AGENDA
CITY OF ST. CHARLES, IL
GOVERNMENT SERVICES COMMITTEE MEETING
CHAIRMAN RONALD SILKAITIS

MONDAY, JULY 20, 2020, 7:10 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. Natural Resources Commission Minutes – Information only.

4. PUBLIC WORKS DEPARTMENT

***a.** Recommendation to award Capacity, Management, Operations and Maintenance Plan (CMOM) Phase II Sewer System Evaluation Survey of Sub basin SCO5 to Engineering Enterprises, Inc.

***b.** Recommendation to award the Bid for Liquid Sludge Dewatering.

***c.** Recommendation to approve Ordinance Renaming Railroad Place to S. 2nd Place.

5. 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)

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

7. 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).

ST. CHARLES SINCE 1834	**AGENDA ITEM EXECUTIVE SUMMARY**	Agenda Item number: 3.a
	Title:	Electric Reliability Report – Information Only
	Presenter:	Paul Hopkins

Meeting: City Council	Date: July 20, 2020	
Proposed Cost: $	Budgeted Amount: $	Not Budgeted: ☐

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

For Information Only.

Attachments (*please list*)**:**

June 2020 Outage Report
June 2020 Streetlight Repair Report

Recommendation/Suggested Action (*briefly explain*)**:**

For information only.

City of St. Charles
June 2020 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	6/8/2020	11:28 AM	6	Riverside, 7th Ave., SE side of town, PW, Lincoln, Mades-Johnstone, and Munhall Schools.	311 312	Primary and neutral got together at 12th & Ronzheimer. Isolated wire, re-fused 2 fuses. Gary Sittler closed breaker in from office.	1423	8,538	Utility	Error
1	6/8/2020	11:28 AM	67	S. 12th Ave., Fern, Ronzheimer.	311 312	1ø line & neutral contact at S. 12th Ave.	24	1,608	Utility	Error
2	6/9/2020	3:13 PM	0	Sub 5, transformer 3, Ohio Ave., 37th Ave., Illinois Ave., Stern, Swenson, Cumberland Green Dr., Patricia, Vie Veneto, Chandler & Division	13156	No power. (5) OA/RA on ComEd 13156. Caused by wind/storm. (5) operational times: 3:13, 3:30, 4:42, 5:00, 5:22. After (2) operations, dispatched crew to off load line and transfer to new line. Operated (3) more times, until one switched off.	557	0	ComEd	13156
3	6/9/2020	7:53 PM	0	Sub 8, west side of town, IYC, Route 38, Randall Rd., Harvest Hills, Renaux.	56931	No power. OA/RA on ComEd 56931. Caused by wind/trees. No action taken - ComEd patrolled lines. No sustained, 1-trip close.	2896	0	ComEd	56931
4	6/11/2020	2:47 AM	0	Bay 1 Sub 3, Bay 1 Sub 6, Randall, Wessel Ct., Bricher, 7th Ave., Riverside, Q-Center, Illinois St., Cedar St., State St., E. Main St., Hunt Club, Tyler Rd.	13154 / 13156	No power. OA/RA on 13150. 13154-13156 OA/RA at the same time. Suspect tree or wildlife.	3034	0	ComEd	13150
4	6/11/2020	2:47 AM	0	Transformer 1 @ Sub 7, Fox Chase, Highgate, Southgate, Dunham, Foxfield, AMLI, E. Main St., St. Charles Mall, Walmart, Pheasant Run Trails.	13154	OA/RA on 13154. 13150 and 13156 operated at the same time. Suspect tree or wildlife. 13156 was on 13154 at the time of trip close. No sustained.	1466	0	ComEd	13154
4	6/11/2020	2:47 AM	0	Transformer 3 @ Sub 5, Ohio Ave., 37th St., Illinois St., Sterns, Swenson, Cumberland Green Dr., Division, Patricia, Via Veneto, Chandler.	13156	OA/RA on 13156. 13150 and 13154 tripped and closed at the same time. Suspect tree or wildlife. No action taken. No sustained.	557	0	ComEd	13156
5	6/11/2020	10:18 AM	0	Peck, Route 38, Bricher, IYC, Renaux, Harvest Hills, Ohio Ave., Sterns, Swenson, 37th Ave., Illinois Ave., Chandler, Division, Via Veneto, Cumberland Green Dr., Patricia, Stetson.	13156 / 56931	No power. OA/RA on ComEd 56931, 13156 OA/RA at the same time. Tripped when ComEd was switching. 13156 was on 56931 at the time of trip close.	3453	0	ComEd	13156 / 56931
6	6/15/2020	6:01 AM	0	Prairie, Davis School, Horne, SW section of City (3rd St. to 16th St., Prairie St. to Gray St.).	624	No power. Breaker tripped and reclosed. Squirrel on riser pole at 7th St. and Fellows St.	24	0	Animal	Squirrel
6	6/15/2020	6:41 AM	40	Fellows St., Gray St., 7th St., and 9th St.	624	No power. Squirrel at 7th St. and Fellows St. Isolated riser pole, closed loop through from open.	24	960	Animal	Squirrel
7	6/22/2020	11:30 AM	15	101 S. 6th Ave.	332	Shut off power. Utility error. Turned power back on.	1	15	Utility	Error
8	6/26/2020	5:02 PM	0	Sub 8, Sub 6, Harvest Hills, Renaux, IYC, west side north and south of 38 & 64, Prairie St., Davis School.	56931	No power. Loss of 56931 OA/RA. Caused by lightning. No action taken.	2896	0	ComEd	56931
9	6/29/2020	2:46 PM	44	1200-1400 block of S. 2nd St. 1200-1400 block of S. 3rd St.	331	No power/outage. Caused by storm/lightning. Patrolled line, transformers, arrestors, re-fused line.	46	2,024	Weather	Lightning
10	6/29/2020	6:54 PM	0	West side of town, Sub 8, Sub 6, Prairie, Davis School, Route 38, Randall Rd., Bricher, Renaux, Harvest Hills, IYC, west side treatment plant.	56931	No power. Loss of 56931 OA/RA. Caused by lightning. No action taken. Talked to ComEd, line auto-reclosed. Instantaneous, no sustained.	2896	0	ComEd	56931
						Total of Interrupted Minutes		**13,145**		
						Total SAIDI*	**0.839**			
						Total of ComEd Interrupted Minutes		**0**		
						Total SAIDI without ComEd	**0.839**			
						*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
2020	781	6.9

