

**AGENDA
CITY OF ST. CHARLES, IL
GOVERNMENT SERVICES COMMITTEE MEETING
WILLIAM TURNER, CHAIRMAN**

**MONDAY, OCTOBER 24, 2016, 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.
- 4. PUBLIC WORKS DEPARTMENT**
 - a. Presentation and Discussion of Air Traffic and Airplane Noise over St. Charles.
 - b. Presentation to Consider Closing Walkway Path through Lots 5, 6, 13 and 14 of the Fox Glade Subdivision.
 - c. Recommendation to award the Bid for Snow and Ice Control Services for the 2016/2017 Winter Season.
 - d. Recommendation to approve and accept Easement at 1200 Rukel Way (AJR Filtration).
 - e. Recommendation to award the Bid and approve Purchase Order for Ohio Avenue Water Treatment Facility VFD Replacement.
 - f. Recommendation to approve Letter of Understanding with IDOT for ADA Improvements on IL Routes 31 and 64.

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).



AGENDA ITEM EXECUTIVE SUMMARY

Agenda Item number: 3.a

Title: Electric Reliability Report – Information Only

Presenter: Tom Bruhl

Meeting: Government Services Committee

Date: October 24, 2016

Proposed Cost: \$

Budgeted Amount: \$

Not Budgeted:

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

For information only.

Attachments *(please list):*

*September 2016 Outage Report

Recommendation/Suggested Action *(briefly explain):*

For information only.

**City of St. Charles
September 2016 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	9/1/2016	8:15 a.m.	111	11 N 3rd St	313	Shut off power for service upgrade	4	444	Scheduled	Customer
1	9/1/2016	8:29 a.m.	23	11 N 3rd St	313	Shut off power for service upgrade	4	92	Scheduled	Customer
2	9/2/2016	1:52 a.m.	73	100 block of McKinley St & Horne St	331	Squirrel caused outage	12	876	Animal	Squirrel
3	9/3/2016	8:00 a.m.	510	600 Industrial Dr	514	Shut off power / Replacing pole for new service	1	510	Scheduled	SCMEU
4	9/8/2016	9:50 a.m.	37	105 S Industrial Dr	514	Cutout door failed / Replaced fuses & cutout doors - restored power	1	37	Equipment	Switch
5	9/10/2016	9:03 p.m.	72	S 15th St & Evergreen St	214	Tree close by - raccoon climbing in primary above transformer / Re-Fuse	6	432	Animal	Raccoon
6	9/11/2016	8:37 a.m.	53	Illinois Ave, Walnut Ave between S 2nd to S 5th Ave	332	Squirrel in primary blew lateral fuse / Re-Fuse	37	1,961	Animal	Squirrel
7	9/11/2016	12:40 p.m.	20	Bldgs 148 & 154 in AMLI - Lakeshore Dr	715	Secondary wire rubbed against bolt inside cabinet & finally rubbed through insulation	16	320	Equipment	Service
8	9/13/2016	2:22 a.m.	0	Rt 25, Q Center, Hunt Club, Fox Chase, Illinois St, Oak St, Indiana St	333/334	Cable fault on Winners Cup Cir / Instantaneous breaker operation before fuses blew	857	0	Equipment	Cable
8	9/13/2016	2:22 a.m.	120	1200-1400 Winners Cup Cir, Hawkins Ct, Keim Tr, Keim Ct	334	Single phase cable fault between 1210-1222 Winners Cup Cir / Isolate bad cable, test, energize, loop from alternate source, schedule for injection.	39	4,680	Equipment	Cable
9	9/14/2016	12:51 p.m.	0	Covington Ct, Lincoln Hwy	622	Cable fault on old St. Charles Mall property. Momentary recloser operation until fuse blew.	482	0	Equipment	Cable
9	9/15/2016	12:51 p.m.	124	Covington Ct, Lincoln Hwy	622	Cable fault on old St. Charles Mall property.	106	13,144	Equipment	Cable
10	9/15/2016	2:13 p.m.	41	19th St, Walnut Dr, Fairview Dr, Wessel Ct	622	While attempting to restore power from cable fault, switchgear fuse failed to isolate the outage, Causing breaker lockout. Isolate, pick up from another circuit.	433	17,753	Equipment	Fuse
11	9/19/2016	9:45 a.m.	35	1753-1764 Wessel Ct	622	Shut off power / Replaced transformer, restored power	14	490	Scheduled	SCMEU
12	9/29/2016	5:08 a.m.	202	1910 Lincoln Hwy	614	No power scheduled outage transformer change-out	1	202	Scheduled	SCMEU
12	9/29/2016	5:08 a.m.	120	1970 Lincoln Hwy	614	No power scheduled outage transformer change-out	1	120	Scheduled	SCMEU

City of St. Charles
September 2016 Outages

OUTAGE No.	DATE	TIME OFF	TIME ON (Min)	AREA AFFECTED	CIRCUIT No.	CAUSE/RESPONSE	NO. OF CUST.	OUTAGE MINUTES	MAJOR CATEGORY	SUB CATEGORY
13	9/30/2016	11:10 a.m.	60	Traffic lights at Randall Rd & Main St; street lights along Randall & Main; & 2395 W Main St	611	Switchgear broken. Found problem during switching related to 9/15 outage. Replaced switch gear, retored power	3	180	Scheduled	SCMEU
						Total of Interrupted Minutes		41,241		
						Total SAIDI*			2.673	
						Total of ComEd Interrupted Minutes		0		
						Total SAIDI without ComEd			2.673	
						*System Average Interruption Duration Index (SAIDI)				



AGENDA ITEM EXECUTIVE SUMMARY

Agenda Item number: 3.b

Title: Active River Project Update – Information Only

Presenter: Chris Adesso

Meeting: Government Services Committee

Date: October 24, 2016

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):*

* August 22, 2016 - Task Force Meeting Minutes

Recommendation/Suggested Action *(briefly explain):*

None – For information only.

