots, rights-of-way, medians, and planter pots from April through October each year. The work will consist of the following:

- Spring cleanup (April)
- Garbage/litter pickup
- Pruning & dead-heading
- Planter bed edge maintenance
- Supplemental planting
- Weed removal
- Mulch turning/raking
- Mulch placement
- Fall cleanup (October)

The bid was publicly posted and advertised and directly sent to eight qualified firms. The City received two responses with Pedersen Co. of St. Charles, IL being the lowest responsive, responsible bidder. Pedersen has performed landscape and forestry work for the City in the past and has generally met the City's expectations.

Attachments *(please list):*

* Bid Tabulation * Bid Specification * Pedersen Co. Bid

Recommendation/Suggested Action *(briefly explain):*

Recommendation to award the five-year contract for landscape maintenance services to Pedersen Co. in the amount of \$39,027 per year.

City of St. Charles
 2019 Landscape & Bed Maintenance Bid
 Solicitation #1030

		Monthly Rate	Quantity	Annual Rate	Contract Term	Total Contract Price
Pedersen Co. St. Charles, IL	Bi-Monthly Areas (21)	\$ 3,995.62	7	\$ 27,969.34	5	\$ 139,846.70
	Monthly Areas (14)	\$ 1,579.66	7	\$ 11,057.62	5	\$ 55,288.10
	Total	\$ 5,575.28	7	\$ 39,026.96	5	\$ 195,134.80

		Monthly Rate	Quantity	Annual Rate	Contract Term	Total Contract Price
Cornerstone Partners St. Charles, IL	Bi-Monthly Areas (21)	\$ 5,665.50	7	\$ 39,658.50	5	\$ 198,292.50
	Monthly Areas (14)	\$ 1,937.50	7	\$ 13,562.50	5	\$ 67,812.50
	Total	\$ 7,603.00	7	\$ 53,221.00	5	\$ 266,105.00

Landscape & Bed Maintenance Services

SERVICES SUMMARY

The City of St. Charles is seeking proposals and statements of qualifications from interested companies for landscape and bed maintenance services in accordance with the attached specifications.

INTENT

As a matter of good public policy, the City of St. Charles Public Works Department provides Landscape and bed maintenance services to the community. These services act in accordance with the City's mission of providing well maintained and manicured landscape areas and planting beds. As a result, the community will enjoy the benefits of neatly kept landscape areas and downtown beautification efforts. The exact amount of services contracted will be based on proposal costs received and budgeted. Landscape and bed maintenance services will be throughout the City of St. Charles within the city limits.

SCOPE OF WORK

Work will include but not be limited to the bi-weekly and monthly maintenance of City landscape areas including, City buildings, parking lots, ROW's, planting beds, and individual planter pots. Contractor work may also entail the design, site preparation, installation and post planting care (mulching/watering) of a variety of plant material and floral arrangements displayed in planting beds, large concrete planters, and hanging baskets within the city limits. Such enhancements may occur at city owned properties including; City of St. Charles Municipal Center, Public Works Complex, parking garages, parking lots, City ROW's, and City street medians.

The contractor shall be responsible for all services required herein to be performed, and shall provide and furnish all labor, materials, necessary tools, expendable equipment and supplies, vehicles and transportation services required to perform and complete the landscape services in defined areas within the corporate limits of the City of St. Charles for the duration of the contract.

Such services shall be performed within the corporate limits of St. Charles and any territory hereinafter annexed thereto, all in strict accordance with the contract. The contractor is responsible for any and all damage to any properties, which are a result of contractor's actions. The contractor shall repair or replace any and all property damaged due to contractor's work. All work shall be performed by experienced personnel directly employed by the contractor.

The contractor shall provide management and technical supervision through competent supervisors as required to implement the required contract. The contractor shall be responsible for the skills, methods, and actions of the contractor's employees and for all work. The contractor shall employ a sufficient number of staff to ensure performance of the work described.

CONTRACT PERIOD

The agreement covers a period of five (5) years, beginning on May 1, 2019 and extending to April 30, 2024. The City shall have the option to cancel and void the agreement at any time during the contract period based on a thirty (30) day notice provided. Such cancellation of the contract may occur if the contractor fails to comply with contract language and or fails to meet City work and production standards.

DISPOSAL OF MATERIAL

The contractor shall legally dispose of all waste material generated through Landscape Maintenance services operations on City Property as directed by the City.

DOCUMENTATION

The contractor shall keep accurate records concerning all of his/her employees or agents and provide the city with names and telephone numbers of employees to contact in an emergency. The contractor shall complete a summary report indicating work performed; including maintained and or new plantings. These reports shall be submitted to the City Public Services Manager or designee. This report should also contain a description of work performed, including man-hours, equipment, and any additional work, which the contractor deems to be beyond the scope of the contract. Payment for this work will not be authorized unless the additional work and the costs thereof are first approved by the city.

STANDARD OF PERFORMANCE/ WORKMANSHIP

The Public Services Manager shall be the sole judge as to the adequacy of the work. It is the intent to call for the highest level of quality in landscape services. All landscape services shall be performed by a person(s) with at least one (1) year of relevant experience, and directly employed and supervised by the contractor. Such contractor shall have at least five (5) years of relevant experience in landscape services. The contractor shall have adequate equipment and employ adequate staff to accomplish the work specified. All work shall be performed with the utmost concern for safety of both the workers and the public. The contractor shall submit project references with contact persons and a telephone number where said person(s) may be contacted. Relevant experience shall include, but not be limited to, having performed similar landscape services to those required by the City of St Charles. Each employee of the contractor shall wear a uniform that has been approved by the Public Services Manager, which clearly identifies the contractor's company and the employee. Such uniform shall be consistent for all workers and shall be worn at all times while performing work as per this contract documents. Said uniform shall be kept in a neat and orderly manner. Any vehicles regularly used by the contractor or those persons representing the contractor's company, shall be in proper working order and in a good state of repair, and shall clearly present the contractor's company name, address, and telephone number of local office. The contractor shall perform work herein provided for under the direction of, and to the satisfaction of, the Public Services Manager. If any work does not meet the standards specified, the contractor will be responsible for correcting such deficiencies as directed by the Public Services Manager at no additional cost to the city.

SUBMITTALS AND INSPECTIONS

The Public Services Manager will conduct regular inspections of the contractor's work. The Public Services Manager may meet with the contractor to evaluate the contractor's services. During such meetings, the contractor's past billings may be reviewed for compliance with the contract. The Public Services Manager shall furnish the contractor a work schedule or maps showing the proposed locations, and approximate dates and times for the work to be performed. Should the contractor wish to later modify this schedule, a written request must be submitted to and approved by the Public Services Manager prior to the revised work and or schedule becoming effective.

LANE CLOSURES AND TRAFFIC CONTROL

Any contemplated lane closures must have prior approval by the city. Should the contractor desire to close a traveled lane of any roadway to accomplish the work on this contract, such lane closure shall be reviewed and approved by the city before proceeding. Proper warning signs, barricades, and other protective devices must be on hand and used by the contractor before work may commence. These shall be in accordance with the Manual of Uniform Control Devices. If the street is not properly barricaded and proper signs installed when performing work, the city will stop work until the proper signage is in place.

VEHICLES AND EQUIPMENT

The contractor shall furnish a complete list of vehicles and equipment to be used in servicing the contract as required by the city. The city reserves the right to request descriptive literature or specification sheets for each type of vehicle or equipment listed as it deems necessary to properly administer specifications of the contract. Upon request of the city, the contractor shall demonstrate the equipment is suitable for the proposed services. The contractor shall notify the city if there is any change in the number of vehicles or equipment being used. All vehicles and equipment shall be maintained in good working order and appearance, free of rust, and shall be clean at the start of each working day. No vehicle or equipment shall be operated on St. Charles a street that leaks any fluids from the engine or working mechanism. In the event that any vehicle or equipment is not properly operable, a substitute vehicle shall immediately be provided that complies with the terms herein. All vehicles shall display the name of the contractor, a local phone number, and a vehicle identification number that is clearly visible on both sides.

NON-ASSIGNMENT

The contractor shall not assign or subcontract this contract or the work hereunder, or any part thereof, to any other person, firm or corporation without prior written consent of the city.

SAFETY, ACCIDENT PREVENTION AND NOTIFICATION

The contractor shall be responsible for initiation, maintaining, and supervising all safety precautions and programs in connection with the work of this contract. Precaution shall be exercised at all times for the protection of persons and property. The safety provisions of all applicable laws, regulations and building codes shall be observed, including safeguards on machinery and equipment, the elimination of hazards, and worker safety training. In the event of accidents of any kind that involve the general public and/or private or public property in St. Charles, the contractor shall immediately notify the Public Services Manager. Upon request of St. Charles, the contractor shall provide such accounting of details and/or copy of written accident reports as St. Charles may require.

EMPLOYEES AND CONDUCT

The contractor shall undertake to perform all landscape services rendered hereunder in a neat, orderly and efficient manner; to use care and diligence in the performance of this contract; and to provide courteous and knowledgeable personnel in its customer service office. The contractor shall prohibit any consumption of alcoholic beverages or use of any controlled substances, except by a doctor's prescription, by its drivers and crewmembers while on duty, or in the course of performing their duties under this contract. In the event that any of the contractor's employees is deemed by the city to be unfit or unsuitable to perform the services under this contract as a result of intoxication, drug use or by virtue of abusive or obnoxious behavior, the, upon formal written request of the city, the contractor shall remove such employee from work within St. Charles and furnish a suitable and competent

replacement employee. The contractor's crewmembers shall be attired at all times in a neat and professional manner. St. Charles has the right to require or define what shall be considered suitable work clothes for the contractor's employees. The contractor's drivers and crewmembers shall be attired at all times in a neat and professional manner. St. Charles has the right to require or define what shall be considered suitable work clothes for collection employees. All vehicle operators shall carry valid Illinois state driver's licenses for the class vehicle operated. Vehicle operators shall obey all traffic regulations, including weight and speed limits.

NON-PERFORMANCE OF SERVICE

If the contractor fails to observe the established schedule of service for more than two (2) consecutive working days, the city reserves the right to determine if there has been sufficient cause to justify non-observance of the service schedule. If, in the city's judgment, sufficient cause has not been demonstrated, then the city shall service notice either personally or by affixing such notice to the premises of the servicing location of the contractor stating that this contract shall be deemed in default if the contractor does not take action to re-establish the schedule within twenty-four (24) hours of said notice. If at the end of the twenty-four (24) hour period the contractor has not taken corrective action, the city shall take such steps as are necessary to furnish services according to the collection requirements provided for in this contract. The contractor shall be liable for any costs incurred by the city to correct such default. Notwithstanding or foregoing, the city shall further reserve the right to terminate this contract.

SERVICE LOCATIONS AND POINTS OF CONTACT

The contractor shall establish and maintain an office through which it may be contacted directly, where city personnel may telephone or send inquires and complaints, and where the city personnel may send and receive instruction. The office shall be equipped with sufficient telephones, and shall have a responsible person in charge during normal business hours. The contractor shall also notify the city of its designated contact person(s) for the purposes of obtaining instruction, answering inquires and resolving complaints. Such person(s) shall be available to discuss, and if necessary, meet with city personnel to resolve problems.

PREVAILING WAGES

Prevailing Wage **will not** be required for this contract.

SITE LOCATIONS & WORK SPECIFICATIONS. * INDICATES DOWNTOWN DISTRICT AREAS. (AREA MAPS ATTACHED WITH BID PACKET)

AREA ID	DESCRIPTION	MAINTENANCE FREQUENCY
1A *	City Hall South Checkerboard Lot	Bi-Weekly
1B *	City Hall North Lot	Bi-Weekly
2 *	Police Station Lot/Freedom Shrine	Bi-Weekly
3 *	Century Station (Fire Station 1)	Bi-Weekly
4 *	First Street Plaza/Smallcakes Beds	Bi-Weekly
5 *	First Street Raised Planters & Beds	Bi-Weekly
6 *	Sterling Bank Beds	Bi-Weekly
7 *	History Museum Property	Bi-Weekly
8 *	East Side Parking Deck Complex	Bi-Weekly
9 *	Illinois Avenue/Riverside Avenue City Lot B	Bi-Weekly
10 *	Route 64/Second Avenue City Lot K	Bi-Weekly
11 *	Cedar Avenue/Third Avenue City Lot N	Bi-Weekly
12	Madison Avenue Islands	Bi-Weekly
13 *	Walnut Street/Third Street City Lot R	Bi-Weekly
14 *	Route 31/Cedar Street/State Street City Lot G	Bi-Weekly
15 *	Route 31/State Street Wind Emotions City Lot H	Bi-Weekly
16 *	Cedar Street/Third Street Old VFW City Lot O	Bi-Weekly
17	Riverside Avenue/Prairie Street Bridge Beds	Bi-Weekly
18	City Public Works Complex Beds	Bi-Weekly
19	City Public Works Complex four (4) Entrance Pillar Beds	Bi-Weekly
20	City Public Works Complex Jones Law Office Beds	Bi-Weekly
21	Riverside Avenue/Division Street Monument Bed	Monthly
22	South Route 31/Roosevelt Street Monument Bed	Monthly
23	North Route 31 Gateway Monument Bed	Monthly
24	Randall Road Medians (2)	Monthly
25	Westside Treatment Plant	Monthly
26	Fire Station III	Monthly
27	Fire Station II	Monthly
28	16 th Street Island	Monthly
29	Route 31/Abbeywood Drive West Median	Monthly
30	Fox Chase Boulevard Entrance Median	Monthly
31	Route 64/Thompson Middle School Bed	Monthly
32	Walnut Street/Fourth Street City Lot Q	Monthly
33	South Third Street/Gray Street Monument Bed	Monthly
34	Tyler Road West Fence Line Bed	Monthly

****Identifies area in the downtown business district***

DETAILED SPECIFICATIONS

For the duration of the contract, beginning May 1, 2019 and ending April 30, 2024, the contractor shall meet the desired maintenance and aesthetic results for each landscape area set forth by the Public Services Division Manager. As listed in the above table, each site will require maintenance on a bi-weekly or monthly basis. **Bi-weekly site visits will be completed on the first and third week of each month. Monthly site visits will be completed during the fourth week of each month. All downtown district landscape areas shall receive maintenance on the Wednesday, Thursday, and Friday of each cycle.**

The contractor shall begin each maintenance season the first week in April with a “spring” clean-up of each site. Regular maintenance activities shall also begin the first week in April and will end the second or third week of November (weather dependent) with a final “fall” clean-up of each site.

SPRING CLEAN-UP (FIRST WEEK OF APRIL)

During the First week of April in each contract year, the contractor shall perform a thorough “spring” clean-up of each landscape area. The spring clean-up will require the contractor to remove all leaf material, garbage, litter, loose plant and or woody material, and other debris from each site. Each site will require the necessary landscape equipment and tools to properly remove undesired materials and objects from the overall site, including planting beds, shrubs, trees, fence lines, and hardscapes. Planting beds shall be efficiently raked out without causing damage and or harm to live plant material. City parking lot areas shall be clean and free of any material and debris. All removed landscape materials and debris from each site shall be disposed of by the contractor. Please note, weather dependent, contractor may be asked to perform spring clean-up duties in March if weather permits.

FALL CLEAN-UP (LAST WEEK OF OCTOBER)

During the final week of October in each contract year, the contractor shall perform a thorough “Fall/Winter” clean-up of each landscape area. The fall clean-up shall consist of same work performed during the spring clean-up, however may entail the winterization of certain plant material. This will be discussed each contract year with the Public Services Division Manager.

APRIL 1 – OCTOBER 31 OF EACH CONTRACT YEAR

In the month of April, the contractor shall initiate regular scheduled maintenance of all thirty-four (34) sites.

Regular site maintenance shall include the following:

- A. The removal and disposal of all weed material within in the specific site, including, raised planters, landscape beds, hardscape areas (along city buildings, parking lot pavement, sidewalks, brick paths, and curb lines). Contractor shall weed entire site by hand or by mechanical weeding methods that remove the roots.
- B. Dead, dying, diseased, and or invasive plant material shall be identified, dead-headed, and or removed. At the discretion of the Public Services Division Manager, the use of contact herbicides may be utilized to control and or mitigate noxious and other invasive plant species. Also the application of pre-emergent perennial fertilizers may be applied at the beginning of each season.

- C. Any sites that have groundcovers shall be trimmed so they meet but do not grow over walkways or outside of any landscape beds.
- D. Ornamental grasses at each area shall be neatly cut down to ground level the first week in April, and shall be again cut flush with grade during the final "fall" clean-up week in November.
- E. Knockout Roses shall be properly and carefully pruned and dead-headed in early spring. Pruning shall be done to promote new growth and properly shape plant. Contractor shall prune roses in April Cycle. Contractor may be asked to provide "winter" plant protection (mulch) around roses in November.
- F. New mulch (provided by City) shall be applied 3-4" thick to all thirty-four (34) areas during April/May scheduled maintenance cycles, unless otherwise directed by the Public Services Division Manager. Following the initial mulching, all areas shall have their mulch turned and freshened an additional two (2) times that year. Mulch in each area shall be turned the fourth week in June (prior to 4th of July Holiday) and the fourth week in August. (prior to Labor Day weekend)

In the third & fourth week in April, the contractor and Public Services Division Manager will collaborate and identify dead, dying, and diseased plants and shrubs at each area. Once a total number of replacement plant and shrub materials are determined the Public Services Division Manager will coordinate the purchase of new plant and shrub material. Once all needed materials are acquired for the season, the contractor shall be responsible for the proper installation, initial watering, and mulching. The contractor shall successfully have all new plant/shrub material installed by no later than the Friday before Memorial Day Weekend of each contract year. (Friday, May 24, 2019)

New plant/shrub installation procedures shall include the following guidelines:

- A. Mechanically or manually augment existing bed soil to an approximate 4-6" depth. Add fresh soil if bed levels need to be raised to match existing raised planter bed concrete borders. All raised planter bed soil shall be at a level that is even or slightly (1") below the concrete border of the bed.
- B. If fresh soil is required in a raised planter, the contractor shall up-root existing plant material, raise bed soil levels to correct height, then, evenly and aesthetically re-establish all existing plants.
- C. Install plant(s) at proper depth, exposing root flare at surface or slightly above to promote positive root development.
- D. Install plant(s) in a consistent, symbiotic pattern which supports proper horticultural planting practices and is aesthetically pleasing.
- E. Remove and dispose of any applicable container(s) off site.
- F. Pinch/prune any faded blossoms.
- G. Install City-owned hardwood mulch at approximately 2-3" depth surrounding plant.
- H. Complete initial deep watering; Supplemental watering may be completed at discretion of Public Services Division Manager.



Response Cover Page

This is page #1 of your response.

LANDSCAPE MAINTENANCE SERVICES #1030

Based on
Addendum # 1

Please do not submit punched or perforated pages, nor bind your proposal in anything other than paperclips.

Proposal Prepared By:		Contacts:	
Firm Name	Paul F. Pedersen Co.	Operations	
DBA	Pedersen Company	Contact Name	Bob Bols
Address	6N543 IL RT 25	Contact Phone #	815-501-7240
		Contact E-mail	bobb@pedersencompany.com
City, St, Zip	St. Charles, IL 60174	Sales	
Signature		Contact Name	John Polly
Print Name	Brittany Pedersen	Contact Phone #	847-488-0303
Position	President	Contact E-Mail	John.p@pedersencompany.com
Phone #	847-488-0303	Billing	
Fax #	847-488-0966	Contact Name	Mollie Tucker
E-mail Address	molliem@pedersencompany.com	Contact Phone #	847-488-0303
		Contact E-Mail	molliem@pedersencompany.com

This business Firm is (check one) An Individual A Partnership A Corporation An LLC

Exceptions: (check one)

This proposal meets and accepts all Requirements, Specifications, Terms and Conditions and Contract Language.