2021

Month Light Was Repaired	Number of Lights Repaired	Average Days to Repair
May	22	9.8
June	17	4.4

ST. CHARLES SINCE 1834	**AGENDA ITEM EXECUTIVE SUMMARY**	Agenda Item number: 3.b
	Title:	Natural Resources Commission Minutes – Information only
	Presenter:	AJ Reineking

Meeting: Government Services Committee Date: July 20, 2020

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 March 12, 2020 Natural Resources Commission meeting minutes are attached.

Attachments (*please list*)**:**

* Natural Resources Commission Minutes – March 2020 meeting minutes.

Recommendation/Suggested Action (*briefly explain*)**:**

For information only.

MINUTES
CITY OF ST. CHARLES
NATURAL RESOURCES COMMISSION MEETING
RALPH GRATHOFF, CHAIRMAN
MARCH 12, 2020

Members Present: Kathy Brens, Angela Churchill, Andrew Diorio, Tom Galante, Heather Goudreau, Ralph Grathoff, Lee Haggas, Suzi Myers, Loren Nagy, Claire Norman, Pam Otto

Members Absent: Ryan Johnson, Jillian Leturno

Others Present: Chris Adesso, AJ Reineking

Visitors Present: Nancy Hannah

1. Call to Order & Pledge of Allegiance

The meeting was convened by Chair. Grathoff at 7:02 p.m.

2. Introduction of Visitors, Comments and Concerns

Ms. Hannah was in attendance as a private citizen and resident of St. Charles in support of the Natural Resources Commission [NRC].

3. Minutes Review and Approval

Motion to approve and place into the public record the minutes of the February 13, 2020 NRC meeting. Motion by Comm. Nagy, second by Comm. Haggas to approve the minutes. Voice vote: unanimous; nays – none. Motion carried at 7:05 p.m.

4. Old Business

A. Greenest Region Compact II

Mr. Adesso reported the city's Community & Economic Development and Public Works Departments have completed all applicable sections of the Greenest Region Compact [GRC] spreadsheet with the current status as staff understands it to be, and the document is ready for the NRC's review and use. Comm. Otto reported she provided the "Land" section of the GRC to the Park District Superintendent and there is some information that can be added relevant to the St. Charles Park District. The NRC will review the GRC spreadsheet at the April meeting. Chair. Grathoff thanked city staff for their work on the document.

B. Curbside Composting

Comm. Goudreau reported five residents attended the information session held prior to the NRC meeting. Citywide curbside composting will begin on April 6, 2020.

5. New Business

None.

6. Arbor Day

Comm. Otto reported city staff has been working with both the principal at St. Patrick Preschool and Park District staff to coordinate the Arbor Day tree planting at 10:00 a.m. on Friday, April 24th. Based on current public health concerns, it is uncertain as to whether the preschool students will be able to participate. The city can still fulfill its Tree City USA criteria with a tree-planting in Lincoln Park. Chair. Grathoff requested input from the NRC as to having a stewardship award; a decision will be made at the April NRC meeting.

7. Committee Reports

A. Education Committee

Comm. Myers reviewed the upcoming articles the Commissioners are writing for *The Den*. Comm. Otto reported *Kane County Connects* is issuing a "Countdown to Earth Day" series and she has been asked to write an article.

B. Langum Woods Clean-Up Committee

None.

C. New Committee

In connection with the start of curbside composting, Comm. Goudreau suggested the NRC could coordinate a tour of a composting facility.