MINUTES
ACTIVE RIVER TASK FORCE MEETING
BAKER COMMUNITY CENTER, ST. CHARLES, ILLINOIS
JOHN RABCHUK, CHAIRMAN
AUGUST 22, 2016

Members Present: Chris Adesso, Trish Beckjord, Rick Brems, Holly Cabel, Chris Bong, John Rabchuk, John Wessel

Members Absent: Monica Meyers, Jim Enck

Others Present: Ed Werneke, Tony Zehnder, Candy Boulay

Visitors Present: none

Call to Order

The meeting was convened by John Rabchuk at 8:06 a.m.

Minutes Review and Approval

Motion to accept and place on file the minutes of the August 8, 2016 Active River Task Force Meeting. Motion by Rick Brems, second by Chris Adesso to accept and place the minutes on file.

Voice vote: unanimous; Nays – None; Absent: Monica Meyers, Jim Enck

Motion carried at 8:06 a.m.

Task Force Updates

Intergovernmental Working Agreement

City of St. Charles, St. Charles Park District and River Corridor Foundation are entering into a new Intergovernmental Agreement for funding the Active River engineering feasibility study. Holly Cabel stated the agreement will be presented to the Park Board tomorrow evening, August 23, 2016. The agreement will be presented to the City by the end of September for possible approval.

Bob Leonard Walk

John Rabchuk asked if benches would need to be approved by the City Council. Chris Adesso stated they did not need to be approved. John stated there are three bench orders thus far.

Jim Enck and John Wessel will be preparing documents for soliciting bids for the materials, planting and construction. Plans will need to be shared with the Fire Department.

Anderson Kinetic Sculpture

The sculpture will be ordered for an October delivery date and possible installation. Public Works will manage the project and utilize funds previously budgeted for Johansen's Island for design, engineering and installation. Lighting cost will be absorbed by the City. John stated: Andersons will be loaning \$50,000 towards the project; to assist cash flow. Once the loan is repaid, the Anderson family will make a \$20,000 donation for the naming rights to the sculpture. Additional funding for the combined Bob Leonard Walk landscape/furnishings and the Kinetic sculpture include \$20,000 from the River Corridor Foundation and a \$10,000 gift to the River Corridor Foundation for public art along the river.

Discussion took place regarding the shipping of the sculptures. Chris Adesso stated he would need to know how the sculptures are being shipped and how much they weigh. Depending on installation timeframe, the sculptures may need to be stored. John Rabchuk stated it would be desirable to have the sculptures installed this year; the sculptures shouldn't be ordered until a delivery date is set.

Chris Adesso stated a structural engineer's stamp of approval is needed for construction and asked if it should be paid for at this time.

Chris Bon, Chris Adesso, Jim Enck, John Rabchuk and Tom Anderson will hold a meeting to discuss landscaping, sculpture and design.

John Rabchuk will speak with Salerno's related to the installation. Chris Adesso will speak with representatives of Carol Towers.

Marketing

Signage was discussed. Signage should be compatible with other permanent signage throughout town. Temporary signage will be made by the City. Trish Beckjord suggested working with the Downtown St. Charles Partnership to seek input on signage. Holly Cabel stated there is different signage for different reasons.

Trish Beckjord stated opportunities should be sought to promote the Active River Park when possible. John Rabchuk stated a press release will be going out soon.

John Rabchuk shared the recent Chicago Tribune article regarding Greenville, South Carolina.

Meetings and Presentations

John recently presented an update on the Active River Project to Downtown St. Charles Partnership board. The Board was receptive and supportive; emphasis placed on the Active River Project will be as an urban development project base rather than recreation.

A brief project update was made to the Executive Board of the St. Charles Chamber of Commerce at their August 15th meeting. The Chamber Board is adopting a resolution providing support for the City to prioritize and expedite the investigative efforts of the Active River Project.

Discussions are still in process with the Fox Valley Board of Realtors.

A presentation will be scheduled with the Metro West Council – Fox River Valley subgroup.

Dale Luecht of the River Corridor Foundation will work with the High School Environmental Class doing water quality testing in September 2017.

Presentations to the Pottawatomie Garden Club will be scheduled in early 2017.

A St. Charles delegation will be scheduled to visit Greenville, SC once the feasibility study is complete; spring 2017.

Other Outreach Efforts

The Active River Project generated over \$350,000 in enhancement efforts for the Fox River and riverfront through St. Charles and that additional efforts (such as concept plans for Boy Scout Island) are underway.

Adjournment

The next meeting is scheduled for September 19, 2016 at 8:00 a.m. at Baker Community Center. John Rabchuk stated he will not be in attendance; Chris Adesso may chair the meeting or it may be cancelled if items can be communicated via e mail. The following meeting will take place on October 3rd. Candy Boulay stated all future meetings at Baker Community Center will take place in the lower level near the Teen Center.

Motion by Holly Cabel to adjourn the meeting, second by Trish Beckjord.

Voice vote: unanimous; Nays – None; Absent: Monica Meyers, Jim Enck - Motion carried at 8:56 a.m.



AGENDA ITEM EXECUTIVE SUMMARY

Agenda Item number: 4.a

Title:

Presentation and Discussion of Air Traffic and Airplane Noise over St. Charles

Presenter:

Peter Suhr

Meeting: Government Services Committee

Date: October 24, 2016

Proposed Cost: \$0.0

Budgeted Amount: \$0.0

Not Budgeted:

Executive Summary (if not budgeted please explain):

In July of 2015, the Government Operations Committee considered to petition the Federal Aviation Administration to restrict air traffic over St. Charles and join the O’Hare Noise Compatibility Commission (ONCC). At the time, this request was brought forth by a St. Charles resident with the following information:

- DuPage Airport, located just east of St. Charles, is the third largest reliever airport in the State. It accommodates departures and arrivals of three-hundred flights per day and it has the second longest runway in the State.
- The St. Charles resident wanted the City of St. Charles to join the O’Hare Noise Compatibility Commission to petition the FAA to restrict air traffic over our city, and limit the type of airliner traffic above St. Charles to corporate and private aircraft only. In addition, the resident wanted the City of St. Charles to request that all commercial aircraft from other airports be prohibited from entering the airspace above St. Charles, including an area within a 10 mile radius around DuPage Airport.