We hereby take the following Exceptions to the Requirements, Specifications, Terms and Conditions and Contract Language (reference section name and identifying reference):



Signature Page

This is page #2 of your response.

LANDSCAPE MAINTENANCE SERVICES #1030

Based on
Addendum # _____

The undersigned proposes and agrees, after having examined the requirements and specifications, to irrevocably offer to furnish the services in compliance to all terms, conditions, specifications and applicable addenda. I (we) hereby certify and affirm that being first duly sworn an oath, deposes and states that all statements made herein are made on behalf of the Offeror, that this despondent is authorized to make them and the statements contained herein are true and correct.

If an Individual

By: _____
Signature

Title

If a Partnership

By: _____
Signature

Title

By: _____
Partner

If a Corporation

By: _____
Signature of person authorized to sign

President

Title

ATTEST _____
C. Filij

If a Joint Venture

By: _____
Signature

Title

By: _____
Signature

Title

DATE 3/6/19

Attach seal here.



Response Price Proposal Page

This is page #3 of your response.

LANDSCAPE MAINTENANCE SERVICES #1030

Based on
Addendum # _____

I (we) propose to furnish all services as specified in the attached solicitation documents at the below price. No additional charges over said pricing will be accepted by the city without an authorized change order and written approval by the Purchasing Division Manager confirmed via purchase order amendment.

	A	B	C	D	E
Item	Price per Month	Quantity per Year	Total Annual Contract (AxB)	Contract Term	Total Contract Price (Cx D)
Bi-Monthly Areas (21 Locations)	\$3,995.62	7	\$27,969.34	5	\$139,846.70
Monthly Areas (14 Locations)	\$1,579.66	7	\$11,057.62	5	\$55,288.10
TOTAL	\$5,575.28	7	\$39,026.96	5	\$195,134.80

Price per Square Foot of Additional Monthly Landscape Maintenance: \$.05

Please confirm that all fees, inclusive of but not limited to: freight, delivery, fuel sur-charge, permits, and labor; ... are included within the above prices. Yes No

We will accept payment via City of St. Charles credit card. Yes No

We will allow a discount of — % if payment is received within — days of invoice.



Certification of Compliance

This is page #4 of your response.

- (A) The undersigned certifies that, pursuant to the **Equal Opportunity Employer** provisions of Section 2000(e) of Chapter 21, Title 42 of the United States Code and Federal Executive Order No. 11246 as amended by Executive Order No. 11375, the bidder is compliant with all Equal Employment Opportunity Commission ("EEOC") requirements.
- (B) The undersigned certifies that, pursuant to the **Illinois Human Rights Act** provisions of Section 775 ILCS 5/2-105, the bidder complies with and certifies that it is in compliance with all equal employment practice requirements contained therein, and that it has adopted a written sexual harassment policy that meets the minimum requirements.
- (C) The undersigned certifies that, pursuant to the **State of Illinois Law** provisions of Section 720 ILCS 5/33E prohibiting Bid-rigging or Bid-rotating, the bidder is not barred from bidding on this project, or entering into a contract for this project.
- (D) The undersigned certifies that, pursuant to the **Illinois Department of Revenue Tax Laws** provisions of Section 65 ILCS 5/11-42.1-1, the bidder is not barred from doing business with any unit of local government in the State of Illinois as a result of a delinquency in payment of any taxes unless the bidder is contesting, in accordance with the procedures established by the appropriate statute, its liability for the tax or the amount of the tax.
- (E) The undersigned certifies that, pursuant to the **Illinois Drug Free Workplace Act** provisions of Section 30 ILCS 580/3, the bidder deposes states and certifies that it will provide a drug free workplace, inclusive of all satellite locations as well as the City of St. Charles sites.
- (F) The undersigned certifies that, pursuant to the **Illinois Prevailing Wage Act** provisions of Section 820 ILCS 130/0.01 et seq, the bidder, when required, is in compliance with all requirements of, including provisions as to wages, medical and hospitalization insurance and retirement benefits for those trades covered in the Act. Pursuant to **Illinois Public Act** provisions of Section 94-0515 and all provisions of the **Employee Classification Act**, provisions of Section 820 ILCS 185/1 et seq., said bidder agrees to submit certified payroll records as required.
- (G) The undersigned certifies that, pursuant to the **Employment of Illinois Workers on Public Works Act** provisions of Section 30 ILCS 570/0.01, et seq., the bidder is in compliance with all requirements. Furthermore, the bidder certifies that it will demonstrate a good faith effort toward providing equal employment opportunities for City of St. Charles residents to work as crafts persons, consistent with the racial, ethnic, and gender demographics of the City's labor force.
- (H) The undersigned certifies that, pursuant to the **National Security/USA Patriot Act** as defined in Presidential Executive Order 13224, the bidder and all affiliated parties, are not working for or with, nor acting on behalf of, a Specially Designated National and Blocked Person.
- (I) The undersigned certifies that they have not colluded with or participated in any **unethical practices** with any person, firm or employee of the City of St Charles which would in any way be construed as an unethical business practice.

Check One:

There are no conflicts of interest and in the event that a conflict of interest is identified anytime during the duration of this award, or reasonable time thereafter, you, your firm or your firm's ownership, management or staff will immediately notify the City of St. Charles in writing.

There is an affiliation or business relationship between you, your management or staff, your firm or your firm's ownership, and an employee, officer or elected official of the City of St. Charles who makes recommendations to the City of St. Charles with respect to expenditures of money, employment, and elected or appointed positions. Provide on a separate letter included with your response any and all affiliations or business relationships that might cause a conflict of interest or a ny potential conflict of interest. Include the name of each City of St Charles affiliate with whom you, your firm or your firm's ownership, management or staff has an affiliation or a business relationship.

Company Name Pederson Company Signature [Signature] Date 3/6/19
Certification of Compliance *This is page #4 of your response.*



Service Provider Response Requirements

This, and the attached answers, is page #5 of your response.

LANDSCAPE MAINTENANCE SERVICES #1030

Please provide the below information in the order requested, identifying each section number.

Experience and Capabilities

1. Experience as evidenced by a listing of references from similar projects in size and scope within the past five (5) years. Include contact information (name, title, e-mail address, and phone #) for the individual who oversaw the quality of the work and authorized payment. References within the greater Chicago area preferred.
2. Evidence of Financial Stability to fund this project and any and all continuing services this project may require throughout the standard life cycle: i.e. Annual Report; D&B Report, Credit Reference, Letter from Bank

Statement of Experience (not to exceed 3 pages)

3. How many years has your firm been in business under this name?
4. How many years has your firm been in business under: Any other name? Other ownership? Provide details.
5. What is the value of the firm's work: Completed in the past 12 months? Now under contract?

Work Specific Knowledge

6. Attach a list of the areas of work that will be performed by a sub-contractor or other firm.

Safety Risk

7. Certificate of Insurance
8. A brief explanation of the following:
 - a. A time your organization failed to complete a contract
 - b. Bankruptcy or reorganization
 - c. Judgment claims or law suits against the firm: Awarded and Pending within past five (5) years

PEDERSEN CO.



Landscape Contracting & Management

(847) 488-0303
Fax (847) 488-0966
www.pedersencompany.com

RESUME AND REFERENCES **Maintenance**

Metro Storage Addison

1951 W. Lake St, Addison, IL

Owner/Managing Company: Metro Storage
Contact: Mark Ladd
630-592-8343
metroad@metrostorage.com

Metro Storage Naperville

1756 N. Aurora Rd, Naperville, IL

Owner/Managing Company: Metro Storage
Contact: Gary Marshall
847-235-8966
gmarshall@metrostorage.com

Nest Student Housing (NEIU)

3659 W. Bryn Mawr Ave, Chicago, IL

Owner/Managing Company: American Campus
Contact: Joseph Rivers
773-539-1451 x107
jorivers@americancampus.com

2200 & 2201 Arthur Ave

2200 Arthur Ave, Elk Grove Village, IL

Owner/Managing Company: DCT O'Hare Logistics
Contact: Jennifer Zych
630-560-5000 x7619
jzych@dictindustrial.com

AJR

1200 Equity Dr., St. Charles, IL 60174

Owner/Managing Company: AJR Enterprises
Contact: John Duncan
630-246-3055
jduncan@ajrfiltration.com

7879 Lemont Rd

7879 Lemont Rd., Darien, IL

Owner/Managing Company: Colliers Internation
Contact: Michael Farb
847-698-8444
Michael.farb@colliers.com



Landscape Contracting & Management

(847) 488-0303
Fax (847) 488-0966
www.pedersencompany.com

Statement of Experience

Paul F. Pedersen Company dba Pedersen Company
6N543 IL RT 25
St. Charles, IL 60174

1. Paul F. Pedersen Company dba Pedersen Company has been in business since 1994.
2. Paul F. Pedersen Company dba Pedersen Company was incorporated 4/1/2004. Paul Pedersen has owned the company since 1994. In 2017 Brittany Pedersen became president, Janek Pedersen became Treasurer, and Paul Pedersen is still an owner and continues to run operations as well.
3. In 2018 Paul F. Pedersen Company dba Pedersen Company reached 4.5 million. We currently have 2 million in contract sales to date.



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
12/18/2018

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER RWC Insurance Group Ray Weidenaar & Co. 7239 W. Laraway Rd. Frankfort IL 60423-7767		CONTACT NAME: Erin Radecky PHONE (A/C, No, Ext): (815) 469-6585 E-MAIL ADDRESS: erin@rwc4ins.com FAX (A/C, No): (815) 469-6165															
INSURED Paul F Pedersen Inc dba Pedersen Company 6N543 Route 25 St. Charles IL 60174		INSURER(S) AFFORDING COVERAGE <table border="1"> <tr> <th>INSURER</th> <th>NAIC #</th> </tr> <tr> <td>INSURER A: Frankenmuth Insurance Co.</td> <td>13986</td> </tr> <tr> <td>INSURER B: The Travelers Companies, Inc. Group</td> <td>19046</td> </tr> <tr> <td>INSURER C: Arch Specialty Insurance</td> <td>21199</td> </tr> <tr> <td>INSURER D:</td> <td></td> </tr> <tr> <td>INSURER E:</td> <td></td> </tr> <tr> <td>INSURER F:</td> <td></td> </tr> </table>		INSURER	NAIC #	INSURER A: Frankenmuth Insurance Co.	13986	INSURER B: The Travelers Companies, Inc. Group	19046	INSURER C: Arch Specialty Insurance	21199	INSURER D:		INSURER E:		INSURER F:	
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INSURER D:																	
INSURER E:																	
INSURER F:																	

COVERAGES

CERTIFICATE NUMBER: #2 Updated WC 1/1/19

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input checked="" type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:			6600652	07/01/2018	07/01/2019	EACH OCCURRENCE	\$ 2,000,000
A	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY			6600651	07/01/2018	07/01/2019	COMBINED SINGLE LIMIT (Ea accident)	\$ 1,000,000
B	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> DED <input checked="" type="checkbox"/> RETENTION \$ 10,000			ZUP-21N74187-18	07/01/2018	07/01/2019	EACH OCCURRENCE	\$ 10,000,000
A	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N	N/A	6611940	01/01/2019	01/01/2020	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER	\$ 1,000,000
C	Inland Marine Professional Liability			SPL006147800	09/07/2018	09/07/2019	Leased/Rented	\$59,000
							Aggregate	\$2,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

CERTIFICATE HOLDER**CANCELLATION**

For Informational Purposes Only

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

G. Mark Demco

Document A310™ – 2010

Conforms with The American Institute of Architects AIA Document 310

Bid Bond

CONTRACTOR:

(Name, legal status and address)

Paul F. Pedersen Company DBA Pedersen Company
6N543 Route 25
St. Charles, IL 60174

SURETY:

(Name, legal status and principal place of business)

Developers Surety and Indemnity Company
17771 Cowan
Irvine, CA 92614

This document has important legal consequences. Consultation with an attorney is encouraged with respect to its completion or modification. Any singular reference to Contractor, Surety, Owner or other party shall be considered plural where applicable.

OWNER:

(Name, legal status and address)

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

Mailing Address for Notices

17771 Cowan
Irvine, CA 92614

BOND AMOUNT: 10% of the total amount bid-----

PROJECT:

(Name, location or address, and Project number, if any)

Landscape Maintenance Services #1030 - 5 Year Maintenance Contract

An annual performance and payment bond will be supplied if low bidder

The Contractor and Surety are bound to the Owner in the amount set forth above, for the payment of which the Contractor and Surety bind themselves, their heirs, executors, administrators, successors and assigns, jointly and severally, as provided herein. The conditions of this Bond are such that if the Owner accepts the bid of the Contractor within the time specified in the bid documents, or within such time period as may be agreed to by the Owner and Contractor, and the Contractor either (1) enters into a contract with the Owner in accordance with the terms of such bid, and gives such bond or bonds as may be specified in the bidding or Contract Documents, with a surety admitted in the jurisdiction of the Project and otherwise acceptable to the Owner, for the faithful performance of such Contract and for the prompt payment of labor and material furnished in the prosecution thereof; or (2) pays to the Owner the difference, not to exceed the amount of this Bond, between the amount specified in said bid and such larger amount for which the Owner may in good faith contract with another party to perform the work covered by said bid, then this obligation shall be null and void, otherwise to remain in full force and effect. The Surety hereby waives any notice of an agreement between the Owner and Contractor to extend the time in which the Owner may accept the bid. Waiver of notice by the Surety shall not apply to any extension exceeding sixty (60) days in the aggregate beyond the time for acceptance of bids specified in the bid documents, and the Owner and Contractor shall obtain the Surety's consent for an extension beyond sixty (60) days.

If this Bond is issued in connection with a subcontractor's bid to a Contractor, the term Contractor in this Bond shall be deemed to be Subcontractor and the term Owner shall be deemed to be Contractor.

When this Bond has been furnished to comply with a statutory or other legal requirement in the location of the Project, any provision in this Bond conflicting with said statutory or legal requirement shall be deemed deleted herefrom and provisions conforming to such statutory or other legal requirement shall be deemed incorporated herein. When so furnished, the intent is that this Bond shall be construed as a statutory bond and not as a common law bond.

Signed and sealed this 6th day of March, 2019

Paul F. Pedersen Company DBA Pedersen Company

(Principal)

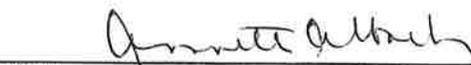
(Seal)

 President

Developers Surety and Indemnity Company

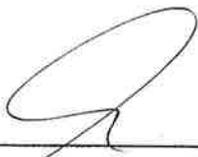
(Surety)

(Seal)



(Title) Annette Albach Attorney-in-Fact

(Witness)



(Witness)

**POWER OF ATTORNEY FOR
DEVELOPERS SURETY AND INDEMNITY COMPANY
INDEMNITY COMPANY OF CALIFORNIA**
PO Box 19725, IRVINE, CA 92623 (949) 263-3300

KNOW ALL BY THESE PRESENTS that except as expressly limited, DEVELOPERS SURETY AND INDEMNITY COMPANY and INDEMNITY COMPANY OF CALIFORNIA, do each hereby make, constitute and appoint:

Stephanie Shetler, Annette Albach, Jessica Albach, jointly or severally

as their true and lawful Attorney(s)-in-Fact, to make, execute, deliver and acknowledge, for and on behalf of said corporations, as sureties, bonds, undertakings and contracts of suretyship giving and granting unto said Attorney(s)-in-Fact full power and authority to do and to perform every act necessary, requisite or proper to be done in connection therewith as each of said corporations could do, but reserving to each of said corporations full power of substitution and revocation, and all of the acts of said Attorney(s)-in-Fact, pursuant to these presents, are hereby ratified and confirmed.

This Power of Attorney is granted and is signed by facsimile under and by authority of the following resolutions adopted by the respective Boards of Directors of DEVELOPERS SURETY AND INDEMNITY COMPANY and INDEMNITY COMPANY OF CALIFORNIA, effective as of January 1st, 2008.

RESOLVED, that a combination of any two of the Chairman of the Board, the President, Executive Vice-President, Senior Vice-President or any Vice President of the corporations be, and that each of them hereby is, authorized to execute this Power of Attorney, qualifying the attorney(s) named in the Power of Attorney to execute, on behalf of the corporations, bonds, undertakings and contracts of suretyship; and that the Secretary or any Assistant Secretary of either of the corporations be, and each of them hereby is, authorized to attest the execution of any such Power of Attorney;

RESOLVED, FURTHER, that the signatures of such officers may be affixed to any such Power of Attorney or to any certificate relating thereto by facsimile, and any such Power of Attorney or certificate bearing such facsimile signatures shall be valid and binding upon the corporations when so affixed and in the future with respect to any bond, undertaking or contract of suretyship to which it is attached.

IN WITNESS WHEREOF, DEVELOPERS SURETY AND INDEMNITY COMPANY and INDEMNITY COMPANY OF CALIFORNIA have severally caused these presents to be signed by their respective officers and attested by their respective Secretary or Assistant Secretary this 4th day of October, 2018.

By: *Daniel Young*
Daniel Young, Senior Vice-President

By: *Mark Lansdon*
Mark Lansdon, Vice-President



A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

State of California
County of Orange

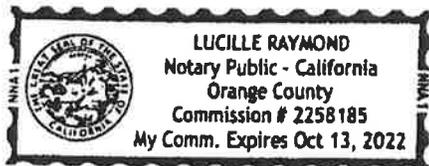
On October 4, 2018 before me, Lucille Raymond, Notary Public
Date Here Insert Name and Title of the Officer
personally appeared Daniel Young and Mark Lansdon
Name(s) of Signer(s)

who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.

Signature *Lucille Raymond*
Lucille Raymond, Notary Public



Place Notary Seal Above

CERTIFICATE

The undersigned, as Secretary or Assistant Secretary of DEVELOPERS SURETY AND INDEMNITY COMPANY or INDEMNITY COMPANY OF CALIFORNIA, does hereby certify that the foregoing Power of Attorney remains in full force and has not been revoked and, furthermore, that the provisions of the resolutions of the respective Boards of Directors of said corporations set forth in the Power of Attorney are in force as of the date of this Certificate.

This Certificate is executed in the City of Irvine, California, this 6th day of March, 2019.

By: *Cassie J. Berrisford*
Cassie J. Berrisford, Assistant Secretary





AGENDA ITEM EXECUTIVE SUMMARY

Agenda Item number: 6.p

Title:

Recommendation to Authorize Contract Extension for Lawn Mowing Services

Presenter:

AJ Reineking

Meeting: Government Services Committee

Date: April 22, 2019

Proposed Cost: \$134,144

Budgeted Amount: \$155,000

Not Budgeted:

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

The City owns and maintains 140 facilities, parks, and parcels throughout the community that require routine lawn mowing services. Cornerstone Partners' (St. Charles, IL) contract for mowing services will end in FY19. They were awarded a five-year contract in 2014 through a competitive bidding process and have performed well for the City for the duration of their contract.

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 Cornerstone to extend their contract for up to three years, through FY22. Cornerstone, in turn, offered to reduce their rate by 3% in the first year and by 1% in each of the subsequent years. These reductions will result in a net rate reduction of 4% over three years.

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 lawn mowing services to Cornerstone Partners, LLC in the amount of \$134,143.24 in FY20, \$132,801.80 in FY21, and \$131,473.81 in FY22.