D. Single-Use Bag Committee

Comm. Nagy reported the Single-Use Bag Committee met with Abby Beck, an alderman from the City of Batavia. Batavia has started to write an ordinance addressing single-use bags and is publicizing the issue with the assistance of the League of Women Voters, scouting groups and the Sierra Club. Batavia's target goal is to pass the ordinance by April 20, 2020. Comm. Nagy noted single-use bag legislation has been introduced by the Illinois state legislature, which may impact fees collected and distributed by municipalities. There is a "grandfather clause" with the date of May 1, 2020, and Batavia is currently attempting to determine what the May 1st date represents. Batavia's goal is to pass the ordinance by April 20, 2020, and use the remainder of 2020 to educate residents and organize implementation. Comm. Nagy noted the City of Geneva is not a home-rule municipality and could only pass a single-use bag resolution encouraging voluntary participation by retailers in Geneva. Additionally, Comm. Nagy shared information comparing other municipalities' single-use bag ordinances.

Mr. Adesso explained that just the official process to pass a new ordinance generally takes four to six-weeks, and would require input and coordination from multiple departments within the city including Public Works, Finance and the Community & Economic Development Departments as well as the city's legal counsel. Mr. Adesso recalled how the transition from Tree Commission to Natural Resources Commission was handled by first presenting information to the city's committee as a whole, but perhaps discussions with city staff from other departments would be the first step with regard to single-use bags. The St. Charles Business Alliance [formerly the Downtown Partnership] may be able to offer some perspective and guidance as well.

Comms. Goudreau and Nagy stated there are indications that single-use bag state legislation is certainly forthcoming, and how the city chooses to respond will be important.

8. Public Services Division Tree Activity Reports February 2020

Motion to approve and place into the public record the Public Services Division Tree Activity Reports for the month of February 2020. Motion by Comm. Myers, second by Comm. Haggas to approve the reports. Voice vote: unanimous; nays – none. Motion carried at 7:55 p.m.

9. Additional Items

A. Commissioners

Comm. Galante shared information regarding the Mason State Tree Nursery, the only Illinois state nursery where native Illinois trees and shrubs are grown. The Nursery also offers a pollinator packet of seeds for different native Illinois plants.

Comm. Otto reported there will be a Park District Fox River clean-up on March 21 and 22, 2020 and requested volunteers.

Student Comm. Norman reported she will be graduating this year and will eventually resign from the NRC. She has encouraged other members of her high school Eco Club to join the NRC to fill available openings for Student Commissioners.

Comm. Brens noted she has observed that recycling is not been consistently done at some of the elementary, middle and high schools in St. Charles. Perhaps the Student Commissioners could help promote better recycling practices at the schools.

B. City Staff
None.

C. Visitors
None.

D. Adjournment
Motion to adjourn the meeting. Motion by Comm. Myers, second by Comm. Nagy to adjourn the meeting. Voice vote: unanimous; nays – none. Motion carried at 8:04 p.m.

ST. CHARLES SINCE 1834	**AGENDA ITEM EXECUTIVE SUMMARY**	Agenda Item number: *4.a
	Title:	Recommendation to Award Capacity, Management, Operations and Maintenance Plan (CMOM) Phase II Sewer System Evaluation Survey of Subbasin SCO5 to Engineering Enterprises Inc.
	Presenter:	Tim Wilson

Meeting: Government Services Committee	Date: July 20, 2020	
Proposed Cost: $87,797	Budgeted Amount: $113,000	Not Budgeted: ☐

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

Engineering Enterprises was vetted through the original CMOM Program selection process.
Phase 2 of this contract will include the review of the flow monitoring data conducted last fall and spring, and the cost is comparable to other Subbasin work that has been completed in previous years. City Staff and Engineering Enterprises Inc. will determine infiltration and inflow areas of the City that need further investigation.

A contractor will be selected to provide the following scope of work: smoke testing, manhole inspections, televising, line surveying, GPS data collection and final reports. All of the data collected in Phase 2 will help in the design of Phase 3 rehab work that is planned to occur in the construction season of 2021.

Last year's Phase 2 smoke testing included a very successful public outreach plan. The CMOM Public Communication Plan is our proactive approach in communication with the public. We will be using this plan again to help keep the public informed on upcoming work.

Sub basin SCO5 is identified on the map included in the Agreement packet. This Subbasin is bordered by the following area: Reserves Subdivision to the north, Ferson Creek Rd. to the south, Fox River to the east and Randall / Corporate boundary to the west.

Attachments (*please list*)**:**

* Subbasin Eastern 2- Phase 2 Agreement including Map

Recommendation/Suggested Action (*briefly explain*)**:**

Recommendation to award CMOM Phase II Sewer System Evaluation Survey of Sub basin SCO5 to Engineering Enterprises Inc. for the amount of $87,797.

Engineering Enterprises, Inc.