In July of 2015, City staff provided the Committee with specific information about the O’Hare Noise Compatibility Commission and also provided relevant perspective from the Village of Bartlett, who is a member of the ONCC.

After review and discussion of the information, the Government Operations Committee unanimously rejected to sign the petition to the FAA and to limit the type of airliner traffic above St. Charles. However, the Committee did request that City Staff continue to monitor the situation and report back periodically.

In August of 2016, staff was prepared to do so; however the discussion was tabled by Alderman Lemke because he was waiting on information from both the FAA and Air Traffic Control.

To date, Alderman Lemke has received some correspondence from the airport agencies and staff is prepared to provide the latest information and data about airplane noise over St. Charles including resident complaints we have received since July 2015.

Attachments (please list):

None

Recommendation/Suggested Action (briefly explain):

None – For discussion only

**AGENDA ITEM EXECUTIVE SUMMARY**

Agenda Item number: 4.b

Title:

Presentation to Consider Closing Walkway Path through Lots 5,6,13 and 14 of the Fox Glade Subdivision

Presenter:

Peter Suhr

Meeting: Government Services Committee

Date: October 24, 2016

Proposed Cost: \$0.0

Budgeted Amount: \$0.0

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

In January 2013, the Government Services Committee unanimously approved a motion to approve four (4) Fox Glade Court Indemnification Letters (attachment c). This was requested from four (4) homeowners whose properties share a common side yard easement which is identified on a 1969 plat as a "Walkway Easement" (attachment d). The four property owners reside at 1309, 1227, 1228 and 1310 Fox Glade Ct. and respectively on lots 5, 6, 13 and 14 of the Fox Glade PUD Subdivision Unit No. 1 final plat dated Aug. 4, 1969 (attachment e). In 2013, the four (4) homeowners were concerned about the potential impacts of a public sidewalk on private property. The Indemnification Letters settled their concern once approved, executed and recorded.

Today, the properties are still owned and occupied by the same four (4) families. They have recently submitted an application (attachment f) to the City requesting us to vacate the walkway easement on their private property. The application provides various reasons for the request including increased activity/ concerns about safety, security, privacy, nuisances, disturbances, legal exposure and potential devalued property values.

At the September 26th Government Services Committee Meeting, Staff provided more detailed information about the situation, City residents spoke and provided perspective and Committee members had additional questions for staff to consider.

In response, over the past 30 days, City staff has met with the homeowners, gathered more information and are prepared to answer the questions committee members posed last month in a continued discussion (attachment a). In addition, please find attached a letter dated 17 October 2016 that staff received from the Oaks and integrated comments from the neighbors (attachment b).

Attachments *(please list):*

(a) Staff Response to Questions from September GSC Meeting * (b) Letter from The Oaks dated 17 October 2016 & Homeowners Comments * (c) 2013 Indemnification Letters * (d) 1969 Fox Glade P.U.D. Subdivision Unit No. 1 Plat * (e) Reference Site Maps * (f) Application to City of Saint Charles, Illinois for Homeowners Requesting Vacate Walkway Easement on Their Private Property

Recommendation/Suggested Action *(briefly explain):*

None – For discussion only

Questions from:

Presentation to Consider Closing Walkway Path through Lots 5, 6, 13 and 14 of the Fox Glade Subdivision

Government Services Committee Meeting
September 26, 2016

1. Q. *Are there any more of these types of walkways in St. Charles? Is this the only easement on private property and does that affect our decision from a legal perspective?*

A. Staff has been able to find twenty-four (24) examples of similar walkways in St. Charles. However there are only four (4) walkways that are designated as easements on private property like the walkway on Fox Glade Court. The most similar walkway extends from Rita Ave. to Cambridge Dr. which leads to Cambridge Park. While there are other similar walkways throughout town and at least four (4) know to be in easements on private property, each one is unique. For example, the Fox Glade Court path leads to a private community while the Rita Ave. path leads to a public park. Please see "Attachment A" for more detailed information.

2. Q. *Does Fellows St. dead end at Ash or does it continue through? Is the walkway in this area in an easement as well?*

A. Fellows St. dead ends about 165 feet east of the intersection of Ash and Fellows. The Fox Glade walkway path connects to the end of the dead end street and continues to the west. Therefore the first 35 feet of the walkway path is in the Public ROW until it crosses over the property line into the walkway easement on private property. Please see "Attachment B" for more information.

3. Q. *On that strip of Fellows that goes to the east of Ash, is that roadway improved, is there sidewalks? What is on the other side of the path?*

A. The dead end roadway is improved. There are no sidewalks on either the north or south side of Fellows St. in this location. The walkway is an extension of Fellows St. to the west. Public sidewalks do not exist for about a block thereafter heading west. Please see "Attachment B" and "Attachment C" for more information.

4. Q. *What are the costs to take out the pathway and reseed it?*

A. Estimated costs are about \$6,500 - \$10,000 to remove the existing walkway and restore it to grass.

5. Q. *Safety seems to be the biggest concern of the residents based on their letter. Is this a problem area? Have there been issues that require Police attention? Is this an area that is normally patrolled?*

A. The Police Department does not have any violations or Police reports identified in this area. This area is patrolled by Police similar to other residential streets.