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

February 14, 2019

Jim "Turk" Turcan
CORNERSTONE PARTNERS HORTICULTURAL SERVICES CO
PO Box 745
St. Charles, IL 60174

Re: LAWN MOWING SERVICES
Request to Renew or Extend Services

Dear Jim:

The City of St. Charles has been satisfied with the **LAWN MOWING** services your company has provided for the last five years. During this time our requirements have grown and you have responded accordingly. 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 seasons)
From: \$138,292/year TO: $-5\%(\$6,914) = \$131,377^*/\text{year}$ for 3 years = \$394,131* total
2. EXTEND SERVICES for **one** year by holding your price firm.
From: May 2019 – April 2019 (1 season)
For: \$138,292*/year for 1 year

**figures represent a projected annual dollar amount based on defined numbers of call-outs.*

Please let us know by **Thursday, February 21, 2019 noon** if either of these options are agreeable. If you are agreeable, please provide an updated form similar to the attached. A contract can then be drawn up and presented to our city council in early March. 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

RFP to Provide Mowing Service
 Awarded: April 4, 2014

ADDENDUM TO EXTEND CONTRACT PERIOD {RFP pg. 8}

Pg. 63: IV. BID/CONTRACT FORM {Summary}
A. Unit Prices and Extensions

May 1, 2014 to April 30, 2015

<i>Type</i>	<i>Estimated Cycles</i>	<i>Unit Price</i>	<i>Extension</i>	<i>P.O. #</i>	<i>Note</i>
Fine Mowing	28	\$3,340.00	\$93,520.00	79606	Approved
Rough Mowing	9	\$898.00	\$8,082.00	79606	Approved
Very Rough Mowing	6	\$792.00	\$4,752.00	79606	Approved
Sub-Total - May 1, 2014 to April 30, 2015			\$106,354.00	79606	Approved

May 1, 2015 to April 30, 2016 Proposed: \$106,354.00

<i>Type</i>	<i>Estimated Cycles</i>	<i>Unit Price</i>	<i>Extension</i>	<i>P.O. #</i>	<i>Note</i>
Fine Mowing	28	\$3,340.00	\$93,520.00	83931	Approved
Area 59	+14	\$66.00	\$924.00	83931	Approved (T.B.)
Rough Mowing	14	\$898.00	\$12,572.00	83931	Approved
Very Rough Mowing	14	\$792.00	\$11,088.00	83931	Approved
Lynn, Beatrice, 7th St., IL & 8th, Dean, Area 69-72	28	\$244.00	\$6,832.00	83931	Approved
IL Rt. 64 to Oak	28	\$52.00	\$1,456.00	84558	Approved
Riverside Park	28	\$112.00	\$3,136.00	83931	Approved (J.C.)
Moody Park	28	\$75.00	\$2,100.00	83931	Approved (J.C.)
Sub-Total - May 1, 2015 to April 30, 2016			\$131,628.00	83931, 84558	Approved

(2) Year Extension Offer Valid until 4/1/17

May 1, 2016 to April 30, 2017 Proposed: \$106,354.00

Type	Estimated Cycles	Unit Price	Extension	P.O. #	Note
Fine Mowing	28	\$3,340.00	\$93,520.00	83931	Approved
Area 59	+14	\$66.00	\$924.00	83931	Approved (T.B.)
Rough Mowing	14	\$898.00	\$12,572.00	83931	Approved
Very Rough Mowing	14	\$792.00	\$11,088.00	83931	Approved
Lynn, Beatrice, 7th St., IL & 8th, Dean, Area 69-72	28	\$244.00	\$6,832.00	83931	Approved
IL Rt. 64 to Oak	28	\$52.00	\$1,456.00	84558	Approved
Riverside Park	28	\$112.00	\$3,136.00	83931	Approved (J.C.)
Moody Park	28	\$75.00	\$2,100.00	83931	Approved (J.C.)
Sub-Total - May 1, 2016 to April 30, 2017			\$131,628.00	83931, 84558	Approved

Extension (Yr. 1) May 1, 2017 to April 30, 2018

Type	Estimated Cycles	Unit Price	Extension	P.O. #	Note
Fine Mowing	28	\$3,340.00	\$93,520.00		
Area 59	+14	\$66.00	\$924.00		
Rough Mowing	14	\$898.00	\$12,572.00		
Very Rough Mowing	14	\$792.00	\$11,088.00		
Lynn, Beatrice, 7th St., IL & 8th, Dean, Area 69-72	28	\$244.00	\$6,832.00		
IL Rt. 64 to Oak	28	\$52.00	\$1,456.00		
Riverside Park	28	\$112.00	\$3,136.00		
Moody Park	28	\$75.00	\$2,100.00		
115 9th Ave, 807 IL Ave, 811 IL Ave, 904 S. Ave.	28	\$238.00	\$6,664.00		
Sub-Total - May 1, 2017 to April 30, 2018			\$138,292.00		

(2) Year Extension Offer Valid until 4/1/17

Extension (Yr. 2) May 1, 2018 to April 30, 2019

Type	Estimated Cycles	Unit Price	Extension	P.O. #	Note
Fine Mowing	28	\$3,340.00	\$93,520.00		
Area 59	+14	\$66.00	\$924.00		
Rough Mowing	14	\$898.00	\$12,572.00		
Very Rough Mowing	14	\$792.00	\$11,088.00		
Lynn, Beatrice, 7th St., IL & 8th, Dean, Area 69-72	28	\$244.00	\$6,832.00		
IL Rt. 64 to Oak	28	\$52.00	\$1,456.00		
Riverside Park	28	\$112.00	\$3,136.00		
Moody Park	28	\$75.00	\$2,100.00		
115 9th Ave, 807 IL Ave, 811 IL Ave, 904 S. Ave.	28	\$238.00	\$6,664.00		
Sub-Total - May 1, 2018 to April 30, 2019			\$138,292.00		

From: [Schouten, Joan](#)
To: "Turk"
Cc: [Reineking, AJ](#)
Subject: RE: STC Bids
Date: Wednesday, February 27, 2019 12:50:00 PM
Attachments: [image001.png](#)
[image002.png](#)
[image003.png](#)
[image004.png](#)
[image005.png](#)
[image006.png](#)
[image007.png](#)

Thank you for your clarification, and your patience, with this renewal.
We will proceed with our recommendation to council.

From: Turk [mailto:JimT@cphort.com]
Sent: Tuesday, February 26, 2019 5:01 PM
To: Schouten, Joan
Cc: Reineking, AJ
Subject: Re: STC Bids

Joan,

Regarding your questions:

I interpret your below and attached proposal for years 1-3 as a response to the first option. **CORRECT** i.e.

From: May 2019 – April 2020

From: \$138,292/year TO: $-3\%(\$4,148.76) = \$134,143.24/\text{year}$ **CORRECT**

From: May 2020 – April 2021

From: \$134,143.24/year TO: $- \text{an additional } 1\%(\$1,341.43) = \$132,801.80/\text{year}$ **CORRECT**

From: May 2021 – April 2022

From: \$132,801.80/year TO: $- \text{an additional } 1\%(\$1,328.02) = \$131,473.81/\text{year}$ **CORRECT**

*Note: There were 2 different proposals in your attachment for this fiscal year. **Sorry if that caused confusion***

3 year total = \$398,418.85 = 4% reduced price **CORRECT**

➤ Please advise if you agree with the above. **YES.**

Also enclosed within your response was pricing for year 4 (May 2022 – April 2023) with a 3% increase. The city is not seeking pricing for year 4 (May 2022 – April 2023).

➤ Does this impact the above offer? **An option to extend for a 4th year was presented, as such we provided an anticipated 3% increase for the 4th year. The above 3 year extension rates are not contingent upon the 4th year.**

Also, it is still unclear if the above offer for 3 years of service at a total of 4% price reduction is contingent on the Bed Maintenance. If it is contingent, the city will not accept your offer and will proceed to publicly bid mowing services.

➤ Please advise if the above offer is or is not contingent on bid mowing. **The above 3 year discounted mowing extensions are not contingent upon the Bed Maintenance RFP.**

Thank you,

Jim 'Turk' Turcan

Cornerstone Partners

P.O. Box 745
St. Charles, IL 60174
P. (630) 482-9950 x 701

www.CPHort.com

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On Tue, Feb 26, 2019 at 4:54 PM Schouten, Joan <jschouten@stcharlesil.gov> wrote:

Hello Jim,

My apologies for, again, requesting clarification.

The Request to Renew or Extend Services letter of Feb. 14th offered two (2) options:
either

1. The first option was 3 years May 2019 – April 2022 of service for a five % decrease in price.
or
2. The second option was a 1 year May 2019 – April 2019 of service for price to be held firm.

I interpret your below and attached proposal for years 1-3 as a response to the first option. i.e.

From: May 2019 – April 2020

From: \$138,292/year TO: - 3%(\$4,148.76) = \$134,143.24/year

From: May 2020 – April 2021

From: \$134,143.24/year TO: - an additional 1%(\$1,341.43) = \$132,801.80/year

From: May 2021 – April 2022

From: \$132,801.80/year TO: - an additional 1%(\$1,328.02) = \$131,473.81/year

Note: There were 2 different proposals in your attachment for this fiscal year.

3 year total = \$398,418.85 = 4% reduced price

➤ Please advise if you agree with the above.

Also enclosed within your response was pricing for year 4 (May 2022 – April 2023) with a 3% increase. The city is not seeking pricing for year 4 (May 2022 – April 2023).

➤ Does this impact the above offer?

Also, it is still unclear if the above offer for 3 years of service at a total of 4% price reduction is contingent on the Bed Maintenance. If it is contingent, the city will not accept your offer and will proceed to publicly bid mowing services.

➤ Please advise if the above offer is or is not contingent on bid mowing.

Thank you for your clarification.

We ask for a response **by 8:00am Friday March 1st, 2019.**

From: Turk [mailto:JimT@cphort.com]
Sent: Thursday, February 21, 2019 6:28 PM
To: Schouten, Joan
Cc: Reineking, AJ
Subject: Re: STC Bids

Joan,

Please find attached the proposed reductions in the Mowing Services over the next (4) seasons. While we can provide your requested 5% decrease in price, doing so over the spread of (3) years with the (4th) year rebound by 3% {which still provides -2% in overall savings from the 2018 season} would be possible.

Regarding the Bed Maintenance RFP, we would rely on this contract to be part of our maintenance program with the City in order to improve efficiencies on both contracts. While I understand it is a RFP with new specifications included in it, we would hope that our reduction in the Mowing Services along with our history working with the City would be taken into great consideration when awarding the Bed Maintenance contract.

Please let me know if you need anything additional. I look forward to meeting you and continuing to serve our hometown!

Sincerely,
Turk

Jim 'Turk' Turcan

Cornerstone Partners

P.O. Box 745
St. Charles, IL 60174
P. (630) 482-9950 x 701
www.CPHort.com

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On Tue, Feb 19, 2019 at 1:41 PM Schouten, Joan <jschouten@stcharlesil.gov> wrote:

Hello Jim,

Thank you for your timely response.

Can you please clarify your offer?

1. Please define the dollar amounts you are proposing. Specify dates, year, "from", "reduction in both % and \$s", and total for the year.

Please use the illustration from the Request to Renew.

Ex: From: May 20XX – April 20XX

From: \$138,292/year TO: - 5%(\$6,914) = \$131,377*/year

- 2019: -3%
- 2020: -1%
- 2021: -1%
- 2022: + 3%

2. Please clarify if this offer is contingent on the awarding of the bed maintenance.

We are appreciative of your review and your efforts to meet our needs.



CITY OF
ST. CHARLES
— ILLINOIS — SINCE 1834 —

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

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From: Reineking, AJ
Sent: Tuesday, February 19, 2019 1:03 PM
To: Schouten, Joan
Subject: FW: STC Bids

From: Turk [mailto:JimT@cphort.com]
Sent: Tuesday, February 19, 2019 11:05 AM
To: Reineking, AJ
Cc: Craft, Jeremy
Subject: Re: STC Bids

AJ & Jeremy,

Good morning. Sorry for the delay in responding; been a bit preoccupied with Snow as I know you can relate!

I do appreciate the letter from Joan offering a 3 year extension on the mowing with a 4th year option. The -5% discount is tough to work into our estimate, as I'm sure you're aware IL labor costs are skyrocketing over this time period. My initial looks at our estimates could allow for the following:

- 2019: -3%
- 2020: -1%
- 2021: -1%
- 2022: + 3%

While this still could be a gamble on labor wages for us, I'm willing to take that to remain your contractor of choice. We've already made internal changes with Nick Topf becoming Jeremy's main point of weekly contact to expedite response time and I remaining on Monthly Quality Control inspections. Our team, who knows all of the properties, will remain the same as well.

I hope that the above proposal is acceptable to you. We do rely on/view the Bed Maintenance contract as well to supplement both contracts as one. I'm in the process of updating the Bed Maintenance contract per the revised specifications which will help with the 5% reduction on the mowing contract. I realize this contract is out for open bidding, but if we can be viewed as the preferred contractor given our history and knowledge of the sites to get awarded that contract as well as the mowing, I will be very confident in obliging the reduction for the mowing.

Please let me know your thoughts on the above and I'll prepare accordingly.

Thank you both!

Jim 'Turk' Turcan  


Cornerstone Partners
P.O. Box 745
St. Charles, IL 60174
P. (630) 482-9950 x 701
www.CPHort.com
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On Fri, Feb 15, 2019 at 4:36 PM Reineking, AJ <areineking@stcharlesil.gov> wrote:

Turk,

I believe Joan sent you a letter for consideration to renew the mowing contract. Based on our conversations last year, Jeremy put together a whole new scope for the landscape bed maintenance contract which means we're re-bidding that. You may also be interested in the leaf and brush collection bid that was posted today as well. Please follow the link below to find both of these solicitations.

Thanks.
AJ

https://www.stcharlesil.gov/bids-proposals?field_ref_department_target_id=4&bid_status%5B%5D=Bid&field_bid_date_due_value%5Bvalue%5D%5Bdate%5D=&=Apply



CITY OF
ST. CHARLES
1818 ILLINOIS • SINCE 1834

AJ Reineking Public Works Manager
P: 630.443.3709 | E: areineking@stcharlesil.gov
2 E. Main Street, St. Charles, IL 60174-1984
stcharlesil.gov

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AJ Reineking | Public Works Manager
2 E. Main Street, St. Charles, IL 60174-1984
phone: 630.443.3709 | fax: 630.513.7442 | www.stcharlesil.gov
areineking@stcharlesil.gov

CITY OF ST CHARLES, ILLINOIS



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

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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

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



AGENDA ITEM EXECUTIVE SUMMARY

Agenda Item number: *6.r

Title:	Recommendation to Approve Budget Addition for Motor Fuel Tax Funding related to 2019 Street Rehabilitation Project
Presenter:	Ken Jay

Meeting: Government Services Committee Date: April 22, 2019

Proposed Cost: \$1,132,422.61	Budgeted Amount: \$1,100,000.00	Not Budgeted: <input type="checkbox"/>
-------------------------------	---------------------------------	--

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

The streets included in the 2019 Street Rehabilitation Program were presented at the November Government Services Meeting. The scope of work will include roadway resurfacing, sidewalk repairs, curb/gutter repairs, utility repairs and restoration.

The 2019 Street Rehabilitation Project is budgeted as five separate funds: Motor Fuel Tax (MFT), water, sanitary sewer, storm sewer and capital street funding, which will be reimbursed by the City of Geneva. While the overall project is under budget, the MFT fund appropriation is 2.9% over budget. A budget addition of \$32,422.61 is required within the MFT fund in order to approve the construction contract.

The MFT fund has adequate reserves to cover the budget addition of \$32,422.61 without negatively impacting future budgeted MFT expenditures.

Attachments *(please list):*

* Budget Addition Form

Recommendation/Suggested Action *(briefly explain):*

Recommendation to approve a Budget Addition for the Motor Fuel Tax Funding related to the 2019 Street Rehabilitation Project in the amount of \$32,422.61.

BUDGET REVISION REQUEST FORM

Department: Public Works Date Requested: April 22, 2019

Purpose of Request/Comments (Free form type)

The 2019 Street Rehabilitation Project is budgeted as five separate funds: Motor Fuel Tax (MFT), water, sanitary sewer, storm sewer and capital street funding, which will be reimbursed by the City of Geneva. While the overall project is under budget, the MFT fund appropriation is 2.9% over budget. A budget addition of \$32,422.61 is required within the MFT fund in order to approve the construction contract.

Equal Dollar Transfer

Amount _____

From
Account #: _____

To
Account #: _____

Activity #: _____

Activity #: _____

Addition (or Decrease) to Department Budget

Account # 350500-56101 Amount \$32,422.61

Activity #: MF1000

Originator: Ken Jay

04.22.19
Date

Department Head: _____

Date

Dir. Of Finance/Administration: _____

Date

For Finance Use Only
Revision entered and updated
By: _____ Date: _____



AGENDA ITEM EXECUTIVE SUMMARY

Agenda Item number: 6.s

Title:	Recommendation to Approve Intergovernmental Agreement with the City of Geneva for the Resurfacing of Gray Street
Presenter:	Ken Jay

Meeting: Government Services Committee Date: April 22, 2019

Proposed Cost: n/a Budgeted Amount: n/a Not Budgeted:

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

The City of St. Charles and the City of Geneva have partnered together to resurface Gray Street, from west of S. 12th Street to S. 6th Street, as the street centerline is the corporate boundary between the two cities. The work is being performed as part of the 2019 Street Rehabilitation Project.

Construction improvements call for concrete curb and sidewalk repairs, utility repairs, full-depth asphalt removal and paving of new asphalt binder and surface courses. Each municipality has determined its own repair needs and will pay for the portions of the work within their respective City limits.

As part of the design and bidding process, the appropriate distribution of costs was based on the work to be performed for each agency. As part of the construction award, an Intergovernmental Agreement has been prepared to identify the specifics about the funding split and other appropriate items between each agency. The City of St. Charles will act as the lead agency for the construction and will be reimbursed by the City of Geneva.

The breakdown of costs for each agency as spelled out in the Intergovernmental Agreement is as follows:

<u>Agency Costs:</u>	
City of Geneva	\$137,819.47
City of St. Charles	\$291,133.04*
Total	\$428,952.51

*Note that the City of St. Charles' expenses are significantly higher than the City of Geneva's expenses due to a large amount of utility repairs being performed.

The City of Geneva is scheduled to vote on the attached agreement at their April 15, 2019 City Council meeting.

Attachments *(please list):*

*Intergovernmental Agreement with City of Geneva

Recommendation/Suggested Action *(briefly explain):*

Recommendation to Approve Intergovernmental Agreement with the City of Geneva for the Resurfacing of Gray Street.