June 1, 2020

Mr. Tim Wilson
Public Works Manager - Environmental Services
City of St. Charles
Two East Main Street
St. Charles, IL 60174

Re: Basin SC05 R3 AND T1 SSES
City of St. Charles, Kane & DuPage Cos., IL

Dear Mr. Wilson:

In accordance with your request, enclosed for your review and consideration is our proposed agreement for the Basin SC05 R3 & T1 Phase 2 Sewer System Evaluation Survey (SSES). The Phase 2 SSES work is prioritized based off the results of the flow monitoring completed in Basin SC05 R3 & T1 during the spring/early summer of 2019. The SSES fieldwork and analysis is completed to identify the defects contributing to excessive inflow and infiltration (I/I) throughout the basin and then define a cost-effective implementation plan for correcting the defects.

Our agreement includes smoke testing for an estimated total of 39,263 LF of sanitary sewer and Level-2 Manhole Assessment and Certification Program (MACP) inspections for an estimated 151 manholes within Subbasins R3-B, T1-A and T1-C. The defects found during smoke testing will be documented and all pictures, GIS locates, and other findings will be made available to the City. The manhole inspections will be completed by a camera which will be able to provide a complete 360-degree view of the manhole. Defects found in the manhole inspections will be documented and all findings and images will be made available to the City.

The agreement includes a detailed scope of services, estimate of level of effort and associated cost and schedule for the project. We are proposing two project meetings, a project initiation meeting and a progress review meeting, as part of the project. We also will work with the City to implement the SSES Communication Plan that was previously developed. Additionally, our subcontractor, Duke's (Formerly Midwest Water Group), offers a call center for resident questions as part of their smoke testing services.

52 Wheeler Road, Sugar Grove, IL 60554 ~ (630) 466-6700 tel ~ (630) 466-6701 fax ~ www.eeiweb.com

Assuming agreement approval will be obtained by late June, we propose to conduct the project initiation meeting by mid-July. We are proposing to conduct the smoke testing and manhole inspections in July and August. Following the analysis of the field work results and then the completion of the financial analysis for sewer rehabilitation, we propose to meet in mid-October to review our findings. After the progress review meeting, we will develop and then submit the report. We will finalize the report by the last week of November 2020.

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

Jeffrey W. Freeman, P.E., CFM, LEED AP
Chief Executive Officer

JWF/Ali

Enclosures

pc: Matt Wilson – Public Works Division Manager (Via E-mail)
Dave Todd – Environmental Services Assistant Division Manager (Via E-mail)
STD, DMT, ARS – EEI (Via E-mail)

AGREEMENT FOR CONSULTING ENGINEERING SERVICES FOR BASIN SC05 R3 AND T1 SSES

This Agreement, made this _____ day of _____, 2020 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 on a time and material basis not to exceed an amount of $87,797.

4. Term: The term of this Agreement shall be active through December 31, 2020 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
Chief Executive Officer

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

_____
Title: _____

ATTEST:

_____
Title: _____

ENGINEERING ENTERPRISES, INC.:

Jeffrey W. Freeman
_____
Chief Executive Officer

ATTEST:

Angie Smith
_____
Administrative Assistant

ATTACHMENT A – SCOPE OF SERVICES
BASIN SC05 R3 AND T1 SSES
City of St. Charles, Kane and DuPage Cos., IL

Introduction

In 2016, the City of St. Charles embarked on the 15-year Inflow and Infiltration Reduction Program (IIRP) as defined in the City's February 2016 CMOM plan. Basin SC05 R3 and T1 was determined to be the fourth basin to initiate the three phase IIRP process. Phase 1 Flow Monitoring was completed in the SC05 R3 and T1 basin (see attached Exhibit 1 depicting the location and subbasins within SC05) during the spring/early summer of 2019. The flow monitoring outlined various inflow and infiltration issues within Basin SC05. Subbasins SC05 R3-B, T1-A and T1-C exhibit signs of excessive rainfall derived infiltration and inflow (RDII)

After determining the subbasins with excessive I/I during the Phase 1 Flow Monitoring process, the Phase 2 Sewer System Evaluation Survey (SSES) is conducted within those basins to locate the defects. The scope and cost of the Basin SC05SSES work includes dual blower smoke testing and level-2 manhole inspections for an estimated 39,263 LF of mains and an estimated 151 manholes in Subbasins SC05 R3-B, T1-A and T1-C. The smoke testing and manhole inspections will be conducted to locate sources of RDII. City staff is in the process of televising and NASSCO PACP coding the video from Subbasins SC05 R3 and T1. EEI will review the coded video as part of this analysis.

Prior to smoke testing, it is recommended the City alert those who will be affected by the activities of the upcoming work. Those who will be affected by smoke testing include residents and business owners in the study area, the police and fire department, schools, and any others who will be in, or around, the smoke testing area. EEI will work with City Staff to make any modifications to the City's SSES Communication Plan the City sees fit. EEI's SSES subcontractor, Duke's (Formerly Midwest Water Group), will be responsible for placing door hangers prior to smoke testing, removing door hangers after smoke testing, and coordinating the setup and removal of road signs during smoke testing. The subcontractor will also have a call center available to answer residential questions. The City will be responsible for sending out mailers, providing any printed media, updating the City's website, updating social media, and answering any questions from the residents that cannot be answered by the subcontractor. Traffic control may be required for portions of the field work, so an estimated Direct Expense is included in the Fee Schedule to cover these potential costs.