6. Q. *If we vacate this walkway, what is the process?*

A. If it is the decision of the City Council to eliminate the public interest for walkway use, the process for doing so is fairly simple according to legal counsel. While the exact process or mechanics of the arrangement has not yet been prepared one of the following would most likely be recommended at a future GSC meeting:

- a. Provide a quit claim deed to the adjacent homeowners conveying City's interest of the walkway to the homeowners.
- b. "Vacate" the walkway easement.
- c. Eliminate the walkway and restore to seed, however do not vacate or quit claim deed as noted above.

At this time, staff and legal counsel do not anticipate any PUD modifications or public hearings to do so.

7. Q. *What if we vacate the property, remove the path and restore to grass? Just because there is no path, people are still going to walk through out of force of habit. What can be done and would a utility easement still be in place?*

A. Staff would request that we maintain the utility easement considering there are existing utilities already in place. With appropriate approved permits, the homeowners would be able to determine how they would like to modify their existing fences and property. Options they could consider would be as follows:

- Block the existing path by adding gates or another fence panel.
- Remove the existing fences.
- Remove the existing fences and construct a new "shared fence" along the property line.
- Add landscaping to deter pedestrian cut-through on private property.

8. Q. *Who uses the walkway and how frequent is it used?*

A. While staff understands that this information may be important; we were not able to verify exact use. Staff did not have any practical method to calculate use in a consistent manner especially considering the short timeframe to do so. However, the homeowners did provide written and verbal descriptions of their perspective. Please refer to their letter dated, 09/09/2016 for more information.

9. Q. *What does “maintenance” mean in regard to the walkway? What exactly does the City do, what exactly does The Oaks do, what exactly do the homeowners do? Does the City remove snow on the walkway?*

A. This particular walkway, for all practical purposes, is maintained the same as all other residential city sidewalks and walkways. The City is responsible for regularly monitoring its condition and repairing or replacing when needed. The City utilizes staff and a combination of vendors who provide services to lift, grind or replace sidewalk/ walkway panels as directed by staff to mitigate tripping hazards and standing water. The City does not remove snow from residential city sidewalks and therefore does not remove snow from this particular walkway either. Even though our City ordinance is not specific about snow removal, it is generally understood and practiced that snow removal is the responsibility of the adjacent homeowner. Based on the discussion had at the last Government Services meeting and subsequent discussions with the homeowners, it appears that the homeowners currently remove the snow which would be consistent with other similar sidewalks. However, the Oaks representatives did offer to have their contract vendor do so.

10. Q. *What we can do to help? –Can we limit hours, can we add speed bumps, can we install gates similar to the bike path that goes across Crane Road along Randall?*

A. Soon after the Government Services meeting, staff contacted the residents to see if they would like to meet with the City and representatives from the Oaks to discuss possible compromised solutions. The residents were not interested in meeting and remain firm on their original position to vacate the walkway easement on their private property and stop pedestrians from using the path. Since asked, please find below some suggested actions that staff has considered, however have not pursued in detail:

- a. Limit hours – Post signs that limit use from dusk until dawn
- b. Limit use – Post signs that restrict motorized vehicles
- c. Add deterrent barriers – Add a gate, bollard, landscape and/ or combination fence system that would prevent defined uses or control limited hours. Add speed bumps.
- d. Work with homeowners to fortify backyard fence systems. Provide a fence barrier system that lessens noise problems, limits pet disturbances and protects private property.
- e. Add trash receptacles and/ or “doggie stations” for easy removal of debris.
- f. Increase Police patrol.
- g. Increase lighting levels to deter undesirable behavior.

ATTACHMENT A

Address	Street Name	Ownership Interest	Property Owner	Access Type
1801/803	Rita Avenue	Private	Home Owner	Easement
1160/1170	Independence Avenue	Private	Home Owner	Easement
1445/1455	Banbury Avenue	Private	Home Owner	Easement
1227/1309	Fox Glade Court	Private	Home Owner	Easement
1228/1310	Fox Glade Court	Private	Home Owner	Easement
254/248	Remington Drive	Private	HOA	Platted
257/259	Grand Ridge Road	Private	HOA	Platted
1221/1311	Adams Avenue	Private	Park District	Platted
395/445	Persimmon Drive	Private	Park District	Platted
2891/3001	Majestic Oaks Drive	Private	Park District	Platted
3013	King Richard Circle	Private	Park District	Platted
1801/1723	Jeanette Avenue	Public	COSC	Platted
1802/1804	Cambridge Drive	Public	COSC	Platted
1908/1910	Ronzheimer Avenue	Public	COSC	Platted
1342/1344	Midway Avenue	Public	COSC	Platted
1804/1806	Ronzheimer Avenue	Public	COSC	Platted
1142/1240	Hidden Glen Circle	Public	COSC	Platted
1840/1846	Allen Lane	Public	COSC	Platted
2010/2020	Forest Ridge Road	Public	COSC	Platted
403/405	Pin Oak Court	Public	COSC	Platted
2010/2020	Fairfax Road	Public	COSC	Platted
615/621	Fellows Street	Public	COSC	Platted
1232/1238	South 10th Street	Public	COSC	Platted
3635/3701	Deville Lane	Public	COSC	Platted



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

254/248 Remington Drive Walkway

RAYMOND ROGINA *Mayor*

MARK KOENEN *City Administrator*



Data Source:
City of St. Charles, Illinois
Kane County, Illinois
DuPage County, Illinois
Projection: Transverse Mercator
Coordinate System: Illinois State Plane East
North American Datum 1983
Printed on: October 3, 2016 10:37 AM



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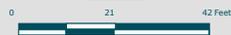
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257/259 Grand Ridge Road Walkway



Data Source:
City of St. Charles, Illinois
Kane County, Illinois
DuPage County, Illinois
Projection: Transverse Mercator
Coordinate System: Illinois State Plane East
North American Datum 1983
Printed on: October 3, 2016 10:41 AM