**INTERGOVERNMENTAL AGREEMENT FOR
STREET REHABILITATION BY AND
BETWEEN CITY OF ST. CHARLES,
KANE AND DuPAGE COUNTIES, ILLINOIS
AND CITY OF GENEVA, KANE COUNTY, ILLINOIS**

WHEREAS, the CITY OF ST. CHARLES (“ST. CHARLES”), Kane and DuPage Counties, Illinois, a home rule unit of local government, and the CITY OF GENEVA, (“GENEVA”), Kane County, Illinois, a non-home rule unit of local government, as established under the 1970 Illinois Constitution (Article VII Section 10) and pursuant to the Illinois Intergovernmental Cooperation Act, which authorizes intergovernmental cooperation among local governments; and

WHEREAS, ST. CHARLES and GENEVA desire to enter into a certain intergovernmental agreement regarding the manner of providing for the rehabilitation of certain street improvements to Gray Street; and

WHEREAS, ST. CHARLES and GENEVA have a common corporate boundary along Gray Street which is in need of certain street improvements and repairs;

Now, therefore, in consideration of the mutual promises contained herein and the recitals of facts herein above made, it is hereby agreed by and between CITY OF ST. CHARLES, Kane and DuPage Counties, Illinois, and CITY OF GENEVA, Kane County, Illinois, as follows:

1. ST. CHARLES and GENEVA (sometimes hereafter referred to individually as "CITY" or "agency", or collectively, as "CITIES") agree to complete the street improvements to Gray Street from Logan Avenue (South 6th Street) to the West end of Gray Street (West of South 12th Street) (the street improvements hereinafter referred to as "IMPROVEMENTS"). The CITIES shall share in the cost of the materials and labor (work) which constitutes the IMPROVEMENTS as specified at Exhibit "A", attached hereto. The IMPROVEMENTS shall include bituminous surface removal, bituminous concrete paving, concrete curb and sidewalk replacements and curb ramp installations, bituminous driveway apron repairs and pavement striping along Gray Street. Each CITY will be responsible for the cost of the work that falls within its corporate limits of the Gray Street centerline as represented in EXHIBIT A. ST. CHARLES will be the "Lead Agency" for the purposes of supervising and directing the IMPROVEMENTS and shall have the responsibility for coordinating engineering design services, advertising for bids, reviewing bids and contractor's qualifications, awarding contracts, supervising the work, and all other necessary and customary functions to complete said IMPROVEMENTS. ST. CHARLES shall cause the work to be performed and completed in a good workmanlike manner and in accordance with the approved final plans and specifications, prepared by ST. CHARLES and approved by GENEVA; the plans and specifications shall be prepared in accordance with the Standard Specifications for Road and Bridge Construction in Illinois adopted April 1, 2016. Subject to reimbursement of GENEVA'S share of the cost of the work, ST. CHARLES shall be responsible for the payment of all costs associated with

the performance of the work, including the cost of all material testing services, and all street improvements.

2. Prior to the solicitation of competitive bids for the work or the execution of any contract for the work, ST. CHARLES shall present to GENEVA the following: (a) Engineer's estimate of cost for the IMPROVEMENTS prepared by the ST. CHARLES City Engineer, (b) Final Engineering Plans and Specifications for the IMPROVEMENTS, (c) customary Bid package (d) one (1) copy of Contractor's Bid Bond. Subsequent to award of any contract to the lowest responsible bidder, ST. CHARLES shall deliver to GENEVA executed copies of the construction contract ("CONTRACT") with the general contractor ("CONTRACTOR") engaged to perform the IMPROVEMENT work. The CONTRACT shall set forth the total cost of the IMPROVEMENT work ("CONTRACT PRICE"). The CONTRACT shall include the following provisions:

a. Except for the negligence of any of the Indemnities (hereinafter defined), the CONTRACTOR shall be required to protect, defend, indemnify and hold harmless ST. CHARLES and GENEVA, respectively, and their elected and appointed officers, employees and agents, (collectively, sometimes called "Indemnities") from and against all loss, claims and expenses, including, but not limited to, reasonable attorneys' fees, court costs and expenses of collection which may result from the performance of the work. This indemnification shall include, but not be limited to, loss or destruction of property, including loss of use thereof, bodily injury, personal injury, sickness, disease, or death sustained by any person.

Such obligation of the CONTRACTOR shall not be limited by the availability, limits, or coverage of insurance carried or required herein, or required by law to be carried.

b. The CONTRACTOR shall indemnify, protect and save harmless ST. CHARLES and GENEVA from and against any and all mechanic's liens or claims for lien arising out of the performance of the work, including any actions brought or judgments rendered thereof, and from and against any and all loss, damage, liability, costs and expenses, including legal fees and disbursements, which ST. CHARLES and GENEVA may sustain or incur in connection therewith.

c. CONTRACTOR shall include the interest of ST. CHARLES and GENEVA as an additional insured on the CONTRACTOR'S comprehensive general liability insurance policy, the coverages under the policy to be in accordance with the bid specifications; a certificate of insurance shall be tendered to the CITIES prior to the commencement of the work by the CONTRACTOR.

3. Pursuant to the allocations set forth in paragraph 4 below, ST. CHARLES shall pay the CONTRACTOR and other persons entitled to payment for the cost of the IMPROVEMENT work. The cost of the IMPROVEMENT work shall include the cost of any testing services required by the plans and specifications.

4. ST. CHARLES shall request GENEVA to reimburse its share of the cost, concurrently with the completion of the work by the CONTRACTOR, as stated in Exhibit A. ST. CHARLES shall request each reimbursement payment in writing and shall include with each request a certification from the City Engineer for ST. CHARLES (or other representative designated by ST. CHARLES) that the CONTRACTOR has satisfactorily completed the work and is entitled to payment for the work in the amount certified. GENEVA shall tender to ST. CHARLES an amount equal to the cost of the work completed and certified by ST. CHARLES in Geneva within 45 days after receipt of said certification. The final request for reimbursement shall include a written statement from the City Engineer for ST. CHARLES certifying the total cost of the work and that the IMPROVEMENTS have been completed and accepted in accordance with the plans and specifications.

5. In the event ST. CHARLES or the CONTRACTOR requests changes in the work, ST. CHARLES shall submit to GENEVA, for its review and approval, copies of all requests for change orders. GENEVA shall endeavor to respond promptly to such requests and shall approve or object to such requests for change orders within seven (7) days of receipt of the request if the change order is \$5,000 or less and, if the change order is greater than \$5,000, not later than the next GENEVA City Council Meeting. In the event the CONTRACTOR requests a field change in the plans or specifications, GENEVA's designated representative shall be authorized to approve or object such requests. GENEVA's designated

representative shall be STEPHANIE DAWKINS or RICHARD BABICA, or such other person as GENEVA may so designate by written notice to ST. CHARLES.

6. Prior to any disbursements to CONTRACTOR or reimbursement requests to GENEVA for the IMPROVEMENT work, ST. CHARLES shall submit copies of CONTRACTOR'S sworn statement and lien waivers relating to the requested disbursement to GENEVA. If GENEVA is not satisfied with the adequacy or sufficiency of such sworn contractor's statement and waivers, it shall notify ST. CHARLES in writing of its objection and ST. CHARLES shall make no further disbursements pursuant to this Agreement until satisfied with the sufficiency of such statements and waivers.

7. All notices required hereunder shall be made in writing and at the following addresses:

City of Geneva: Richard Babica
Director of Public Works
1800 South Street
Geneva, Illinois 60134

With a copy to: Charles A. Radovich
City Attorney
312 West State Street
Geneva, Illinois 60134

City of St. Charles: Peter Suhr
Director of Public Works
Two East Main Street
St. Charles, IL 60174

With a copy to:

John M. McGuirk
Hoscheit, McGuirk, McCracken & Cuscaden, P.C.
City Attorney
1001 East Main Street, Suite G
St. Charles, IL 60174

8. This Agreement shall be deemed to be an intergovernmental agreement made under and shall be construed in accordance with and governed by the laws of the State of Illinois.

9. Neither this Agreement nor any provisions hereof may be changed, revised, modified, waived, discharged, terminated, or otherwise abrogated, diminished, or impaired other than by an instrument in writing duly authorized and executed by St. Charles and Geneva.

10. This Agreement may be signed in any number of counterparts with the same effect as if the signatures thereto and hereto were on the same instrument.

11. The Cities of ST. CHARLES and GENEVA have authorized, by resolution, the execution of this Agreement, as an exercise of their respective intergovernmental cooperation authority under the Constitution of the State of Illinois. This Agreement shall become effective upon its execution and delivery by all parties.

IN WITNESS WHEREOF on this _____ day of _____, 2019, A.D., the parties hereto fix their respective seals.

CITY OF GENEVA, ILLINOIS

ATTEST:

By: _____
Mayor

City Clerk

CITY OF ST. CHARLES, ILLINOIS

ATTEST:

By: _____
Mayor

City Clerk

EXHIBIT A - Distribution of Costs
Gray Street Resurfacing - S. 6th Street/Logan to West End

No.	Description	Unit	Unit Price	Total Quantity	St. Charles Quantity	St. Charles Cost	Geneva Quantity	Geneva Cost
20201200	REMOVAL AND DISPOSAL OF UNSUITABLE MATERIAL	CY	\$ 1.00	135.48	71.39	\$ 71.39	64.09	\$ 64.09
21101615	TOPSOIL FURNISH AND PLACE, 4"	SY	\$ 5.00	1892.8	1821.1	\$ 9,105.50	71.7	\$ 358.50
25000100	SEEDING, CLASS 1	AC	\$ 1,000.00	0.391	0.38	\$ 376.00	0.015	\$ 15.00
25100630	EROSION CONTROL BLANKET	SY	\$ 1.00	1892.8	1821.1	\$ 1,821.10	71.7	\$ 71.70
35101600	AGGREGATE BASE COURSE, TYPE B 4"	SY	\$ 4.00	87.0	82.7	\$ 330.80	4.3	\$ 17.20
35101800	AGGREGATE BASE COURSE, TYPE B 6"	SY	\$ 6.00	42.0	37.6	\$ 225.60	4.4	\$ 26.40
30300112	AGGREGATE SUBGRADE IMPROVEMENT 12"	SY	\$ 1.00	356.34	178.14	\$ 178.14	178.2	\$ 178.20
40600290	BITUMINOUS MATERIALS (TACK COAT)	POUND	\$ 0.01	5345.0	2672.0	\$ 26.72	2673.0	\$ 26.73
40600982	HOT-MIX ASPHALT SURFACE REMOVAL - BUTT JOINT	SY	\$ 1.00	177.0	177.0	\$ 177.00		\$ -
40603080	HOT-MIX ASPHALT BINDER COURSE, IL-19.0, N50	TON	\$ 68.00	1496.6	748.3	\$ 50,884.40	748.3	\$ 50,884.40
40603335	HOT-MIX ASPHALT SURFACE COURSE, MIX "D" N50	TON	\$ 70.00	997.8	498.9	\$ 34,923.00	498.9	\$ 34,923.00
42300200	PCC DRIVEWAY PAVEMENT, 6 INCH	SY	\$ 76.50	25.9	25.9	\$ 1,981.35		\$ -
42400200	PORTLAND CEMENT CONCRETE SIDEWALK 5 INCH	SF	\$ 6.75	1034.0	713.0	\$ 4,812.75	321.0	\$ 2,166.75
42400300	PORTLAND CEMENT CONCRETE SIDEWALK 6 INCH	SF	\$ 9.00	439.0	375.0	\$ 3,375.00	64.0	\$ 576.00
42400800	DETECTABLE WARNINGS	SF	\$ 30.00	74.0	50.0	\$ 1,500.00	24.0	\$ 720.00
44000200	DRIVEWAY PAVEMENT REMOVAL	SY	\$ 16.00	25.9	25.9	\$ 414.40		\$ -
44000600	SIDEWALK REMOVAL	SF	\$ 2.00	1493.0	1297.0	\$ 2,594.00	196.0	\$ 392.00
78000400	THERMOPLASTIC PAVEMENT MARKING - LINE 6"	LF	\$ 1.13	175.0	175.0	\$ 197.75		\$ -
78000650	THERMOPLASTIC PAVEMENT MARKING - LINE 24"	LF	\$ 4.75	70.0	70.0	\$ 332.50		\$ -
X0326440	HOT-MIX ASPHALT SURFACE REMOVAL, VARIABLE DEPTH	SY	\$ 4.00	11878.0	5939.0	\$ 23,756.00	5939.0	\$ 23,756.00
X4400220	CURB REMOVAL AND REPLACEMENT	LF	\$ 30.25	1551.0	833.0	\$ 25,198.25	718.0	\$ 21,719.50
Z0004510	HOT-MIX ASPHALT DRIVEWAY PAVEMENT, 3"	SY	\$ 35.00	423.0	379.0	\$ 13,265.00	44.0	\$ 1,540.00
Z0004544	HOT-MIX ASPHALT DRIVEWAY PAVEMENT REMOVAL	SY	\$ 1.00	423.0	379.0	\$ 379.00	44.0	\$ 44.00
20800150	TRENCH BACKFILL	CY	\$ 38.00	4.9	4.9	\$ 186.20		\$ -
28000510	INLET FILTERS	EACH	\$ 150.00	20.0	20.0	\$ 3,000.00		\$ -
54213657	PRECAST REINFORCED CONCRETE FLARED END SECTIONS 12"	EACH	\$ 550.00	1.0	1.0	\$ 550.00		\$ -
55100500	STORM SEWER REMOVAL 12"	LF	\$ 10.00	44.0	44.0	\$ 440.00		\$ -
60207705	CATCH BASINS, TYPE C, TYPE 9 FRAME AND GRATE	EACH	\$ 1,700.00	1.0	1.0	\$ 1,700.00		\$ -
60218400	MANHOLES, TYPE A, 4'-DIAMETER, TYPE 1 FRAME, CLOSED LID	EACH	\$ 4,900.00	1.0	1.0	\$ 4,900.00		\$ -
60221100	MANHOLES, TYPE A, 5'-DIAMETER, TYPE 1 FRAME, CLOSED LID	EACH	\$ 5,100.00	1.0	1.0	\$ 5,100.00		\$ -
60234200	INLETS, TYPE A, TYPE 1 FRAME AND GRATE	EACH	\$ 1,200.00	1.0	1.0	\$ 1,200.00		\$ -
60236100	INLETS, TYPE A, TYPE 6 FRAME AND GRATE	EACH	\$ 1,300.00	1.0	1.0	\$ 1,300.00		\$ -
60236200	INLETS, TYPE A, TYPE 8 GRATE	EACH	\$ 1,200.00	1.0	1.0	\$ 1,200.00		\$ -
60255800	MANHOLES TO BE ADJUSTED WITH NEW TYPE 1 FRAME, CLOSED LID	EACH	\$ 810.00	5.0	5.0	\$ 4,050.00		\$ -
60260300	INLETS TO BE ADJUSTED WITH NEW TYPE 1 FRAME, OPEN LID	EACH	\$ 710.00	2.0	2.0	\$ 1,420.00		\$ -
60265900	VALVE VAULTS TO BE ADJUSTED WITH NEW TYPE 1 FRAME, CLOSED LID	EACH	\$ 725.00	1.0	1.0	\$ 725.00		\$ -
60300105	FRAMES AND GRATES TO BE ADJUSTED	EACH	\$ 350.00	1.0	1.0	\$ 350.00		\$ -
60300305	FRAMES AND LIDS TO BE ADJUSTED	EACH	\$ 340.00	9.0	8.0	\$ 2,720.00	1.0	\$ 340.00
60500040	REMOVING MANHOLES	EACH	\$ 400.00	2.0	2.0	\$ 800.00		\$ -
60500050	REMOVING CATCH BASINS	EACH	\$ 300.00	1.0	1.0	\$ 300.00		\$ -
60500060	REMOVING INLETS	EACH	\$ 100.00	3.0	3.0	\$ 300.00		\$ -
66900200	NON-SPECIAL WASTE DISPOSAL	CY	\$ 1.00	52.19	52.19	\$ 52.19		\$ -
550A0050	STORM SEWERS, CLASS A, TYPE 1 12"	LF	\$ 146.00	44.0	44.0	\$ 6,424.00		\$ -
2	FIRE HYDRANT ASSEMBLY - REMOVE & REPLACE	EACH	\$ 5,980.00	8.0	8.0	\$ 47,840.00		\$ -
5	REMOVE & REPLACE B-BOX	EACH	\$ 650.00	5.0	5.0	\$ 3,250.00		\$ -
7	REPLACE 6" VALVE IN EXISTING VAULT	EACH	\$ 2,300.00	11.0	11.0	\$ 25,300.00		\$ -
11	SANITARY MANHOLE CHIMNEY SEAL	EACH	\$ 350.00	6.0	6.0	\$ 2,100.00		\$ -
					Total Est.	\$ 291,133.04	Total Est.	\$ 137,819.47

**AGENDA ITEM EXECUTIVE SUMMARY**

Agenda Item number: 6.t

Title:

Recommendation to Approve Construction Contract for the 2019 Street Rehabilitation Program

Presenter:

Ken Jay

Meeting: Government Services Committee

Date: April 8, 2019

Proposed Cost: \$1,627,150

Budgeted Amount: \$1,695,000

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

The streets included in the 2019 Street Rehabilitation Program were presented at the November Government Services Meeting. The scope of work will include roadway resurfacing, sidewalk repairs, curb/gutter repairs, utility repairs and restoration.

Bid Results:

On March 28, 2019, sealed bids for the 2019 Street Rehabilitation Program were publicly opened and read aloud. The City received a total of five (5) bids for this project, with the results shown below.

<i>Engineer's Estimate</i>	\$1,709,648.30
J.A. Johnson Paving	\$1,627,150.00
Geneva Construction Company	\$1,742,889.65
Schroeder Asphalt Services, Inc.	\$1,789,515.71
Builders Paving	\$1,840,480.00
Brothers Asphalt	\$1,995,817.63

J.A. Johnson Paving Company of Arlington Heights, IL recently completed the base reclamation project on S. 37th and S. 38th Avenues and is capable and qualified to complete the project. Construction is anticipated to begin in early May, with substantial completion in early August.

Notifications will be provided to residents, with a complementary press release to the community.

Attachments (please list):

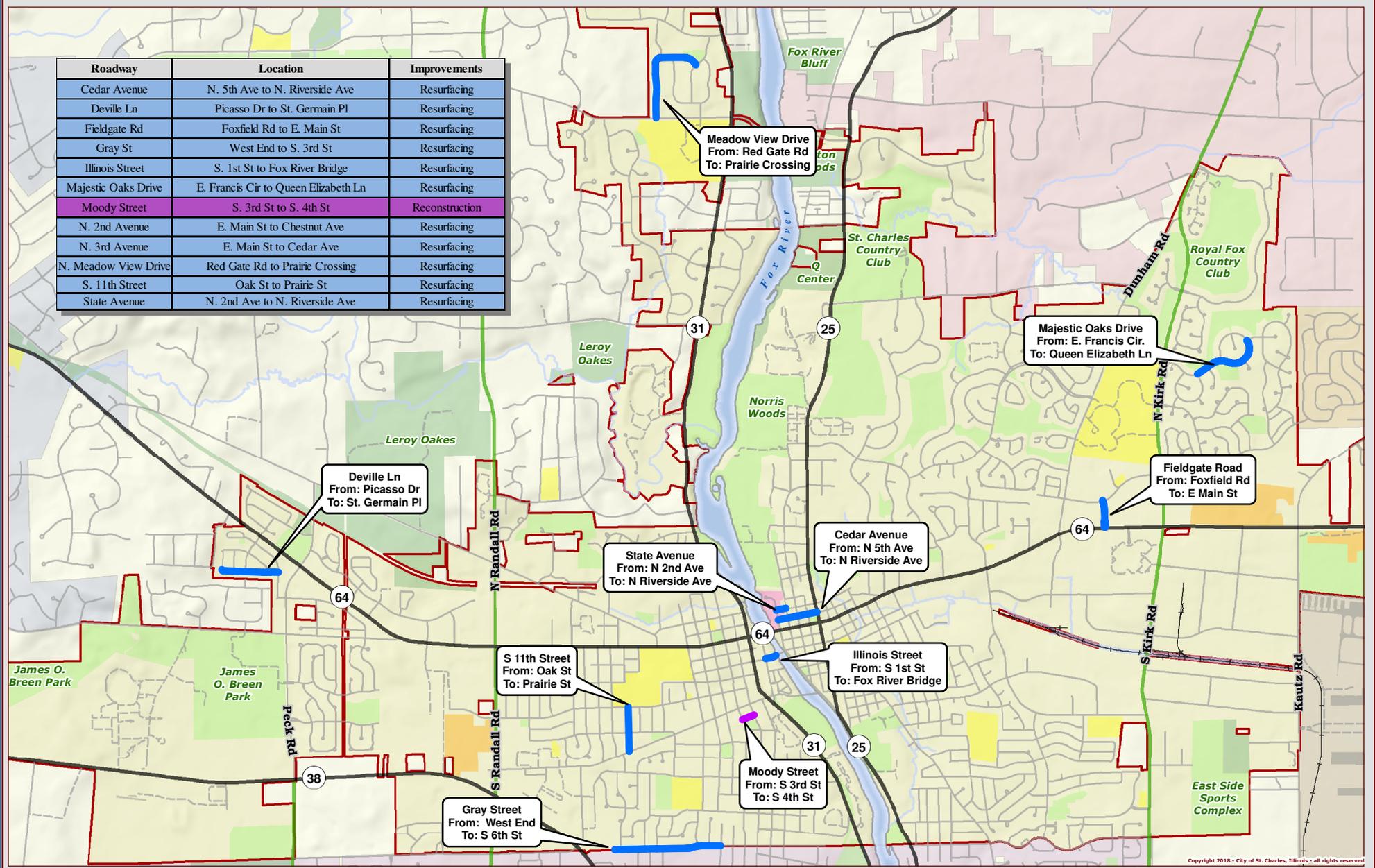
* 2019 Street Rehabilitation Program Location Map

Recommendation/Suggested Action (briefly explain):

Recommendation to approve Construction Contract with J.A. Johnson Paving Company for the 2019 Street Rehabilitation Program in the amount of \$1,627,150.