All cost and schedule decisions are based on EEI's best knowledge of the study area to-date. A project initiation meeting will be conducted prior to the beginning of the SSES work to outline all necessary efforts and discuss anticipated challenges and solutions. This initiation meeting will include representatives from the City, as well as any other entities, such as the police and fire department, that the City designates as prudent to invite.

A financial analysis of the cost projected to fix the defects found during the SSES work will also be provided for the City. The financial analysis, along with a complete list of defects found during the SSES work, will be reviewed with the City during a progress review meeting. A summary SSES Report will be provided for the City and will contain an outline of all defects and findings along with the corresponding financial analysis for the defects. A GIS file containing the location of the defects will also be made available to the City.

The proposed work items for this project are as follows:

PROJECT FACILITATION & MEETINGS:

0.1 Project Administration
0.2 Project Initiation and Progress Meeting (2 Total Meetings)

SSES FIELD WORK AND ANALYSIS TOTAL:

1.1 SSES Advance Communication with Subbasin Residents & Online
1.2 Conduct Smoke Testing Within Subbasins R3-B, T1-A and T1-C
1.3 Conduct Level 2 Manhole Inspections Within Subbasins R3-B, T1-A and T1-C
1.4 Televising Video Analysis for Subbasins R3-B, T1-A, T1-B and T1-C
1.5 Analyze Field Work
1.6 Conduct Financial Analysis for Sewer Rehabilitation

REPORT:

2.1 Prepare SSES Summary 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.

ENGINEERING ENTERPRISES, INC.
CONSULTING ENGINEERS

DATE:	5/28/2020
ENTERED BY:	STD/ALI

Attachment B:
ESTIMATE OF LEVEL OF EFFORT AND ASSOCIATED COST FOR PROFESSIONAL ENGINEERING SERVICES
BASIN SC05 R3 AND T1 PHASE 2 (SEWER SYSTEM EVALUATION SURVEY - SSES) ANALYSIS
INFLOW AND INFILTRATION REDUCTION PROGRAM
CITY OF ST. CHARLES, KANE AND DUPAGE COS., IL

WORK ITEM NO.	WORK ITEM	ENTITY:	EEI								SUB-CONSULTANT	WORK ITEM HOUR SUMM.	COST PER ITEM
		PROJECT ROLE:	PRINCIPAL	SENIOR PROJECT MANAGER	PROJECT ENGINEER	SENIOR PROJECT TECHN. I	PROJECT TECHN.	SENIOR PROJECT SURVEYOR I	SENIOR PROJECT SURVEYOR II*	ADMIN.			
		HOURLY RATE:	$214	$203	$145	$145	$133	$160	$172	$70			
PROJECT FACILITATION & MEETINGS													
0.1	Project Administration		1	4								5	$1,026
0.2	Project Initiation & Progress Meeting (2 Meetings Total)		6	8	8					1		23	$4,138
	Project Facilitation Subtotal:		7	12	8	-	-	-	-	1	-	28	$5,164
SEWER SYSTEM EVALUATION SURVEY (SSES) FIELD WORK AND ANALYSIS													
1.1	SSES Advance Communication With Subbasin Residents & Online		1	4	8						$1,200	13	$3,386
1.2	Conduct Smoke Testing Within Subbasins R3-B, T1-A and T1-C				8						$27,484	8	$28,644
1.3	Conduct Level 2 Manhole Inspections Within Subbasins R3-B, T1-A and T1-C				4						$15,855	4	$16,435
1.4	Televising Video Analysis for Subbasins R3-B, T1-A, T1-B and T1-C		2	4	48							54	$8,200
1.5	Analyze Field Work		2	4	24							30	$4,720
1.6	Conduct Financial Analysis For Sewer Rehabilitation		2	2	16							20	$3,154
	SSES Field Work and Analysis Subtotal:		7	14	108	-	-	-	-	-	$44,539	129	$64,539
REPORT													
2.1	Prepare SSES Summary Report		3	14	68	16				4		105	$15,944
	Report Subtotal:		3	14	68	16	-	-	-	4	-	105	$15,944
	PROJECT TOTAL:		**17**	**40**	**184**	**16**	**-**	**-**	**-**	**5**	**$44,539**	**262**	**$85,647**

DIRECT EXPENSES	
Mileage =	$50
Printing =	$100
Traffic Control (If Needed) =	$2,000
DIRECT EXPENSES =	**$2,150**

LABOR EXPENSES	
Engineering Expenses =	$38,438
Drafting Expenses =	$2,320
Administrative Expenses =	$350
Subconsultant Expenses =	$44,539
TOTAL LABOR EXPENSES =	**$85,647**