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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

395/445 Persimmon Drive Walkway

RAYMOND ROGINA *Mayor*

MARK KOENEN *City Administrator*



Data Source:
City of St. Charles, Illinois
Kane County, Illinois
DuPage County, Illinois
Projection: Transverse Mercator
Coordinate System: Illinois State Plane East
North American Datum 1983
Printed on: October 3, 2016 10:48 AM



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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

403/405 Pin Oak Court Walkway

RAYMOND ROGINA *Mayor*

MARK KOENEN *City Administrator*



Data Source:
City of St. Charles, Illinois
Kane County, Illinois
DuPage County, Illinois
Projection: Transverse Mercator
Coordinate System: Illinois State Plane East
North American Datum 1983
Printed on: September 30, 2016 09:23 AM



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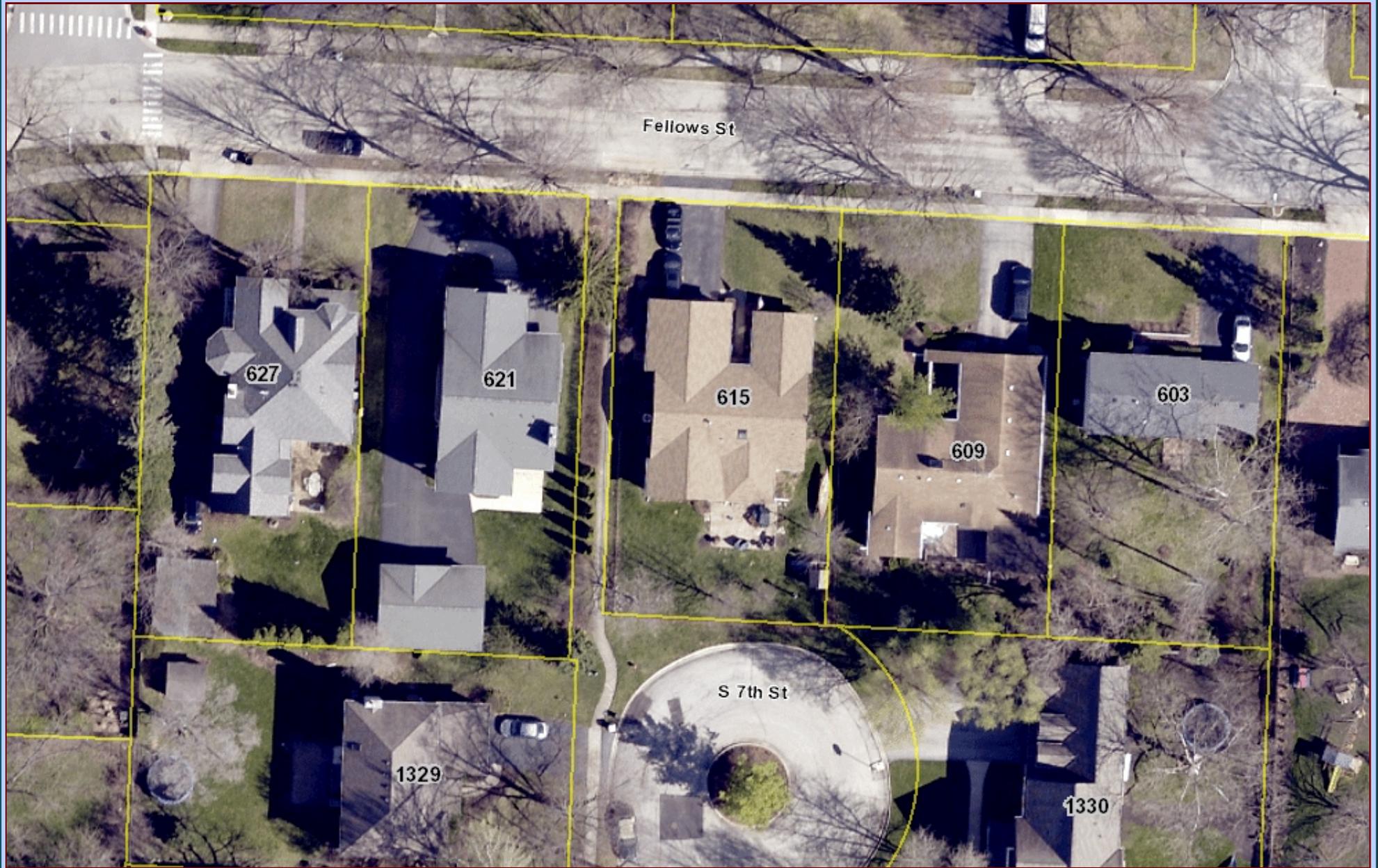
City of St. Charles, Illinois

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

615/621 Fellow St. Walkway

RAYMOND ROGINA *Mayor*

MARK KOENEN *City Administrator*



Data Source:
City of St. Charles, Illinois
Kane County, Illinois
DuPage County, Illinois
Projection: Transverse Mercator
Coordinate System: Illinois State Plane East
North American Datum 1983
Printed on: October 3, 2016 10:34 AM



0 21 42 Feet

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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

1160/1170 Independence Avenue Walkway

RAYMOND ROGINA *Mayor*

MARK KOENEN *City Administrator*



Data Source:
City of St. Charles, Illinois
Kane County, Illinois
DuPage County, Illinois
Projection: Transverse Mercator
Coordinate System: Illinois State Plane East
North American Datum 1983
Printed on: September 29, 2016 04:22 PM



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City of St. Charles, Illinois

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1221/1311 Adams Avenue Walkway

RAYMOND ROGINA *Mayor*

MARK KOENEN *City Administrator*



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City of St. Charles, Illinois

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1227/1309 Fox Glade Ct. Walkway