Roadway	Location	Improvements
Cedar Avenue	N. 5th Ave to N. Riverside Ave	Resurfacing
Deville Ln	Picasso Dr to St. Germain Pl	Resurfacing
Fieldgate Rd	Foxfield Rd to E. Main St	Resurfacing
Gray St	West End to S. 3rd St	Resurfacing
Illinois Street	S. 1st St to Fox River Bridge	Resurfacing
Majestic Oaks Drive	E. Francis Cir to Queen Elizabeth Ln	Resurfacing
Moody Street	S. 3rd St to S. 4th St	Reconstruction
N. 2nd Avenue	E. Main St to Chestnut Ave	Resurfacing
N. 3rd Avenue	E. Main St to Cedar Ave	Resurfacing
N. Meadow View Drive	Red Gate Rd to Prairie Crossing	Resurfacing
S. 11th Street	Oak St to Prairie St	Resurfacing
State Avenue	N. 2nd Ave to N. Riverside Ave	Resurfacing



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Publication Date: November 14, 2018
 Data Source: City of St. Charles, Illinois
 Base Map: St. Charles, Illinois
 Projection: Transverse Mercator
 Coordinate System: Illinois State Plane East
 North American Datum 1983
 Request #: 3934



█ Resurfacing
█ Reconstruction

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AGENDA ITEM EXECUTIVE SUMMARY

Agenda Item number: *6.u

Title: Recommendation to Approve a Resolution with the Illinois Department of Transportation for the 2019 Street Rehabilitation Program

Presenter: Ken Jay

Meeting: Government Services Committee Date: April 22, 2019

Proposed Cost: \$1,132,422.61

Budgeted Amount: \$1,100,000

Not Budgeted:

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

Portions of the 2019 Street Rehabilitation Program will be paid for with Motor Fuel Tax (MFT) funds. The attached Resolution for Improvement Under the Illinois Highway Code is an agreement with the Illinois Department of Transportation. It specifies the streets to be constructed and details the amount of Motor Fuel Tax funds appropriated for this construction project. The total MFT appropriation includes the portion of the project that is allowed to be paid for by MFT funds, which include street resurfacing, curb and gutter repairs, sidewalk repairs, traffic control and restoration. Utility repairs will be paid by their respective corporate funds. Upon project close-out, the actual amount spent on the MFT eligible contract items will determine the final appropriation from the MFT fund.

Attached to the Resolution are the specific streets that will be constructed under the 2019 MFT Street Rehabilitation Program.

Attachments *(please list):*

*Copy of IDOT Form BLR 09110 Resolution for Improvement Under the Illinois Highway Code

Recommendation/Suggested Action *(briefly explain):*

Recommendation to Approve Resolution with the Illinois Department of Transportation in the amount of \$1,132,422.61 to be used for the 2019 Street Rehabilitation Program.

2019 MFT Street Rehabilitation - Street List

STREET NAME	FROM	TO	IMPROVEMENTS
Cedar Avenue	N. Riverside Avenue	N. 5 th Avenue	Resurfacing
Deville Lane	Picasso Drive	St. Germain Place	Resurfacing
Fieldgate Road	Foxfield Road	E. Main Street	Resurfacing
Gray Street	West End/S. 12 th St	S. 6 th Street	Resurfacing
Illinois Street	S. 1 st Street	Illinois Street Bridge	Resurfacing
Majestic Oaks Drive	E. Francis Circle	Queen Elizabeth Lane	Resurfacing
Meadow View Drive	Red Gate Road	N. Meadow View Drive	Resurfacing
Moody Street	S. 4 th Street	S. 3 rd Street	Reconstruction
N. Meadow View Drive	Meadow View Drive	Prairie Crossing Drive	Resurfacing
S. 11 th Street	Oak Street	Prairie Street	Resurfacing
State Avenue	N. Riverside Avenue	N. 2 nd Avenue	Resurfacing



AGENDA ITEM EXECUTIVE SUMMARY

Agenda Item number: 6.v

Title:

Recommendation to Approve Construction Contract for the Patricia Lane Base Reclamation Project

Presenter:

Ken Jay

Meeting: Government Services Committee

Date: April 22, 2019

Proposed Cost: \$334,702

Budgeted Amount: \$355,000

Not Budgeted:

Executive Summary (if not budgeted please explain):

Patricia Lane, from Via Veneto Drive east to Division Street, is one of the City’s streets that have a condition rating of “very poor.” The underlying base of the roadway is made up of a pozzolanic material, which loses its structural integrity as it deteriorates over time. The base has reached a point that resurfacing the street would not be an economical long-term solution.

Patricia Lane will be the first residential street to receive a base reclamation treatment within St. Charles. When compared to a traditional street reconstruction, the base reclamation process is more economical and provides an expedited construction schedule with minimal disruption to traffic flow and driveway access. Staff has recently completed two base reclamation projects within the City’s industrial park and received extremely positive feedback from the business owners. The project will also include minor water, sanitary and storm sewer improvements.

Bid Results:

On April 5, 2019 sealed bids for the Patricia Lane Base Reclamation Project were publicly opened and read aloud. The City received a total of six (6) bids for this project, with the results shown below.

<i>Engineer’s Estimate</i>	\$ 334,597.75
J.A. Johnson Paving	\$ 334,701.85
A-Lamp Concrete	\$ 338,946.85
Geneva Construction	\$ 373,855.00
Schroeder Asphalt	\$ 379,692.05
Chicagoland Paving	\$ 380,000.00
Builders Paving	\$ 409,888.00

J.A. Johnson Paving Company of Arlington Heights, IL recently completed the base reclamation project on S. 37th and S. 38th Avenues and is capable and qualified to complete the project. Construction is anticipated to begin in early May, with substantial completion in early August.

Attachments (please list):

- * Patricia Lane Base Reclamation Project Location Map

Recommendation/Suggested Action (briefly explain):

Recommendation to approve Construction Contract for the Patricia Lane Base Reclamation Project with J.A. Johnson Paving Company in the amount of \$334,702.

**AGENDA ITEM EXECUTIVE SUMMARY**

Agenda Item number: *6.w

Title:

Recommendation to Award the Bid for Liquid Sludge Dewatering

Presenter:

Tim Wilson

Meeting: Government Services Committee

Date: April 22, 2019

Proposed Est. Cost: \$45,080

Budgeted Amount: \$50,000

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

The City of St. Charles requested proposals for Liquid Sludge Dewatering at our Westside Treatment Plant. The work includes having sludge dewatered and trucked to our sludge storage pad at the Westside Treatment Plant. Work will be performed twice, in summer and winter of 2019. Estimated gallons will be in the range from 200,000 to 300,000 each time. All work will be contracted on a per gallon basis.

The City received four bids for Liquid Sludge Dewatering on February 22, 2019. Currently there are only three firms in Northern Illinois that offer this service. Gullett Sanitation Services, the lowest bidder, is based out of Ohio. In a reference check, it was determined that Gullett has successfully completed several similar jobs in the northern Illinois region.

The unit cost provided in the bid of \$0.0575 per gallon is just below the current unit cost paid by the City for the last four years. The Wastewater Division spends approximately \$50,000 annually on sludge dewatering at the Westside wastewater plant. The actual dewatered amount is dependent on seasonal wet weather and customer usage.

Attachments *(please list):*

* Liquid Sludge Dewatering Bid Tab

Recommendation/Suggested Action *(briefly explain):*

Recommendation to award Unit Cost of \$0.0575 per gallon bid to Gullett Sanitation Services Inc. for a one year period beginning May 1, 2019 through April 30, 2020.



BID RESULTS

LIQUID SLUDGE DEWATERING #1026

Bid Opening Date:

Budget:

A formal Invitation to Bid was published in the newspaper on February 1, 2019. Four contractors submitted bids. (Two were new bidders to St. Charles.)

The lowest responsive, responsible bidder was Gullett - a new provider for the city.

Statistics: A bid range of \$47,600. Thus the high bid was 103% higher than the lowest responsive, responsible bidder. The lowest bidder offered the option for additional savings by accepting payment via credit card.

Bidder	MERRELL BROTHERS	DAHM ENTERPRISES	STEWART SPREADING	GULLETT
Responsive Bid?				
2 originals	yes	yes	yes	yes
electronic file	yes	yes	yes	yes
Signatures	yes	yes	yes	yes
Certification of Compliance	yes	yes	yes	yes
References	yes	yes	yes	yes
Equipment List	yes	yes	yes	yes
Cost Analysis:				
cost per gallon	\$ 0.1170	\$ 0.1100	\$ 0.0600	\$ 0.0575
x 400,000 gallons	\$46,800.00	\$44,000.00	\$24,000.00	\$23,000.00
x2 events	\$93,600.00	\$88,000.00	\$48,000.00	\$46,000.00
				\$ (920.00) cc=2%
				\$ 45,080.00
Payment via St Charles Credit card?	no	no	no	yes
Discount?	no	2% 15 days	no	1%/15 (no credit card)

Intent to Award (pending approval): GULLETT

The City wishes to thank all bidders for participating in this solicitation. The City recognizes and appreciates the time and effort your firm put into preparing and submitting your proposal. The City invites you to bid on future solicitations which are posted on the City's website at <https://www.stcharlesil.gov>.

The city of St. Charles is looking for ways to reduce costs and create better returns for our investments. Please advise the City if you have any suggestions that can provide: cost savings; quality improvements; improved resource utilization; versatility; standardization; modification in delivery; inventory or consignment practices; value analysis; or other.



AGENDA ITEM EXECUTIVE SUMMARY

Agenda Item number: 6.x

Title:

Recommendation to Award the Bid for Water and Wastewater Treatment Chemicals

Presenter:

Tim Wilson

Meeting: Government Services Committee

Date: April 22, 2019

Proposed Cost: \$475,784.50

Budgeted Amount: \$500,000

Not Budgeted:

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

The City of St. Charles Water and Wastewater Utilities use a variety of treatment chemicals in their processes. In an effort to gain efficiency and better prices, we have combined the two Utilities treatment chemicals into a single provider.

The City received two bids for treatment chemicals on March 25th, 2019. Hawkins Inc. was the low unit cost vendor. The bid awarded was based on the City's annual average chemical usage for all of our general treatment chemicals that are used in both Water and Wastewater. The reason for unit cost bidding is the City's treatment chemical usage will vary as much as 10% annually due to weather conditions and water usage.

Bid proposals also included an option for a second year contract. The option will be exercised at the sole discretion of the City and approval of the fiscal budget and contractor performance. The second year award will increase by an estimated \$36,100 dependent on actual water and wastewater usage.

Attachments *(please list):*

* Bid Tabulation

Recommendation/Suggested Action *(briefly explain):*

Recommendation to Award Bid of Water and wastewater treatment chemicals unit cost to Hawkins Inc. for a one year period beginning May 1, 2019 through April 30, 2020, and to authorize staff to exercise the optional second year period beginning May1, 2020 through April 30, 2021 based on 2020-2021 budget approval and contractor performance.



Bid Tab

Water & Wastewater Treatment Chemicals #1027

Chemical	Estimate Annual	per	Viking Chemical Company				Hawkins Inc.			
			Year 1		Year 2		Year 1		Year 2	
			5/1/2019 – 4/30/2020		5/1/2020 – 4/30/2021		5/1/2019 – 4/30/2020		5/1/2020 – 4/30/2021	
			Unit cost	Extended Cost	Unit cost	Extended Cost	Unit cost	Extended Cost	Unit cost	Extended Cost
Chlorine Gas	34,000	/lb.	0.35	11,900.00	0.35	11,900.00	0.4	13,600.00	0.415	14,110.00
Hydrofluosilicic Acid	28,000	/lb.	0.29	8,120.00	0.29	8,120.00	0.28	7,840.00	0.29	8,120.00
Sodium Hypochlorite	29,800	/gal.	1.08	32,184.00	1.08	32,184.00	1.12	33,376.00	1.13	33,674.00
Liquid Sodium Permanganate	50,000	/lb.	0.895	44,750.00	0.895	44,750.00	0.81	40,500.00	0.82	41,000.00
Liquid Manganese Sulfate	42,000	/lb.	0.45	18,900.00	0.45	18,900.00	0.465	19,530.00	0.485	20,370.00
Ferric Chloride	280,000	/gal.	1.334	373,520.00		No Bid	1.27	355,600.00	1.39	389,200.00
Sulfur Dioxide	300	/lb.	0.98	294.00	0.98	294.00	0.785	235.50	0.79	237.00
Alum Sulfate	42,000	/lb.	0.135	5,670.00	0.135	5,670.00	0.1361	5,716.20	0.1379	5,791.80
Aqua Hawk 375 or Equal	40	/gal.	8.3	332.00	8.3	332.00	9.67	386.80	9.67	386.80
TOTAL:			495,670.00		TOTAL: Incomplete Bid		TOTAL: 476,784.50		TOTAL: 512,889.60	

Three (3) hour (minimum) annual onsite safety training session: Included in price.

Note: Viking Chemical made a math error on Year #1 Sodium Hypochlorite

**AGENDA ITEM EXECUTIVE SUMMARY**

Agenda Item number: 6.y

Title:

Recommendation to Waive the Formal Bid Procedure and Award Proposal for Well #8 Booster Pumps Replacement

Presenter:

Tim Wilson

Meeting: Government Services Committee

Date: April 22, 2019

Proposed Cost: \$48,740

Budgeted Amount: \$50,000

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

The City has two booster pumps in need of replacement at Well # 8 pumping station located on Ohio Street in the Eastern business park. These pumps are critical to the operation of the water system providing water flow from the ground storage tanks onsite to the water distribution system. The two pumps are part of a larger water treatment plant onsite.

The pumps were pulled for maintenance in December with the intention of rebuilding the pumps. Upon further internal inspection and the manufacturer evaluation of the pumps, it was determined that both of the pumps have heavy internal erosion from long use. The pumps are original equipment dating back to 1965. The repair cost of the pumps is near 70% of the replacement value. Furthermore, the manufacturer would not guarantee that the repaired pumps would operate at their full capabilities.

Booster Pump A:

Rebuild Estimate - \$16,665

Replace Estimate - \$21,350

Booster Pump D:

Rebuild Estimate - \$19,540

Replace Estimate - \$27,390

The full pump replacement of the pump equipment will provide the City with a extend life. In addition, the City will also receive a one year warranty on the parts and labor associated with this project. Due to the pumps being a single source of purchase, the department is requesting to waive the formal bid procedure for the pump replacement.

The City's final recommendation is to waive the formal bid procedure and award the purchase order to Layne Christensen Company to replace the two pumps at the Well #8 Pump Station.

Attachments *(please list):*

* Bid Waiver Form * Layne Proposal & Inspection Report

Recommendation/Suggested Action *(briefly explain):*

Recommendation to waive the formal bid procedure and award proposal to Layne Christensen Company for the replacement of two booster pumps in the amount of \$48,740.

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:

*Layne Christensen Company
721 W. Illinois Avenue
Aurora, IL 60506*

For the purchase of: *Replacement of two booster pumps*

At a cost not to exceed: **\$48,740**

Reason for the request to waive the bid procedure:

The City has two booster pumps in need of replacement at Well # 8 pumping station located on Ohio Street in the Eastern business park. These pumps are critical to the operation of the water system providing water flow from the ground storage tanks onsite to the water distribution system. The two pumps are part of a larger water treatment plant onsite.

The pumps were pulled for maintenance in December with the intention of rebuilding the pumps. Upon further internal inspection and the manufacturer evaluation of the pumps, it was determined that both of the pumps have heavy internal erosion from long use. The pumps are original equipment dating back to 1965. The repair cost of the pumps is near 70% of the replacement value. Furthermore, the manufacturer would not guarantee that the repaired pumps would operate at their full capabilities.

Booster Pump A:

Rebuild Estimate - \$16,665

Replace Estimate - \$21,350

Booster Pump D:

Rebuild Estimate - \$19,540

Replace Estimate - \$27,390

The full pump replacement of the pump equipment will provide the City with a extend life. In addition, the City will also receive a one year warranty on the parts and labor associated with this project. Due to the pumps being a single source of purchase, the department is requesting to waive the formal bid procedure for the pump replacement.

Other Quotations Received: NONE

Date: 04/22/2018

Requested by: Tim Wilson → 

Department Director: _____

Purchasing Manager: _____



Layne Christensen Company
721 W. Illinois Avenue
Aurora, IL 60506

630/897-6941
graniteconstruction.com

February 15, 2019

Mr. Matt Wilson
Water Division Manager
City of St. Charles
2 E. Main Street
St. Charles, IL 60174-1984

Re: Well 8 Boosters A & D

Mr. Wilson:

The subject split case horizontal booster pumps have been removed and inspected. Please reference the attached Pump Inspection Report.

Per the report, both pumps have heavy internal erosion. Both are eligible for rebuild but both will require significant epoxy patching as well as component replacements. Given the condition of both pumps' seal journals, Layne cannot guarantee that the seals will not leak after rebuild. As always, you are not only welcome but encouraged to come visit our Aurora shop to look the pumps over with us.

Booster A	
Estimate to rebuild A	\$16,665
New Aurora Model 411 5 x 6	\$21,350
Booster D	
Estimate to rebuild D	\$19,540
New Aurora Model 411 6 x 8	\$27,390

Freight and handing are included on the new equipment quotes.
Estimated delivery for each new pump is 10 to 12 weeks.

Thank you for the opportunity to perform this work and to provide these quotes. If you have any questions or comments, please do not hesitate to contact me.