TOTAL CONTRACT COSTS =	**$87,797**

ENGINEERING ENTERPRISES, INC.
CONSULTING ENGINEERS

5/28/2020

Attachment C:
SCHEDULE

BASIN SC05 R3 AND T1 PHASE 2 (SEWER SYSTEM EVALUATION SURVEY - SSES) ANALYSIS

INFLOW AND INFILTRATION REDUCTION PROGRAM

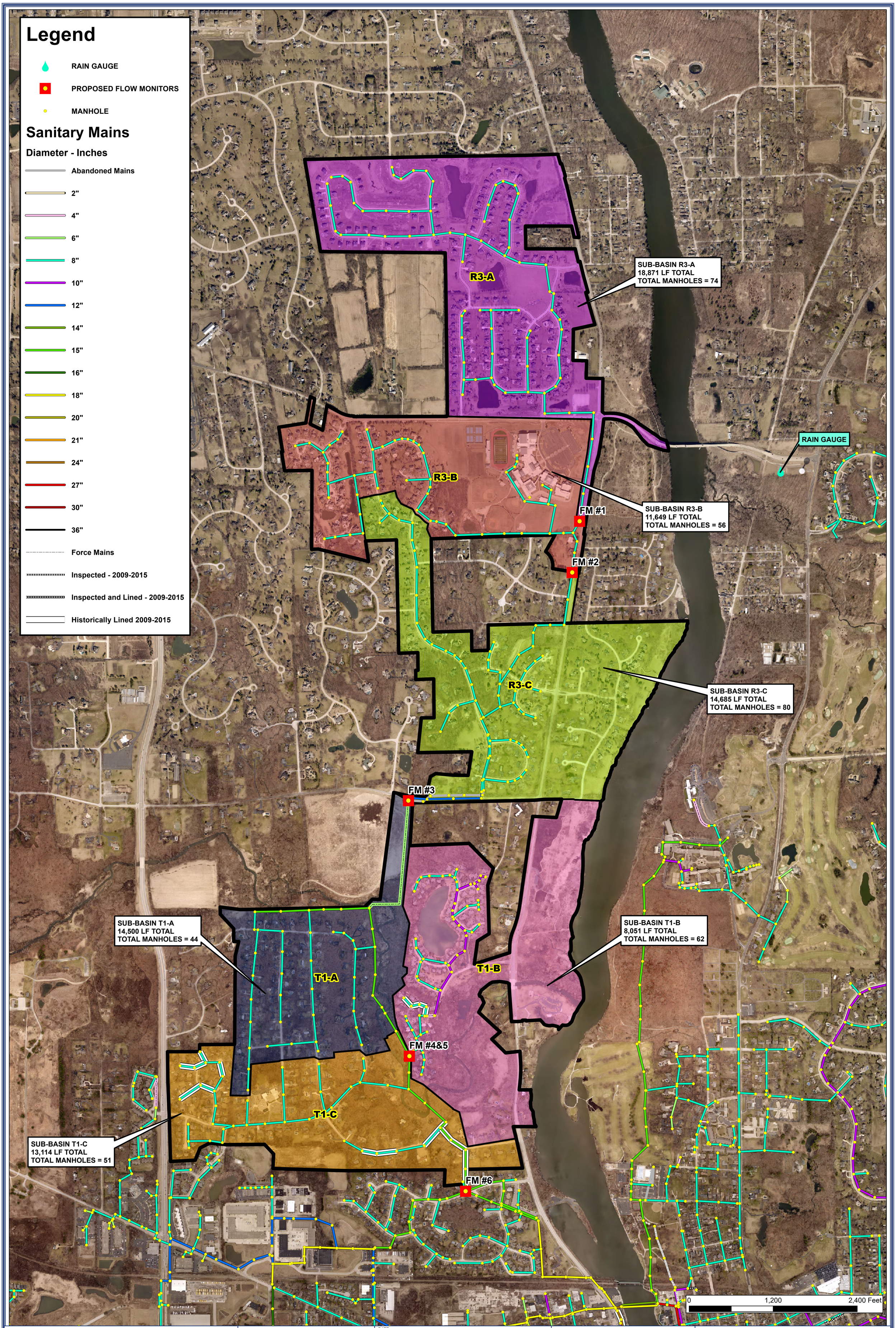
CITY OF ST. CHARLES, KANE AND DUPAGE COS., IL

WORK ITEM NO.	WORK ITEM	Year:	2020																													
		Month:	June				July				August					September				October					November				December			
		Week Starting:	6	13	20	27	4	11	18	25	1	8	15	22	29	5	12	19	26	3	10	17	24	31	7	14	21	28	5	12	19	26
PROJECT FACILITATION & MEETINGS																																
0.1	Project Administration																															
0.2	Project Initiation & Progress Meeting (2 Total Meetings)																															
SEWER SYSTEM EVALUATION (SSES) FIELD WORK AND ANALYSIS																																
1.1	SSES Advance Communication With Subbasin Residents & Online																															
1.2	Conduct Smoke Testing Within Subbasins R3-B, T1-A and T1-C																															
1.3	Conduct Level 2 Manhole Inspections Within Subbasins R3-B, T1-A and T1-C																															
1.4	Televising Video Analysis for Subbasins R3-B, T1-A, T1-B and T1-C																															
1.5	Analyze Field Work																															
1.6	Conduct Financial Analysis For Sewer Rehabilitation																															
REPORT																																
2.1	Prepare SSES Summary Report																															