RAYMOND ROGINA *Mayor*

MARK KOENEN *City Administrator*



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

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1228/1310 Fox Glade Ct. Walkway

RAYMOND ROGINA *Mayor*

MARK KOENEN *City Administrator*



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Projection: Transverse Mercator
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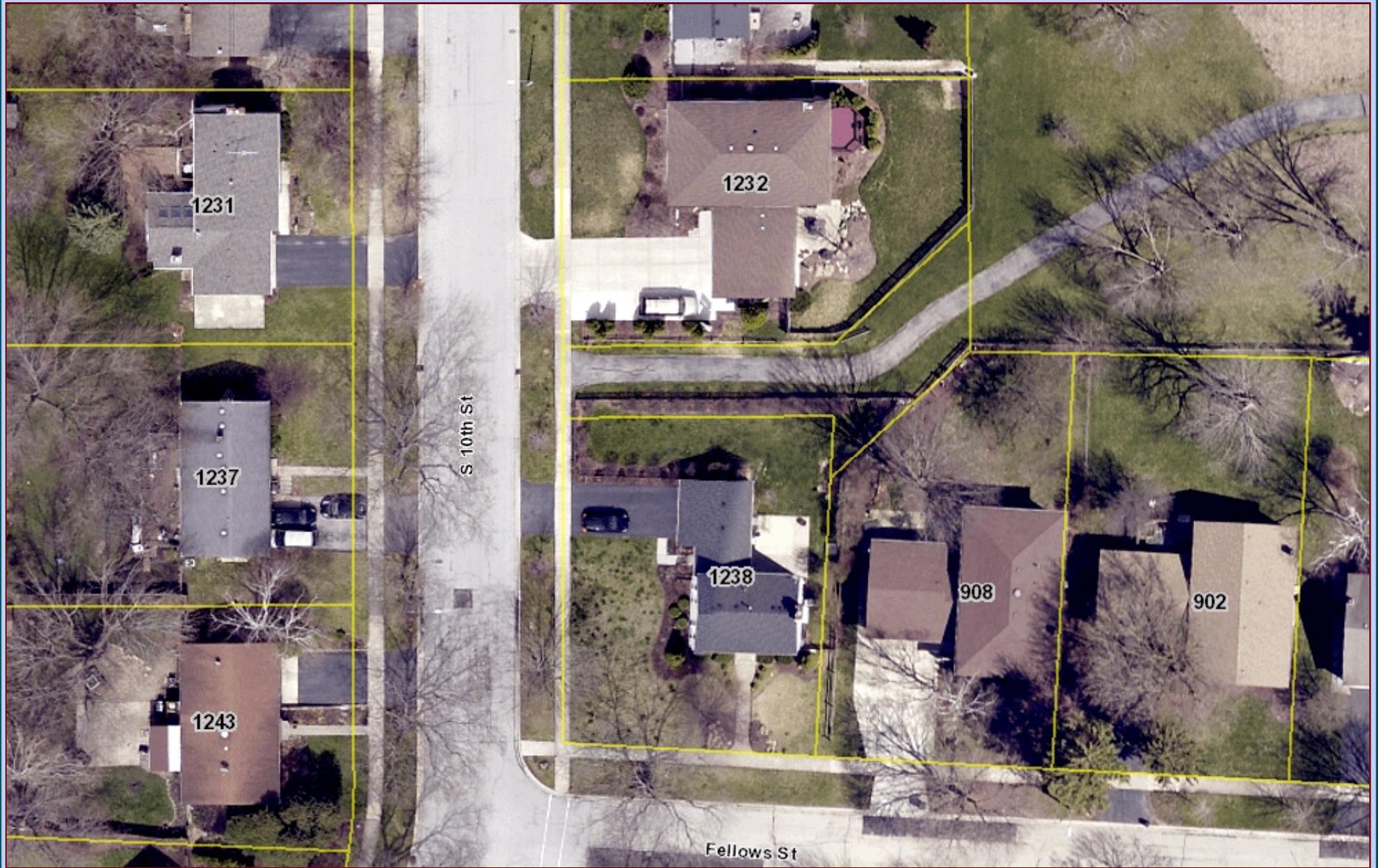
City of St. Charles, Illinois