Layne Christensen Company

William Balluff, P.E.
Senior Project Manager



721 WEST ILLINOIS AVE.
 AURORA, IL 60506
 630.897.6941 PHONE
 630.897.6976 FAX

CITY OF ST CHARLES
 WELL #8 BOOSTERS A & D PUMP
 INSPECTION REPORT

JOB NAME	St. Charles Boosters A & D		DATE	2/15/19
JOB NO.	52239	INSPECTED BY	B. Balluff, J. Poppen	

MOTOR

Motor Observations

Both the A & D motors were removed and turned over to the City for inspection/repairs by others.

BOOSTER A		
		
Booster A in Layne shop	Lower body after sandblast	Heavy pitting in shaft bearing journal
		
Heavy erosion at seal journals	Rotating unit	Mechanical seal in very poor condition

Booster A Observations

The interior of the boosters cast iron split cases are heavily pitted. Key bearing and journal areas are in poor condition with pitting/erosion. The rotating assembly is in fair condition but has not yet been disassembled pending the possibility of replacing the unit with new. Consequently, the impeller shaft has not yet been inspected. The mechanical seals are in very poor condition.

Bowl Assembly Recommendations

The booster can be rebuilt but will require extensive epoxy patching, custom wear rings, new sleeves, and, most likely, new impeller shaft. With best machine practice, it is not a certainty that the seal journals will not leak. Investigate comparative cost between rebuild and new unit..

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721 WEST ILLINOIS AVE.
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CITY OF ST CHARLES
 WELL #8 BOOSTERS A & D PUMP
 INSPECTION REPORT

BOOSTER D



Booster D in Layne shop



Heavy pitting on interior of castings



Heavy pitting in shaft bearing journal



Extreme pitting and erosion at seal journals.



Rotating unit.



Mechanical seal in poor condition

Booster D Observations

The interior of the boosters cast iron split cases are heavily pitted. Key bearing and journal areas are in poor condition with pitting/erosion. The rotating assembly is in fair condition but has not yet been disassembled pending the possibility of replacing the unit with new. Consequently, the impeller shaft has not yet been inspected. The mechanical seals are in very poor condition.

Booster D Recommendations

The booster can be rebuilt but will require extensive epoxy patching, custom wear rings, new sleeves, and, most likely, new impeller shaft. With best machine practice, it is not a certainty that the seal journals will not leak. Investigate comparative cost between rebuild and new unit.



MODEL 411



MODEL 413

AURORA® 410 SERIES SINGLE STAGE SPLIT CASE PUMPS

AURORA® 410 SERIES

Single Stage Split Case Pumps

Capacities to 15000 GPM (3407 m³/hr)
 Heads to 663 Ft. (202 m)
 Temperatures to 275°F (135°C)

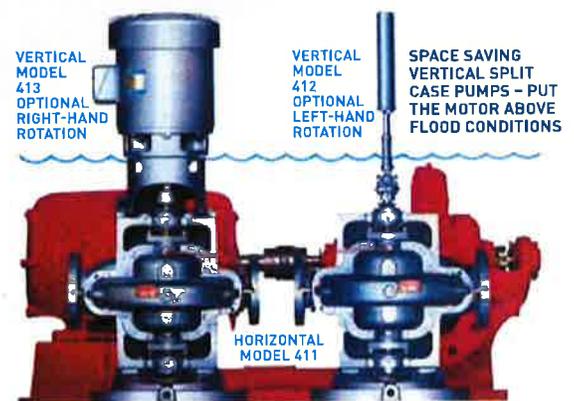
Introduction

The horizontal split case pump has long been used for the handling of liquids where the utmost in reliability and accessibility is paramount. Billions of gallons of liquid have been pumped by split case double suction pumps and billions more will be pumped considering the rapid industrial, agricultural and commercial expansion. The Aurora 410 Series pumps make a significant contribution to the customer requirements for pumps on this type of service. The 410 Series is a modern design based on Aurora's over 90 years of experience with the design, sales and manufacturing of split case pumps. Look through this brochure and see what real accomplishments can be made when an imaginative approach is taken to the customer's problem of moving liquids within a piping system.

Model 411 is horizontally baseplate mounted with a driver flexibly coupled to the pump. This design is recommended where floor space is readily available and where flooding of the installation is not possible.

Model 412 is vertically mounted and uses flexible shafting between the driver and the pump. This model is frequently used on difficult applications where flooding of the installation is a possibility.

Model 413 is vertically mounted with an elevated driver coupled directly to the pump through a flexible coupling. Model 413 is very popular for installations where available floor space is limited and where possible flooding is marginal.



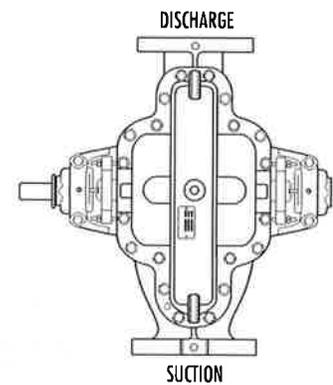
Pump Features

Standard Features

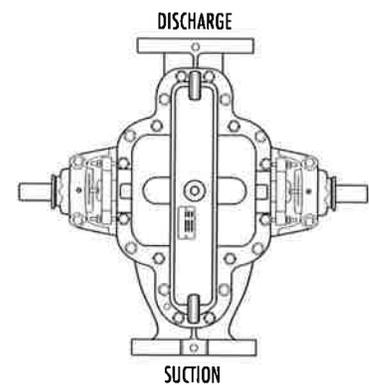
- Bronze fitted pump construction
- Bronze shaft sleeves
- Dynamically balanced impellers
- Bronze case wearing rings
- Twin volute on 10" and larger pumps
- Stainless steel impeller key
- Regreaseable ball bearings
- Single row ball bearing (inboard)
- Double row ball bearing (outboard)
- Mechanical seals...single unbalanced (Models 412 and 413)
- Graphite and TFE lubricated acrylic packing
- Internal bypass between casing and stuffing box
- 125# ASA flanges
- 250 psi case working pressure
- Carbon steel shaft
- Stuffing box bushings
- Lifting lugs
- Hydrostatic test
- Cast integral bearing arms
- Water slingers and grease seals

Optional Features

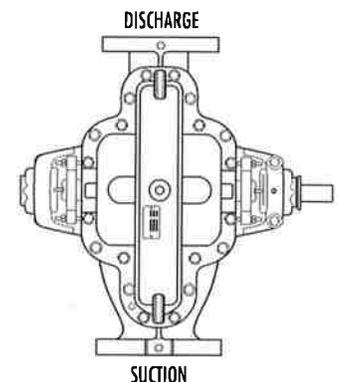
- All iron, all bronze or special alloy pump construction
- Hardened 440C stainless steel shaft sleeves (packing only)
- 316 stainless steel shaft sleeves (mechanical seal)
- Impeller wearing rings
- Oil lubricated ball bearings (Model 411 horizontal pump)
- Mechanical seals
 - single unbalanced (Model 411)
 - single balanced (all models)
- Stainless steel or Monel[®] shaft
- External bypass between casing and stuffing box (Model 411)
- Steel drip rim, formed steel or fabricated steel bases
- Double extended shaft (Model 411)
- Right- or left-hand rotation
- Certified performance test
- Packing with lantern ring (Model 411)
- 250# ASA suction and discharge flanges
- Bottom suction or chairmounted pumps
- Water cooled cartridge caps



**STANDARD
RIGHT HAND ROTATION**

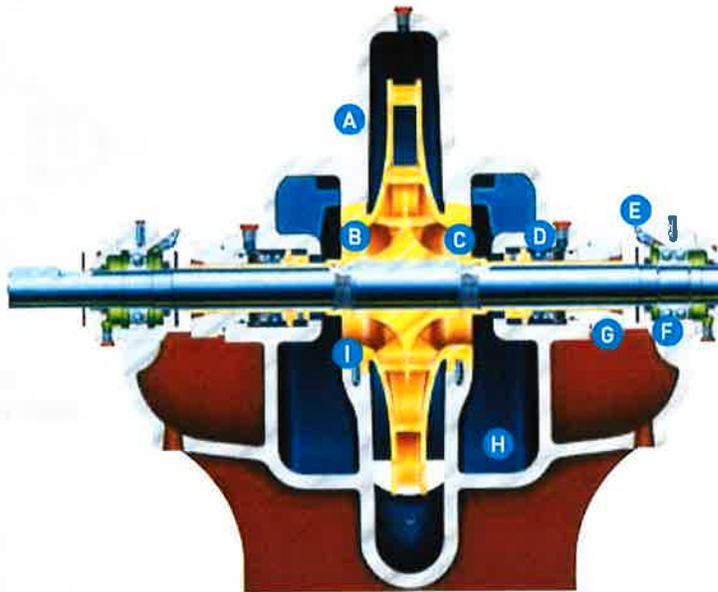


**OPTIONAL DUAL DRIVE
RIGHT HAND ROTATION**



**OPTIONAL
LEFTHAND ROTATION**

Horizontal Pump Features



A. Split Case Design

simplifies disassembly. The suction and discharge piping and alignment is not disturbed. Simply remove the upper casing for service or inspection. Cast lifting lugs are provided. Computer-machined major components with 360 degree registered fits assure concentricity of all parts. Twin volute design balances out radial hydraulic thrust loads on larger split case pumps (see Range Charts).

B. Dynamically Balanced Impeller

is keyed to the shaft and secured by adjustable shaft sleeves. Double suction design balances out hydraulic thrust loads. Vacuum cast process and proven design provides high efficiency and performance.

C. Bronze Shaft Sleeve

prevents shaft wear, is slip fit over the shaft, keylocked and extends the entire length of each stuffing box. Shaft sleeves and impeller are O-ring sealed to eliminate corrosion of the shaft by the pumped liquid. This eliminates the need for high cost, special stainless steel or Monel[®] shafts.

D. Interchangeable Stuffing Box

for mechanical seals or packing. Packing is standard on horizontal pumps. Optional lantern rings have internal water seal passages between the casing and stuffing box and cannot be damaged. Mechanical seals have carbon against ceramic face. Long life is assured with 303 stainless steel metal parts and Buna-N elastomers. Several optional mechanical seals are available.

E. Grease Lubrication

purges old grease from bearing. Oil lubrication is optional on horizontal pumps. Lube fittings are conveniently located for quick access and provide positive bearing lubrication. Oil seals and nonsparking neoprene rotating slingers protect both bearings during pump operation and washdowns.

F. Bearings

selected for 50,000 hour minimum life at maximum load. Average bearing life 5 x minimum. Double row thrust ball bearing is standard on all models. Short bearing span holds shaft deflection to .002" at face of stuffing box at maximum load. Integral bearing arms eliminate bearing misalignment and simplify service.

G. Left-Hand Rotation

can be readily provided with standard parts. Tandem drive pumps require only a different shaft.

H. Certified Performance

with positive suction pressure or with a suction lift is available on each pump for customer approval. Pumps are all hydrostatically tested.

I. Case Wearing Rings

and throttle bushings prevent wear on the pump casing and are easily and inexpensively replaced.

Vertical Pump Features

Key Features

A. Coupling Alignment

with true alignment is vital to long life and proper performance. To maintain proper coupling alignment, the mounting bracket is rabbet fitted to the motor.

B. Mechanical Seals

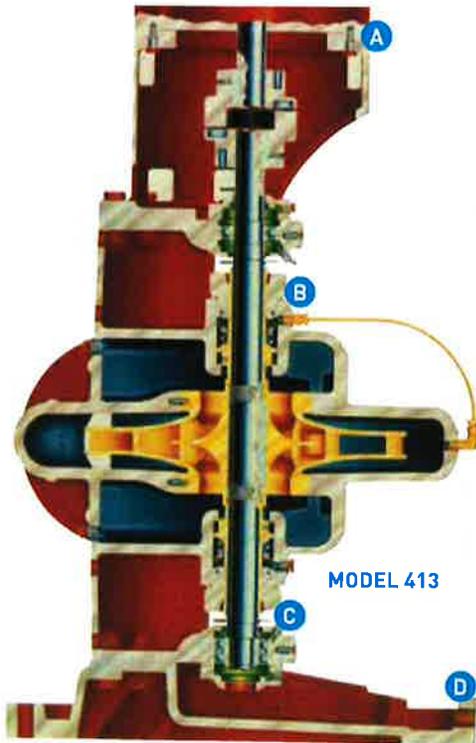
Standard construction includes carbon against ceramic face for optimum hot water performance. Long life is also assured with 303 stainless steel metal parts and Buna-N elastomers.

C. Bearing Protection

Grease seals and water slingers are provided to protect the bearings from contamination. This important feature is also standard on horizontal pumps.

D. Cast Iron Drip Rim Base

Accurate positioning of the pump is assured by the mounting base. A drip rim is incorporated in the base design to control condensation and leakage.



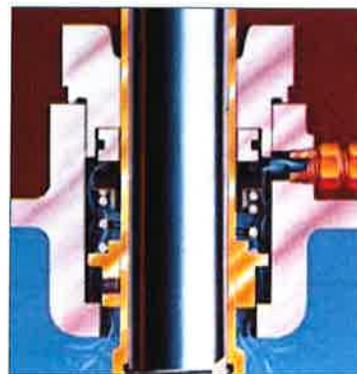
Benefits

Go vertical and put two pumps where only one horizontal would fit.

Aurora's[®] space saving vertical split case pumps have long been recognized for their reliability. This reputation in the field of vertical installations has been re-emphasized since the introduction of the Model 413 as pumps of unmatched quality.

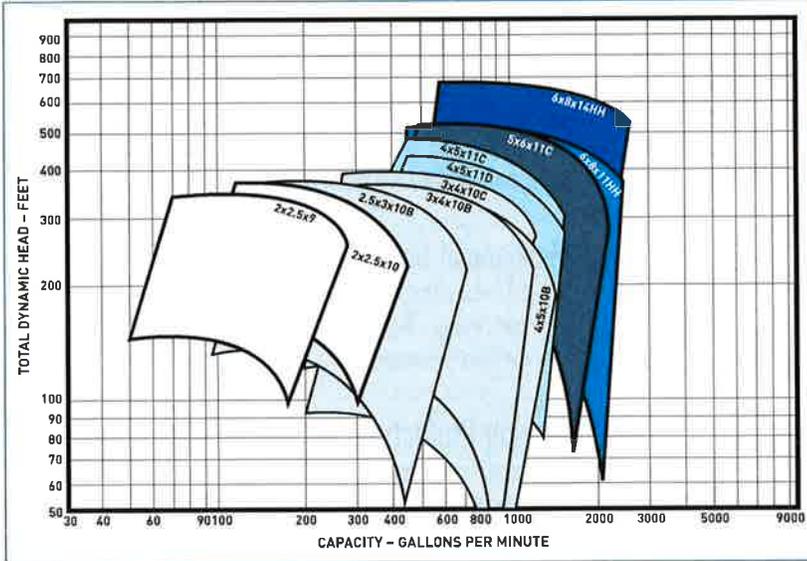
Vertical pumps provide distinct advantages over horizontal pump construction.

- Less floor space required.
- Inline piping arrangement allows piping in any direction.
- Elevated motor protects against potential flooding if the pump station is in a low area. Additional features described for the horizontal pumps are also found in the vertical pumps. There are several features unique only to Model 413.



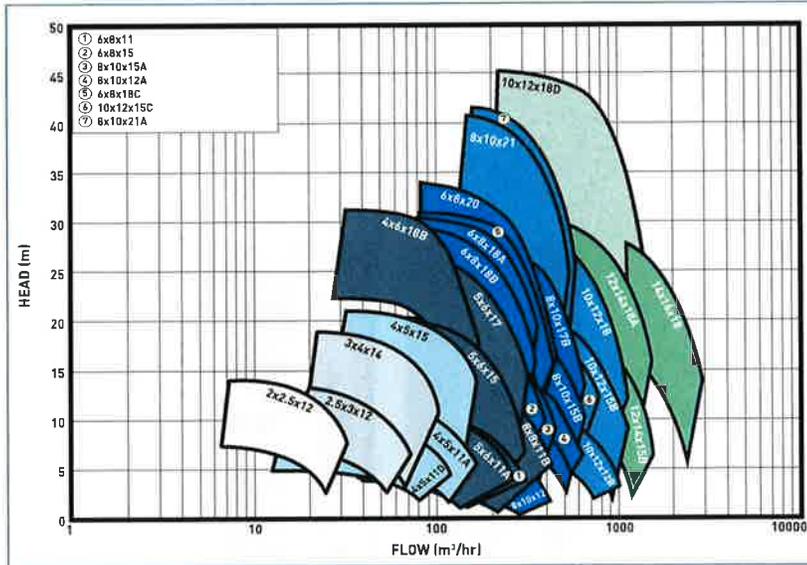
EXTERNAL UPPER SEAL FLUSH

Range Charts



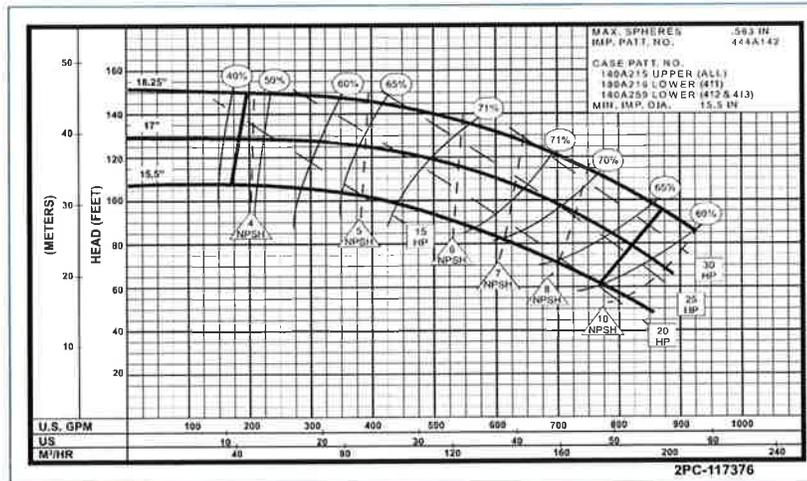
Single Volute 3500 RPM

Individual performance curves should be checked for final selection. For selections not shown on this chart, please refer to the factory.



1000 RPM

Individual performance curves should be checked for final selection. For selections not shown on this chart, please refer to the factory.



Performance Curves

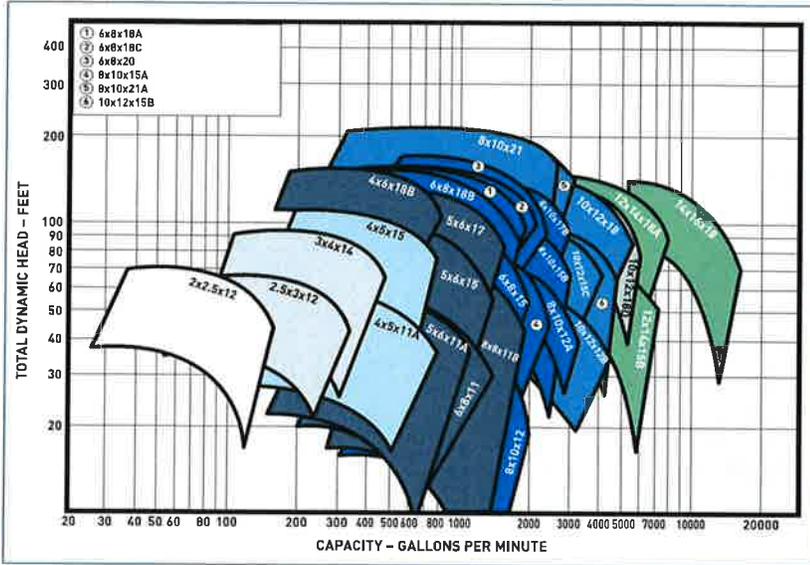
The individual curve for the size pump selected is found in the catalog. These performance curves give complete operating characteristics, efficiency, horsepower and N.P.S.H. required. Horsepower lines on these curves are based on specific gravity of 1.0. To obtain the horsepower for a liquid of a different specific gravity, multiply the horsepower obtained from the curves by the specific gravity of that liquid. The performance curve illustrated to the left is typical of the individual curves readily available for each pump size.