G:\Public\St. Charles\2020\SR2002 Basin SC05-R3 & T1 Phase 2 SSES\Project Management\PSA\[SR2002 Attachment C - Schedule.xlsx]All 2020 Work Items

Legend

- Project Administration Work Item(s)
- Meeting(s) & Field Visits
- Field & Analysis Work
- Report Development
- City Review



Engineering Enterprises, Inc.
52 Wheeler Road
Sugar Grove, Illinois 60554
(630) 466-6700
www.eeiweb.com

City of St. Charles
2 East Main Street
St. Charles, IL 60174
(630) 377-4400

DATE:	6/1/2020
PROJECT NO.:	SR1901
BY:	MJT
PATH:	H:\GIS\Public\Saint Charles\2019\SR1901\SR1901_Exhibit 4-1_ SC05 Subbasin Flow Monitor.mxd
FILE:	SR1901_Exhibit 4-1_ SC05 Subbasin Flow Monitor

I&I REDUCTION PROGRAM

EXHIBIT 4-1
BASIN SC05
R3 - T1 PHASE 1
FLOW MONITORING PLAN

N

Standard Schedule of Charges

January 1, 2020

EMPLOYEE DESIGNATION	CLASSIFICATION	HOURLY RATE
Senior Principal	E-4	$214.00
Principal	E-3	$209.00
Senior Project Manager	E-2	$203.00
Project Manager	E-1	$183.00
Senior Project Engineer/Planner/Surveyor II	P-6	$172.00
Senior Project Engineer/Planner/Surveyor I	P-5	$160.00
Project Engineer/Planner/Surveyor	P-4	$145.00
Senior Engineer/Planner/Surveyor	P-3	$133.00
Engineer/Planner/Surveyor	P-2	$121.00
Associate Engineer/Planner/Surveyor	P-1	$109.00
Senior Project Technician II	T-6	$158.00
Senior Project Technician I	T-5	$145.00
Project Technician	T-4	$133.00
Senior Technician	T-3	$121.00
Technician	T-2	$109.00
Associate Technician	T-1	$ 96.00
GIS Technician	G-1	$ 90.00
Engineering/Land Surveying Intern	I-1	$ 79.00
Administrative Assistant	A-3	$ 70.00

VEHICLES. REPROGRAPHICS, DIRECT COSTS, DRONE AND EXPERT TESTIMONY

Vehicle for Construction Observation		$ 15.00
In-House Scanning and Reproduction	$0.25/Sq. Ft. (Black & White) $1.00/Sq. Ft. (Color)	
Reimbursable Expenses (Direct Costs)	Cost	
Services by Others (Direct Costs)	Cost + 10%	
Unmanned Aircraft System / Unmanned Aerial Vehicle / Drone		$ 200.00
Expert Testimony		$ 250.00

52 Wheeler Road, Sugar Grove, IL 60554 ~ (630) 466-6700 tel ~ (630) 466-6701 fax ~ www.eeiweb.com

ST. CHARLES SINCE 1834	**AGENDA ITEM EXECUTIVE SUMMARY**	Agenda Item number: *4.b
	Title:	Recommendation to Award the Bid for Liquid Sludge Dewatering
	Presenter:	Tim Wilson

Meeting: Government Services Committee Date: July 20, 2020

Proposed Est. Cost: $47,600	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 2020. Estimated gallons will be in the range from 200,000 to 400,000 each time. All work will be contracted on a per gallon basis.

The City received five bids for Liquid Sludge Dewatering on June 23, 2020. Currently there are only three firms in Northern Illinois that offer this service. Gullett Sanitation Services, the lowest bidder, is based out of Ohio. Gullett Sanitation has provided the City with the same services during the 2019 fiscal year. Based on the low bid and the service provided to the City in the past, Staff recommends awarding the contract to Gullett Sanitation.

The unit cost provided in the bid of $0.0595 per gallon is just above the current unit cost paid by the City for the last year. 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 $0.0595 per gallon bid to Gullett Sanitation Services Inc. for a one year period beginning May 1, 2020 through April 30, 2021.

4837 LIQUID SLUDGE DEWATERING

Gullett Sanitation Service Inc

PRICE PROPOSAL

#	Price per Gallon	800,000 gallons (Projected Annual Total)
1	0.0595	$47,600
	Total	**$47,600**

Comment:

1. **For Line Item Pricing (quantities)**
a. Submit a price for each line item. If there is a "no-bid" for a specific line item, enter $0.
b. The above description is a brief description that is more fully described in the Questionnaire section of this solicitation.
c. The unit of measure may not be changed.
d. All quantities represent an estimate of the quantity to be ordered. It is for analysis purposes only. The City does not commit to these actual quantities. The City reserves the right to modify the estimates, or remove them in their entirety, whichever is in the best interests of the City.
e. The eProcurement software will automatically calculate all line item pricing into extended and total price.