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

1232/1238 S 10th Street Walkway

RAYMOND ROGINA *Mayor*

MARK KOENEN *City Administrator*



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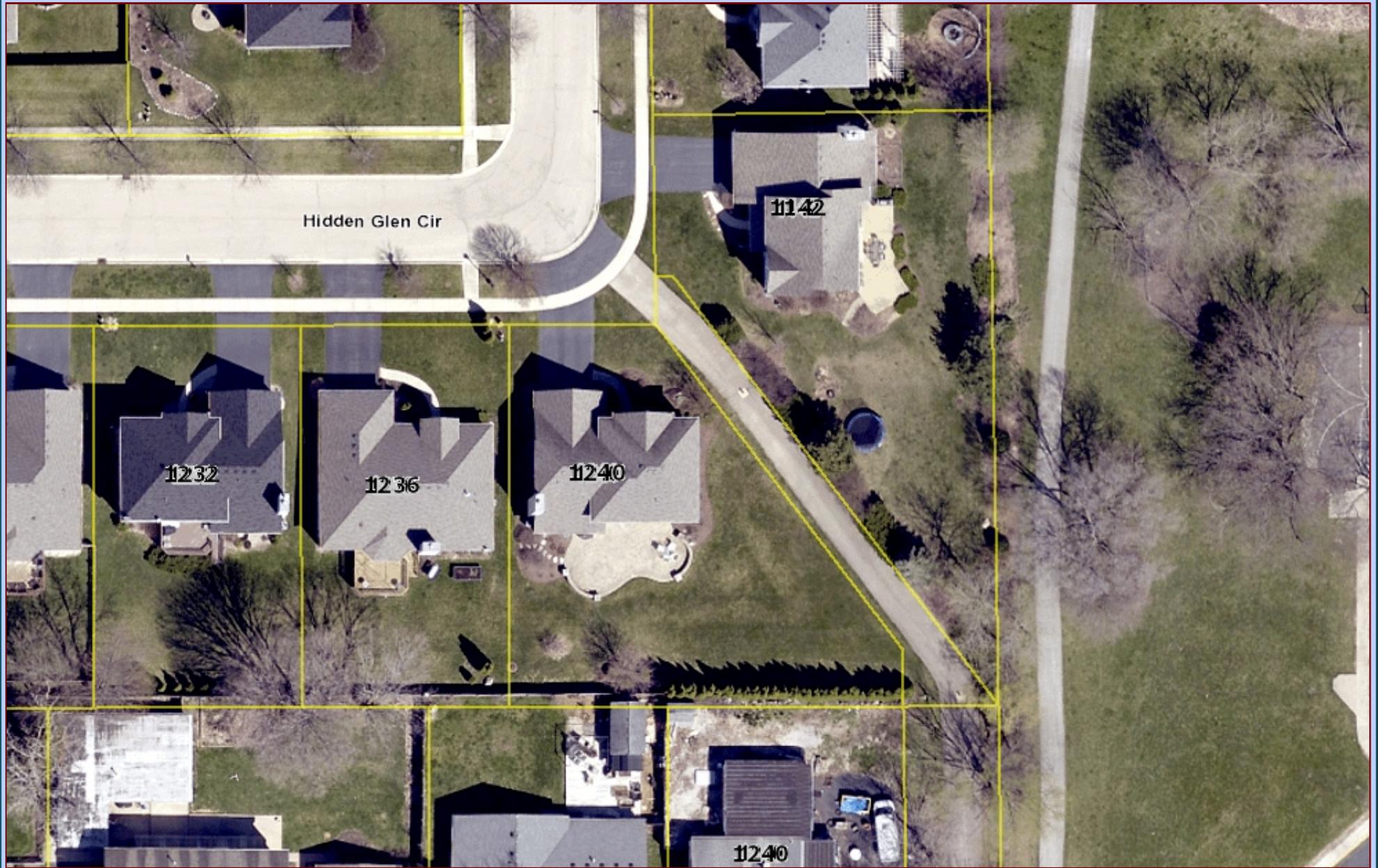
City of St. Charles, Illinois

Two East Main Street St. Charles, IL 60174-1984
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1142/1240 Hidden Glen Circle Walkway

RAYMOND ROGINA *Mayor*

MARK KOENEN *City Administrator*

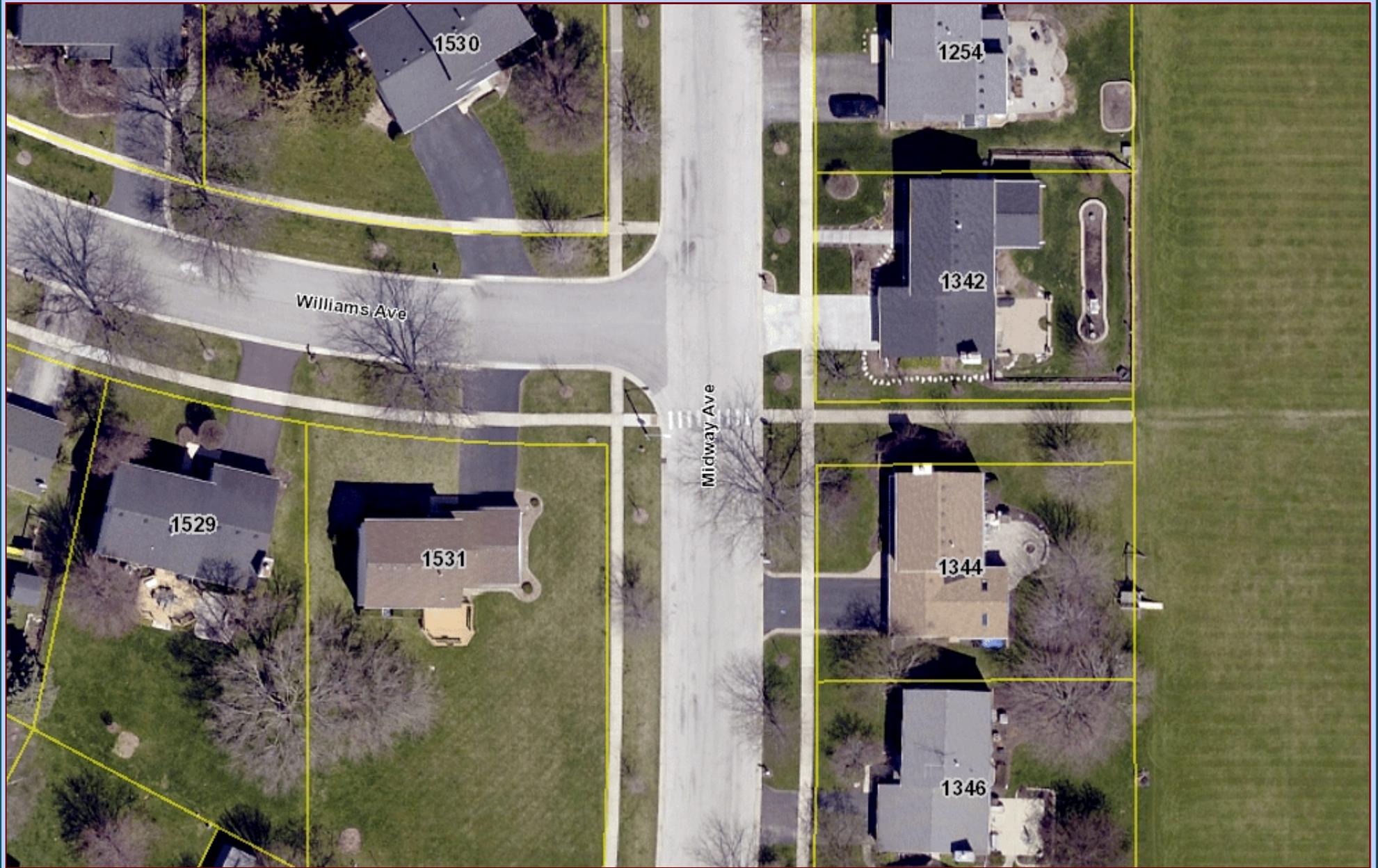


Data Source:
City of St. Charles, Illinois
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City of St. Charles, Illinois