Range Charts

1150 RPM

Individual performance curves should be checked for final selection. For selections not shown on this chart, please refer to the factory.

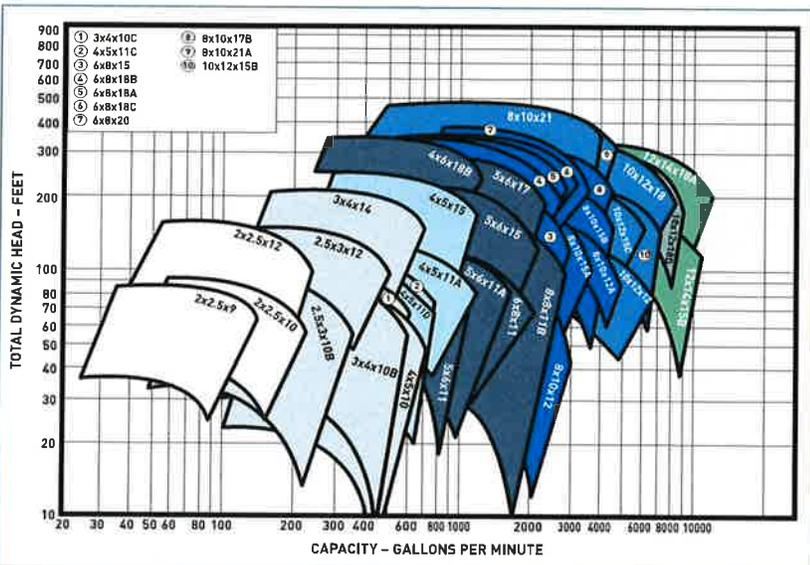
	Power Frame No. 1		Power Frame No. 5
	Power Frame No. 2		Power Frame No. 6B
	Power Frame No. 3		Power Frame No. 7
	Power Frame No. 4		Power Frame No. 7A



1750 RPM

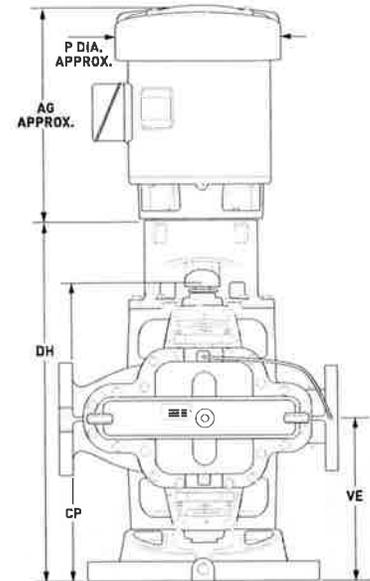
Individual performance curves should be checked for final selection. For selections not shown on this chart, please refer to the factory.

	Power Frame No. 1		Power Frame No. 5
	Power Frame No. 2		Power Frame No. 6B
	Power Frame No. 3		Power Frame No. 7
	Power Frame No. 4		Power Frame No. 7A

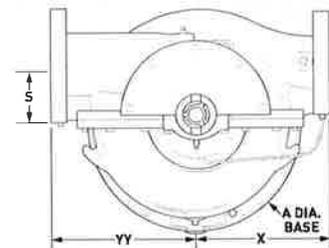
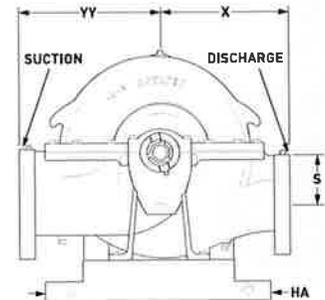


Pump Dimensions

Pump Size	Disch.	Suction	Bore	Pwr. Series	Pump Wgt. (lbs.)		A	D**	S	X	CP	HY	VF	YY
					411	413								
2x2.5x9	2	2-1/2	9	1	145	215	18	7	3-1/2	8-1/2	21	4-1/2	11-1/8	9
2x2.5x10	2	2-1/2	10		145	215	18	7	3-1/2	8-1/2	21	4-1/2	11-1/8	9
2x2.5x12	2	2-1/2	12		175	260	18	8	4	10	21	4-1/2	11-1/8	10-3/4
2.5x3x10	2-1/2	3	10	2	215	300	18	8	4	9-3/4	24	5-1/2	13	10
2.5x3x12	2-1/2	3	12		255	360	18	9	4-1/2	11	24	5-1/2	13	11-1/2
3x4x10	3	4	10		260	365	18	9	4-1/2	10	24	5-1/2	13	11
3x4x14	3	4	14	3	310	435	18	10	5	12	24	5-1/2	13	13
4x5x10	4	5	10		330	465	18	9	4-5/8	10	24	5-1/2	13	11-1/4
4x5x11	4	5	11		390	435	22	10	5	11-1/4	26	6-1/2	14	12-3/4
4x5x15	4	5	15	4	415	490	22	11	5-1/2	13	26	6-1/2	14	14
4x6x18	4	6	18		560	780	22	12-1/2	6-1/4	14	29	6-1/2	15	16
5x6x11	5	6	11		455	580	22	11	5-1/2	11-1/4	29	6-1/2	15	13-1/4
5x6x15	5	6	15	5	530	735	22	12-1/2	6-1/4	13-1/4	29	6-1/2	15	15
5x6x17	5	6	17		635	855	22	12-1/2	6-1/4	14	29	6-1/2	15	15
6x8x11	6	8	11		520	650	22	12-1/2	6-1/4	11-3/4	29	6-1/2	15	14-1/2
6x8x15	6	8	15	6B	605	835	22	12-1/2	6-1/4	12	29	6-1/2	15	14-1/2
6x8x18	6	8	18		990	1095	22	13-3/16	8-5/8	10	32-3/4	8-1/2	17-1/8	15
6x8x20	6	8	20		1190	1410	30	13-3/16	7-1/2	15	36-3/4	8-1/2	19-7/16	17
8x10x12	8	10	12	7A	585	735	30	13-1/2	6-3/4	14-1/4	32	7-1/2	17	16-3/4
8x10x15	8	10	15		800	1020	30	14-3/4	8	16	32	7-1/2	17	18
8x10x17	8	10	17		875	1095	30	14-3/4	8	15-3/4	32	7-1/2	17	18
8x10x21	8	10	21	7	740	925	30	14-3/4	8*	17	32	7-1/2	17	17-3/4
10x12x12	10	12	12		835	1040	30	14-3/4	8*	17	32	7-1/2	17	17-3/4
10x12x15	10	12	15		865	1085	30	14-3/4	8	17	32	7-1/2	17	17-3/4
10x12x18	10	12	18	7	955	††	††	18-1/2	9-1/2	18	38	11-1/2	-	21
10x12x18D	10	12	18D		1325	1575	40	23	12	16	38	11-1/2	-	19
12x14x15	12	14	15		1390	††	††	25	13-1/2	17	38	11-1/2	-	20
12x14x18	12	14	18	7	1725	††	††	25	13-1/2	18	38	11-1/2	-	22
14x16x18	14	16	18		1920	††	††	25	12-1/4	20	42-15/16	11-1/2	-	24
					2000	††	††	24	15	17	44	11-1/2	-	22
				7	2100	††	††	24	15	18	44	-	-	23
					2850	††	††	29-1/4	16	22	44	-	-	27



MODELS 412 AND 413



MODEL 411

Models 412 and 413

DH	Pwr. Series	1	2	3	4	5
		Up to 256 hp	26	30	33	35
CP	284 hph and up	28	32	35	37	41
		23	27	29	31	35

Notes - Apply to all models:

* Add 1" for true discharge center line.

** Always use largest of 3 TD dimensions.

† These pump sizes are available in a vertical, clean mount configuration.

†† Models 412 and 413. See any actual dimensions page for complete dimensions and weights.

Engineering Specifications

Models 411, 412 and 413 Split Case Base Mounted

Furnish and install as shown on the plans ____ Right-hand (Left-hand) Aurora® Model (Horizontal – 411) (Vertical – 412 Open Shaft) (Vertical – 413 Flexible Coupled) type Split Case, Double Suction, Single Stage centrifugal pump, size ____x____x____ of bronze fitted (all bronze) (all iron) (stainless steel) construction. The pump shall be capable of delivering at design conditions a capacity of ____ GPM when operating against a Total Dynamic Head of ____ feet, with a temperature of ____ °F, specific gravity _____. Pump shall have minimum guaranteed efficiency at design capacity of ____%. Pump must also be capable of delivering a maximum of ____ GPM when operating against a head of ____ feet, and at this condition shall have a minimum efficiency of ____%. Minimum shut-off head acceptable will be ____ feet. Pump shall operate at a maximum synchronous speed of ____ RPM.

A unit operating at a lesser rotative speed will be considered, but in no event will a pump operating at more than the maximum speed specified be acceptable. The pump casing halves shall be of the inline piping design and will be constructed of Class 30 cast iron having a minimum tensile strength of 30,000 psi and shall be of sufficient thickness to withstand stresses and strains at full operating pressures.

Casings shall be subject to a hydrostatic pressure test at 150% of the specified duty point. Bearing housing supports, suction and discharge flanges shall be integrally cast with the lower half of the casing. Removal of the upper half of the casing must allow the rotating element to be removed without disconnecting the suction and discharge flanges. The upper casing is to be dowel aligned to the lower casing.

Pump sizes 10" and larger are to be of the twin volute design. Drain openings must be provided in the bearing arms for removal of

lubricating liquid. Impeller shall be of the enclosed double suction type and shall be vacuum cast bronze (____). Impeller shall be dynamically balanced and securely fastened to the shaft by key and screw locked shaft sleeves. The vanes shall be designed to reduce noise. The pump shaft shall be made of high grade SAE 1045 steel or equal, accurately machined to give a true running rotating element. The minimum dia. acceptable will be ____". The shaft shall be protected from wear by bronze (____) sleeves which are key locked and threaded so that the sleeves tighten with the rotation of the shaft. Buna O-rings must be provided between the impeller hub and the shaft sleeves to prevent pumped liquid from corroding the shaft.

Pump shall be equipped with easily renewable bronze (____) casing rings (impeller wearing rings) so designed that hydraulic pressure will seat them against a shoulder in the pump case around the full periphery of the wearing ring. The wear rings will be locked in place by the doweling to prevent rotation. The rotating element shall be mounted in heavy duty grease lubricated ball bearings and shall be equipped with water strainers on side next to pump glands.

Bearing housings shall be so designed to flush lubricant through and provide continuous cleaning of bearing surfaces and maximum protection against overheating. The pump shall be supplied with a single row inboard bearing primarily for radial loads and double row outboard bearing primarily for thrust loads. Both bearings shall be regreaseable lubrication ball type, designed for 250,000 hours average life. Each bearing shall be mounted in a machined housing that is moisture- and dust-proof. The housing shall have registered fits to assure alignment, pinned to prevent rotation and bolted to the bearing arms. Each housing shall be supplied with a grease fitting and a plugged relief port.

Engineering Specifications

Model 411

Stuffing boxes shall be placed on both sides of the pump centerline to seal the pump shaft. All packed pumps having a suction lift shall be provided with lantern rings connected to the pressure side of the pump by cored passages in the parting flange of the pump. The stuffing boxes shall be equipped with heavy, cast, split glands with extra length, for easy removal for packing inspection and maintenance. Pump and motor shall be mounted on a common heavy baseplate of (steel with drip rim) (formed steel) (structural steel). Pump and motor must be checked for alignment after the pump base has been installed and grouted in place, in accordance with the standards of the Hydraulic Institute. There shall be no strain transmitted to the pumps.

Models 412 and 413

Mechanical seal boxes shall be placed on both sides of the pump centerline to seal the pump shaft. Each pump is to be furnished with mechanical seals with all metal parts to be 303 stainless steel with Buna-N elastomers, ceramic seat, and carbon washer. A bypass line must be provided for the upper seal between the seal faces and the discharge flange to assure adequate venting of the seal chamber and to provide lubrication. All pumps shall be provided with cored passages in the parting flange of the pump to provide additional circulation to both seals. The mechanical seal boxes shall be equipped with heavy, cast, one piece O-ring sealed glands. The pump shall be supported by a cast iron drip rim base.

Model 412

Vertical open shaft pumps are to be driven through flexible shafting with dia. tubing and intermediate bearings. Shafting must be of sufficient size to transmit required HP and must be provided with a slip spline which will permit removal of the pump rotating assembly without removing any section of intermediate shafting, bearings, suction or discharge piping.

Model 413

Vertical flexible coupled pumps shall be furnished with a cast iron motor bracket which is to be bolted to the vertical casing. The motor bracket must be machined with a register fit to ensure proper alignment of motor and pump shaft.

Models 411 and 413

The pumps shall be flexible coupled to a standard (horizontal) (vertical) NEMA, ____ HP, ____ phase, ____ Hertz, ____ volts, ____ RPM (drip-proof) (tot. encl.) (hazardous location) motor.



800 AIRPORT ROAD, NORTH AURORA, ILLINOIS 60542 WWW.AURORAPUMP.COM

Morlok is a registered trademark of Special Metals Corporation.

AurorPak is a registered trademark of Pentair Ltd.

Because we are continuously improving our products and services, Pentair reserves the right to change specifications without prior notice.

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AGENDA ITEM EXECUTIVE SUMMARY

Agenda Item number: *6.z

Title:

Recommendation to Award Agreement for Engineering Services for Capacity, Management, Operations, and Maintenance (CMOM) Phase 1 Flow Monitoring

Presenter:

Tim Wilson

Meeting: Government Services Committee

Date: April 22, 2019

Proposed Cost: \$59,903

Budgeted Amount: \$80,000

Not Budgeted:

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

The approach of the EPA approved Capacity, Management, Operations, and Maintenance (CMOM) Program was to divide the sewer collection system into 12 sub-basins. Each sub-basin was divided into three phases, each phase lasting one year. The first year for this sub-basin consists of infiltration and inflow sewer flow monitoring; the second year of the project would include a sewer system evaluation survey; the final year of the sub-basin would include rehabilitation.

As detailed in the CMOM plan, City Staff is requesting to continue the Flow Monitoring Program in Sub-basin SCO5. Sub-basin SCO5 was selected as the area this year due to the age of the infrastructure. Along with the CMOM goal of reducing infiltration and inflow, the Flow Monitoring Program this year will also be evaluating the local trunk sewer main to determine capacity.

The Sub-basin is generally located between Reserve Subdivision to the north, Fox River to the east, Timbers Trail to the south, and Randall Rd to the west. Flow monitoring will include 6 flow monitors for an eight week period of time while local weather data is collected. At the completion of Phase I (flow monitoring), recommendations will be made for Phase II, which is the Sewer System Evaluation Survey.

Attachments *(please list):*

* SCO5 Area Map * EEI Agreement for Consulting Engineering Services

Recommendation/Suggested Action *(briefly explain):*

Recommendation to award Agreement for Engineering Services for East Interceptor Monitoring Study to Engineering Enterprises Inc. for a not to exceed amount of \$59,903.

Basin	Number of Manholes	Total Sanitary Main (LF)
R3-A	73	18,871
R3-B	56	11,649
R3-C	80	14,685
T1-A	44	14,500
T1-B	62	8,051
T1-C	51	13,114

Legend

- PROPOSED FLOW MONITORS
- MANHOLE

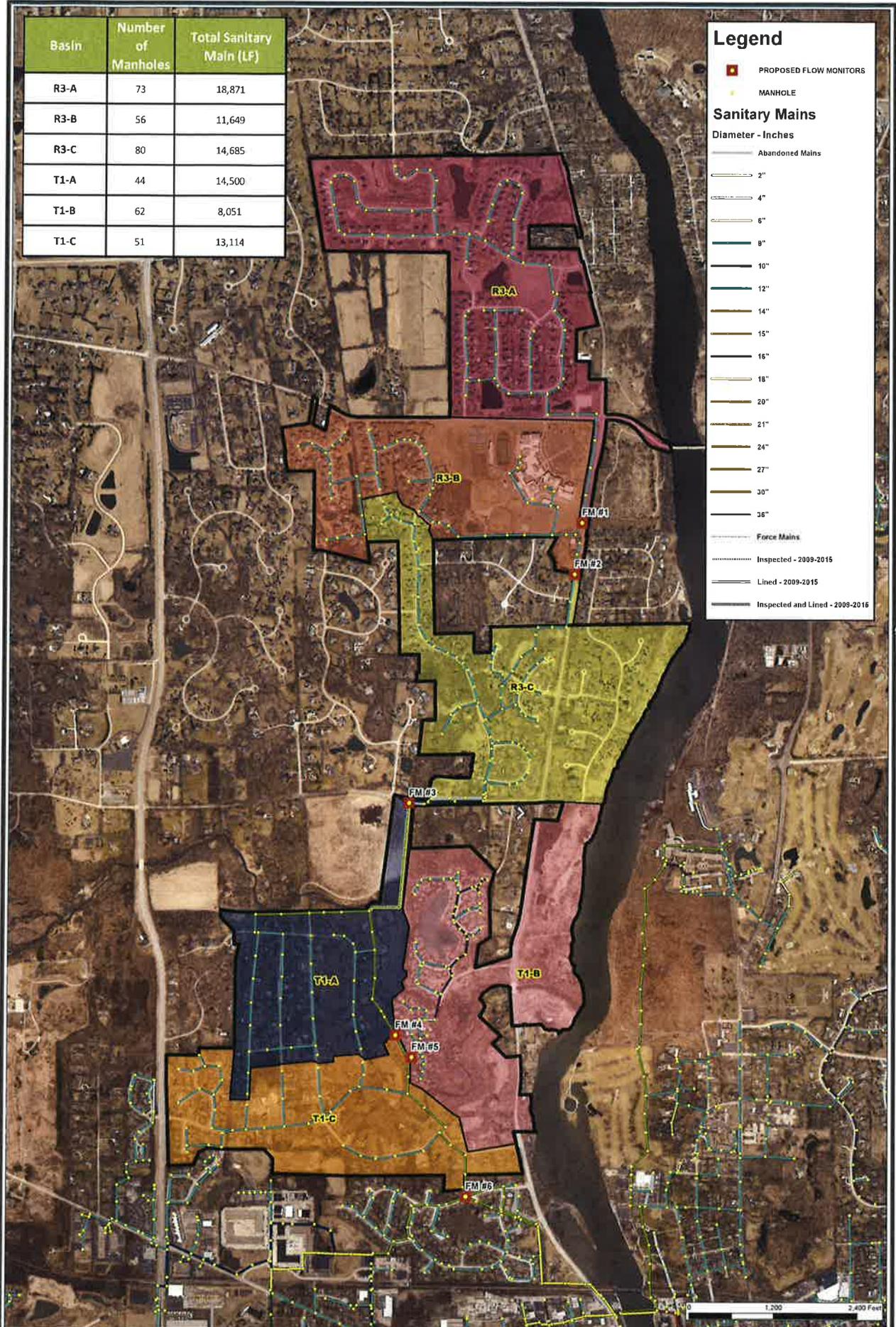
Sanitary Mains

Diameter - Inches

- Abandoned Mains
- 2"
- 4"
- 6"
- 8"
- 10"
- 12"
- 14"
- 15"
- 16"
- 18"
- 20"
- 21"
- 24"
- 27"
- 30"
- 36"

Force Mains

- Inspected - 2009-2015
- Lined - 2009-2015
- Inspected and Lined - 2009-2015





Engineering Enterprises, Inc.