2. **The Illinois Prevailing Wage Act** (820 ILCS 130/0.01-12) may be applicable for this work.
a. Reference Contract Exhibit F *(attached within contract documents)*
b. Reference Current Prevailing Wages for Kane and DuPage Counties *(attached within contract documents)*
c. Certified Payroll is required to be submitted with each invoice.

- **All prices quoted include all fees.** The city will not accept additional costs or surcharges such as, but not limited to: shipping, handling, freight, stocking, delivery, fuel sur-charge, travel, permits, or other.

4837 LIQUID SLUDGE DEWATERING

Synagro Central, LLC

PRICE PROPOSAL

#	Price per Gallon	800,000 gallons (Projected Annual Total)
1	$0.06	$48,000
	Total	**$48,000**

Comment:

1. **For Line Item Pricing (quantities)**
a. Submit a price for each line item. If there is a "no-bid" for a specific line item, enter $0.
b. The above description is a brief description that is more fully described in the Questionnaire section of this solicitation.
c. The unit of measure may not be changed.
d. All quantities represent an estimate of the quantity to be ordered. It is for analysis purposes only. The City does not commit to these actual quantities. The City reserves the right to modify the estimates, or remove them in their entirety, whichever is in the best interests of the City.
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c. Certified Payroll is required to be submitted with each invoice.

- **All prices quoted include all fees.** The city will not accept additional costs or surcharges such as, but not limited to: shipping, handling, freight, stocking, delivery, fuel sur-charge, travel, permits, or other.

Results

- **Offer phase** (Jun 2 2020 - Jun 23 2020)

Result

Rank	Name	Knockouts	unanswered question(s)	Uploads missed	Incomplete evaluations	Unanswered buyer questions	Price	Phase
1	Gullett Sanitation Service Inc	–	–	1	–	–	$47,600	Yes
2	Synagro Technologies	–	–	1	–	–	$48,000	Yes
3	Stewart Spreading, INC.	–	–	2	–	–	$52,000	Yes
4	MERRELL BROS., INC.	–	–	1	–	–	$154,400	Yes
5	Eagle Dynamic Solutions	1	–	2	–	–	$208,000	Yes

- **Evaluation**

Result

Rank	Name	Knockouts	unanswered question(s)	Uploads missed	Incomplete evaluations	Unanswered buyer questions	Price	Phase
1	Gullett Sanitation Service Inc	–	–	1	–	–	$47,600	Yes
2	Synagro Technologies	–	–	1	–	–	$48,000	No
3	Stewart Spreading, INC.	–	–	2	–	–	$52,000	No
4	MERRELL BROS., INC.	–	–	1	–	–	$154,400	No
5	Eagle Dynamic Solutions	1	–	2	–	–	$208,000	No

- **Awarding**

Result

Rank	Name	Knockouts	unanswered question(s)	Uploads missed	Incomplete evaluations	Unanswered buyer questions	Price
1	Gullett Sanitation Service Inc	–	–	1	–	–	$47,600

Contracts

There are no contracts added

Comments

No comments

ST. CHARLES SINCE 1834	**AGENDA ITEM EXECUTIVE SUMMARY**	Agenda Item number: *4.c
	Title:	Recommendation to Approve Ordinance Renaming Railroad Place to S. 2nd Place
	Presenter:	Ken Jay

Meeting: Government Services Committee Date: July 20, 2020

Proposed Cost: N/A	Budgeted Amount: N/A	Not Budgeted: ☒

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

City staff have recently been contacted by Kane County in regard to a document of record renaming the former Railroad Place (between Beatrice Avenue and Moore Avenue) to S. 2nd Place. Documents dating back to 1955 label the Right-Of-Way as Railroad Place.

While the City and Township and Tri-Com all recognize the street as S. 2nd Place, the Kane County tax maps do not. These maps cannot be formally updated without a recorded document changing the name to S. 2nd Place. The Kane County tax maps are used to dispatch Kane County Sheriffs, which may potentially happen in the case of an eviction, to serve papers, or to provide additional aid in responding to a 911 call.

Staff recommends approval of an Ordinance renaming Railroad Place (between Beatrice Avenue and Moore Avenue) to S. 2nd Place.

Attachments (*please list*)**:**

*Location Map

Recommendation to Approve Ordinance Renaming Railroad Place to S. 2nd Place

City of St. Charles, Illinois
Two East Main Street St. Charles, IL 60174-1984
Phone: 630-377-4400 Fax: 630-377-4440 - www.stcharlesil.gov

Railroad Place Location

RAYMOND ROGINA *Mayor*
MARK KOENEN *City Administrator*

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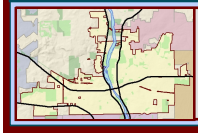

Data Source:
City of St. Charles, Illinois
Kane County, Illinois
DuPage County, Illinois

Coordinate System: Illinois State Plane East
Projection: Transverse Mercator
North American Datum 1983

Printed on: July 6, 2020 12:48 PM

N W E S

0 167 333 Feet

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