February 6, 2019

Mr. Tim Wilson
Public Works Manager - Environmental Services
City of St. Charles
Two East Main Street
St. Charles, IL 60174

Re: *SCO5-R3 & T1 Flow Monitoring (Phase 1)*
City of St. Charles, Kane & DuPage Cos., IL

Dear Mr. Wilson:

In accordance with your request, enclosed for your review and consideration are two copies of our proposed agreement for the Subbasin SCO5-R3 & T1 Flow Monitoring within the City's sanitary sewer network. Flow monitoring of the SCO5-R3 & T1 Subbasin is part of the City's overall Inflow and Infiltration Reduction Program. Inflow & Infiltration (I/I) investigations are meant to delineate problematic areas of the system that are prime candidates for further sewer system evaluation work and appropriate rehabilitation.

The attached agreement includes a detailed scope of services, estimate of level of effort and associated cost, and schedule for the project. We are proposing to provide our professional engineering services on a time and materials basis for a not-to-exceed cost of \$59,903. Our proposed schedule is to conduct flow monitoring from May through early July. We will complete the data analysis through the end of summer and complete the report in the fall.

The flow monitoring for the SCO5-R3 & T1 Subbasin was recommended for the City as part of the Capacity, Management, Operations, and Maintenance (CMOM) Plan written for the City in February 2016. Additional sewer system evaluation work and actual rehabilitation of the SCO5-R3 & T1 sewer system is scheduled for calendar years 2020 and 2021, respectively. The scope and cost of the rest of the 15-year long, multiphase I/I reduction program can be found in Table No. 3-3 of the February 2016 CMOM plan.

Mr. Tim Wilson
February 6, 2019
Page 2

We look forward to continuing our outstanding partnership with the City and look forward to working with you and members of your staff on this project. If you have any questions or require any additional information, please do not hesitate to contact me.

Respectfully submitted,

ENGINEERING ENTERPRISES, INC.



Jeffrey W. Freeman, P.E., CFM, LEED AP
Vice President

JWF/anu

Enclosures

pc: Peter Suhr – Director of Public Works (Via E-mail)
Chris Adesso – Assistant Director of Public Works, Operations (Via E-mail)
STD, ANU, DMT & ARS – EEI (Via E-mail)

**AGREEMENT FOR CONSULTING ENGINEERING SERVICES FOR
SUBBASIN SCO5-R3 & T1 FLOW MONITORING**

This Agreement, made this _____ day of _____, 2019 by and between the City of St. Charles, Kane and DuPage Counties, Illinois, a municipal corporation of the State of Illinois (hereinafter referred to as the "CITY") and Engineering Enterprises, Inc. of 52 Wheeler Road, Sugar Grove, Illinois, 60554 (hereinafter referred to as the "ENGINEER").

In consideration of the mutual covenants and agreements contained in this Agreement, the CITY and the ENGINEER agree, covenant and bind themselves as follows:

1. Services: ENGINEER agrees to perform for the CITY the Services defined within Attachment A.
2. Direction: The Public Works Manager - Environmental Services, or his written designee, shall act as the CITY'S representative with respect to the Services to be provided by the ENGINEER under this Agreement and shall transmit instructions and receive information with respect to the Consulting Engineering Services.
3. Compensation: The work items, estimated staff time, and projected fees for each work item are summarized within Attachment B. Based on this computation, the CITY agrees to pay the ENGINEER for providing the Services set forth herein on a time and materials basis not-to-exceed an amount of \$59,903.
4. Term: The term of this Agreement shall be active through November 30, 2019 unless otherwise extended through written confirmation by both parties. The work items and phases shall be completed in accordance with the schedule defined within Attachment C.
5. Payment: Engineer shall invoice the CITY on a monthly basis for Services performed and any costs and expenses incurred during the previous thirty (30) day period. The CITY shall pay the ENGINEER within thirty (30) days of receipt of said invoice.
6. Termination: This Agreement may be terminated upon fourteen (14) days written notice of either party. In the event of termination, the ENGINEER shall prepare a final invoice and be due compensation calculated as described in paragraph 3 for all costs incurred through the date of termination.
7. Documents: All related writings, notes, documents, information, files, etc., created, compiled, prepared and/or obtained by the ENGINEER on behalf of the CITY for the Services provided herein shall be used solely for the intended project.
8. Notices: All notices given pursuant to this Agreement shall be sent Certified Mail, postage prepaid, to the parties at the following addresses:

The CITY:

City of St. Charles
Two East Main Street
St. Charles, IL 60174
Attn: Tim Wilson
Public Works Manager -
Environmental Services

The ENGINEER:

Engineering Enterprises, Inc.
52 Wheeler Road
Sugar Grove, IL 60554
Attn: Jeffrey W. Freeman, P.E. CFM, LEED AP
Vice President

9. Waiver: The failure of either party hereto, at any time, to insist upon performance or observation of any term, covenant, agreement or condition contained herein shall not in any manner be constructed as a waiver of any right to enforce any term, covenant, agreement or condition hereto contained.
10. Amendment: No purported oral amendment, change or alteration hereto shall be allowed. Any amendment hereto shall be in writing by the governing body of the CITY and signed by the ENGINEER.
11. Succession: This Agreement shall ensure to the benefit of the parties hereto, their heirs, successors and assigns.

IN WITNESS WHEREOF, we have hereunto signed our names the day and year first above written.

CITY OF ST. CHARLES

ENGINEERING ENTERPRISES, INC.:

Mayor

Jeffrey W. Freeman

Vice President

ATTEST:

ATTEST:

Title: _____

Dilmar Anderson

Administrative Assistant

ATTACHMENT A – SCOPE OF SERVICES
SUBBASIN SCO5-R3 & T1 FLOW MONITORING (PHASE 1)
INFLOW AND INFILTRATION REDUCTION PROGRAM
City of St. Charles, Kane and DuPage Cos., IL

Introduction

The Subbasin SCO5-R3 & T1 flow monitoring phase will help delineate inflow and infiltration severity throughout the subbasin. The I/I Investigation for Subbasin SCO5-R3 & T1 is part of a 15-year, multiphase plan to complete flow monitoring, sewer system evaluation surveys, and rehabilitation as necessary for all mains within the St. Charles sanitary sewer system. The scope and cost of the Subbasin SCO5-R3 & T1 flow monitoring phase only covers the first portion of the flow monitoring study for SCO5-R3 & T1. The estimated scope and cost of the entire 15-year St. Charles Sanitary Basin Evaluation and Rehabilitation Plan can be found in Table No. 3-3 of the February 2016 CMOM plan.

As part of the Subbasin SCO5-R3 & T1 flow monitoring phase, the subbasin will be divided into six (6) subbasins in order that the sanitary sewer flows and the correlating I/I can be further defined within the subbasin. The proposal includes flow monitoring at six (6) locations for eight (8) weeks. The attached Exhibit A shows the locations of six proposed flow monitoring locations and provides additional detail for all locations. All cost and schedule decisions were based off EEI's best knowledge of the SCO5-R3 & T1 Subbasin to-date. The proposed flow monitoring locations have been reviewed with City staff in order to ensure accessibility to all flow monitor monitors, as well as the appropriate placement of each flow monitor.

The base proposal also includes the installation of a recording rain gauge in a secure location to measure rainfall during the monitoring period. The quality of the flow monitoring results will be increased with an increased number of precipitation events. A minimum of two 1.0-inch or greater rain events over a 24-hour period is needed to make reasonable conclusions. The City will have the opportunity to increase the flow monitoring period at the end of the eight-week period should a sufficient rain event not occur or if they would wish to obtain additional data. Once sufficient flow monitoring data is obtained, the data will be provided to St. Charles for review.

The proposed work items for this project are as follows:

PROJECT FACILITATION & MEETINGS:

- 0.1 Project Administration
- 0.2 Project Initiation & Progress Meeting (2 Total Meetings)

FLOW MONITORING:

- 1.1 Divide Subbasin SCO5-R3 & T1 Into Sub-Subbasins
- 1.2 Monitor Flows (Assumes 6 Locations) Within Subbasin For 8 Weeks
- 1.3 Monitor Rainfall (Assumes 1 Location) Within Subbasin For 8 Weeks
- 1.4 Analyze Flows & Determine I/I by Sub-Subbasin

REPORT:

2.1 Prepare Flow Monitoring Report

Additional Services

The above scope summarizes the work items that will be completed for this contract. Additional work items, including additional meetings beyond the project initiation meeting defined in the above scope, shall be considered outside the scope of the base contract and will be billed in accordance with the Standard Schedule of Charges.

Basin	Number of Manholes	Total Sanitary Main (LF)
R3-A	73	18,871
R3-B	56	11,649
R3-C	80	14,685
T1-A	44	14,500
T1-B	62	8,051
T1-C	51	13,114

Legend

- PROPOSED FLOW MONITORS
- MANHOLE

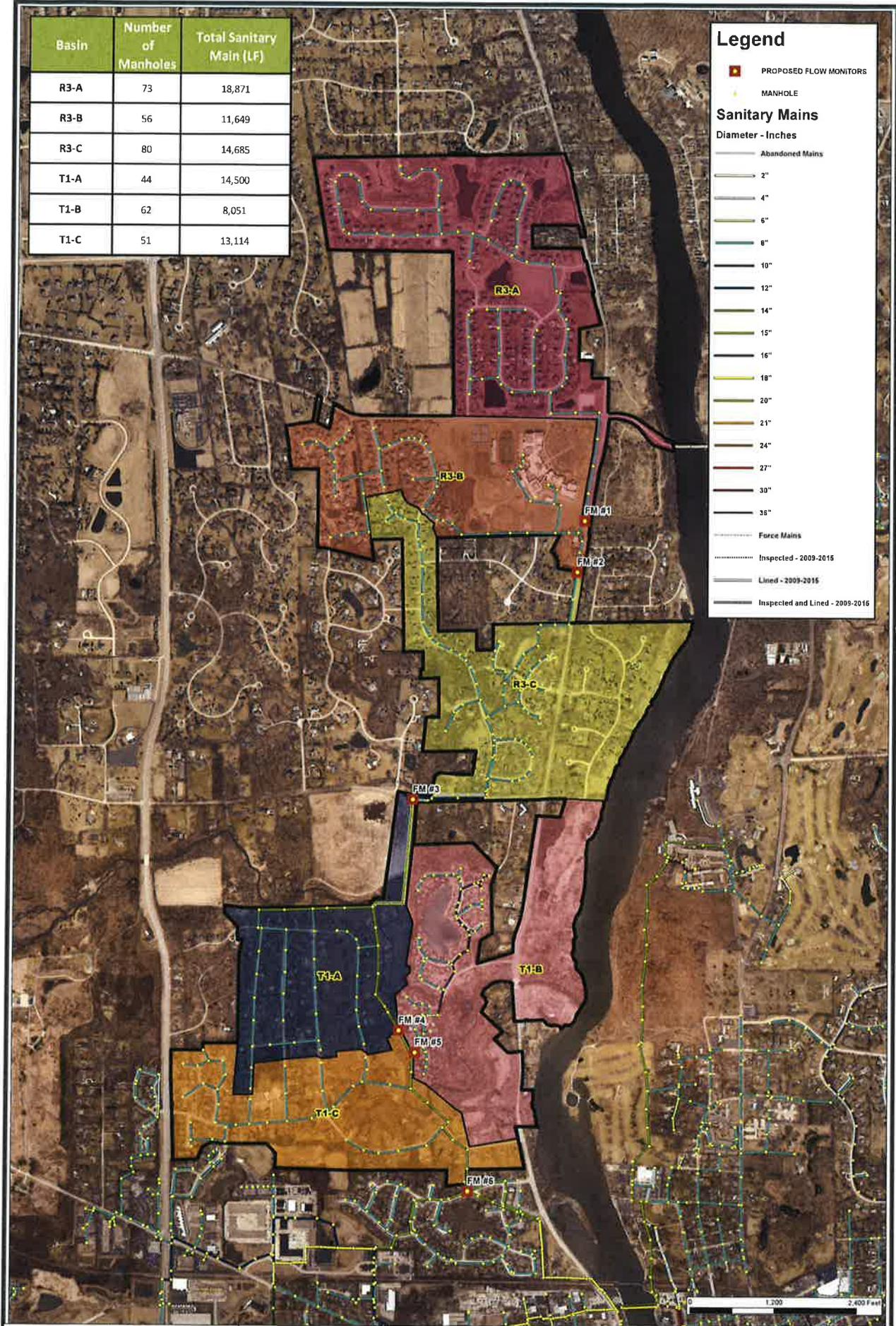
Sanitary Mains

Diameter - Inches

- Abandoned Mains
- 2"
- 4"
- 6"
- 8"
- 10"
- 12"
- 14"
- 15"
- 16"
- 18"
- 20"
- 21"
- 24"
- 27"
- 30"
- 36"

Force Mains

- Inspected - 2009-2015
- Lined - 2009-2015
- Inspected and Lined - 2009-2015



Engineering Enterprises, Inc.
 12 Wheeler Road
 Suite One, Illinois 62554
 (618) 466-7733
 www.eeinc.com

City of St. Charles
 2 East Main Street
 St. Charles, IL 60174
 (618) 377-4400

DATE	03/20/2014
PROJECT	Sanitary
BY	WSP
APP'D	
FILE	331101_201403_01_Sanitary Flow Monitor

I&I REDUCTION PROGRAM

EXHIBIT X-X
BASIN SC05
R3 - T1 PHASE 1
FLOW MONITORING PLAN

ENGINEERING ENTERPRISES, INC.
CONSULTING ENGINEERS

DATE: 2/6/2019
ENTERED BY: ANUJWF

Attachment B:
ESTIMATE OF LEVEL OF EFFORT AND ASSOCIATED COST FOR PROFESSIONAL ENGINEERING SERVICES
Basin SC05-R3 & T1 Phase 1 (Flow Monitoring) Study
Inflow and Infiltration Reduction Program
CITY OF ST. CHARLES, KANE AND DUPAGE COS., IL

WORK ITEM NO.	WORK ITEM	ENTITY:	EEI					SUB-CONSULTANT	WORK HOUR SUMM.	COST PER ITEM			
			SENIOR PRINCIPAL	SENIOR PROJECT MANAGER	PROJECT ENGINEER	SENIOR PROJECT TECHN. I	PROJECT TECHN.				SURVEYING MANAGER	SENIOR PROJECT TECHN. II	ADMIN.
PROJECT FACILITATION & MEETINGS			\$208	\$197	\$141	\$141	\$129	\$178	\$153	\$70			
0.1	Project Administration		1	4						5	\$996		
0.2	Project Initiation & Progress Meeting (2 Total Meetings)		6	10	8					2	\$4,160		
Project Facilitation Subtotal:			7	14	8					0	\$5,482		
FLOW & RAINFALL MONITORING													
1.1	Divide Subbasins SC05-R3 & T1 Into Sub-Subbasins		1	4	8	8					21	\$3,252	
1.2	Monitor Flows (Assumes 6 Locations) Within Subbasin For 8 Weeks		1	4	16						21	\$26,784	
1.3	Monitor Rainfall (Assumes 1 Location) Within Subbasin For 8 Weeks		2	2	6						9	\$2,991	
1.4	Analyze Flows & Determine VI Severity By Subbasin		5	20	80	8					62	\$9,436	
Flow & Rainfall Monitoring Subtotal:			9	30	104	16					113	\$42,463	
REPORT													
2.1	Prepare Flow Monitoring Report		2	6	50	20					2	\$11,608	
Report Subtotal:			2	6	50	20					0	\$11,608	
PROJECT TOTAL:			14	40	138	28				4	\$25,075	224	\$59,553

DIRECT EXPENSES	
Printing =	\$250
Mileage =	\$100
DIRECT EXPENSES = \$350	

LABOR EXPENSES	
Engineering Expenses =	\$30,250
Drafting Expenses =	\$3,948
Surveying Expenses =	\$0
Administrative Expenses =	\$280
Subconsultant Expenses =	\$25,075
TOTAL LABOR EXPENSES = \$59,553	

TOTAL CONTRACT COSTS =	\$59,903
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**Attachment C:
SCHEDULE**
BASIN SCO5-R3 & T1 PHASE 1 (FLOW MONITORING) STUDY
2019 INFLOW AND INFILTRATION REDUCTION PROGRAM
CITY OF ST. CHARLES, KANE AND DUPAGE COS., IL

WORK ITEM NO.	WORK ITEM	2019																													
		Year:																													
		Month:		April		May		June		July		August		September		October															
Week Starting:	1	8	15	22	29	6	13	20	27	3	10	17	24	1	8	15	22	29	5	12	19	26	2	9	16	23	30	7	14	21	28
CONTRACT APPROVAL																															
a	Government Services Committee Meeting																														
b	City Council Meeting																														
PROJECT FACILITATION & MEETINGS																															
0.1	Project Administration																														
0.2	Project Initiation and Progress Meetings (2 Total Meetings)																														
FLOW MONITORING																															
1.1	Divide Subbasin SCO5-R3 & T1 Into Subbasins																														
1.2	Monitor Flows (Assumes 6 Locations) Within Subbasin For 8 Weeks																														
1.3	Monitor Rainfall (Assumes 1 Location) Within Subbasin For 8 Weeks																														
1.4	Analyze Flows & Determine I/I Severity By Subbasin																														
REPORT																															
2.1	Prepare Flow Monitoring Report																														

Legend

	City Council Meeting		Field & Analysis Work
	Project Administration Work Item(s)		Report Development
	Meeting(s) & Field Visits		(City Review)



Standard Schedule of Charges

January 1, 2019

EMPLOYEE DESIGNATION	CLASSIFICATION	HOURLY RATE
Senior Principal	E-4	\$208.00
Principal	E-3	\$203.00
Senior Project Manager	E-2	\$197.00
Project Manager	E-1	\$178.00
Senior Project Engineer/Planner/Surveyor II	P-6	\$165.00
Senior Project Engineer/Planner/Surveyor I	P-5	\$153.00
Project Engineer/Planner/Surveyor	P-4	\$141.00
Senior Engineer/Planner/Surveyor	P-3	\$129.00
Engineer/Planner/Surveyor	P-2	\$117.00
Associate Engineer/Planner/Surveyor	P-1	\$106.00
Senior Project Technician II	T-6	\$153.00
Senior Project Technician I	T-5	\$141.00
Project Technician	T-4	\$129.00
Senior Technician	T-3	\$117.00
Technician	T-2	\$106.00
Associate Technician	T-1	\$ 93.00
Engineering/Land Surveying Intern	I-1	\$ 84.00
GIS Technician	G-1	\$ 75.00
Administrative Assistant	A-3	\$ 70.00

CREW RATES, VEHICLES AND REPROGRAPHICS

1 Man Field Crew with Standard Survey Equipment		\$168.00
2 Man Field Crew with Standard Survey Equipment		\$262.00
1 Man Field Crew with RTS or GPS *		\$208.00
2 Man Field Crew with RTS or GPS *		\$302.00
Vehicle for Construction Observation		\$15.00
In-House Scanning and Reproduction	\$0.25/Sq. Ft. (Black & White)	
	\$1.00/Sq. Ft. (Color)	
Reimbursable Direct Costs & Services by Others	Cost + 10%	

*RTS = Robotic Total Station / GPS = Global Positioning System