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Phone: 630-377-4400 Fax: 630-377-4440 - www.stcharlesil.gov

1435/1445 Banbury Avenue Walkway

RAYMOND ROGINA *Mayor*

MARK KOENEN *City Administrator*



Data Source:
City of St. Charles, Illinois
Kane County, Illinois
DuPage County, Illinois
Projection: Transverse Mercator
Coordinate System: Illinois State Plane East
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City of St. Charles, Illinois

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1801/1723 Jeanette Avenue Walkway

RAYMOND ROGINA *Mayor*

MARK KOENEN *City Administrator*



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City of St. Charles, Illinois
Kane County, Illinois
DuPage County, Illinois
Projection: Transverse Mercator
Coordinate System: Illinois State Plane East
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City of St. Charles, Illinois

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1801/1803 Rita Avenue Walkway

RAYMOND ROGINA *Mayor*

MARK KOENEN *City Administrator*



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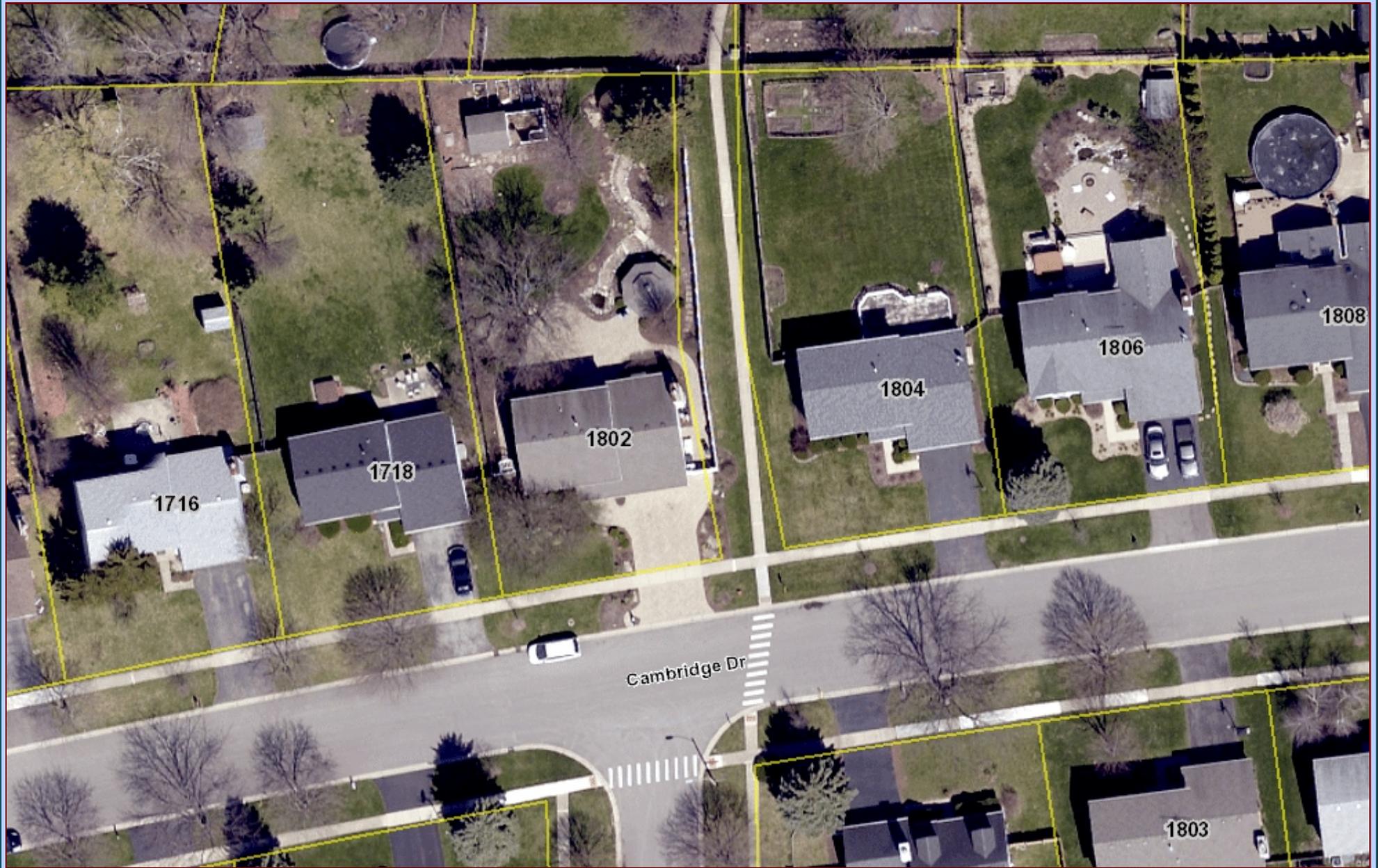
City of St. Charles, Illinois

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

1802/1804 Cambridge Drive Walkway

RAYMOND ROGINA *Mayor*

MARK KOENEN *City Administrator*



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City of St. Charles, Illinois
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DuPage County, Illinois
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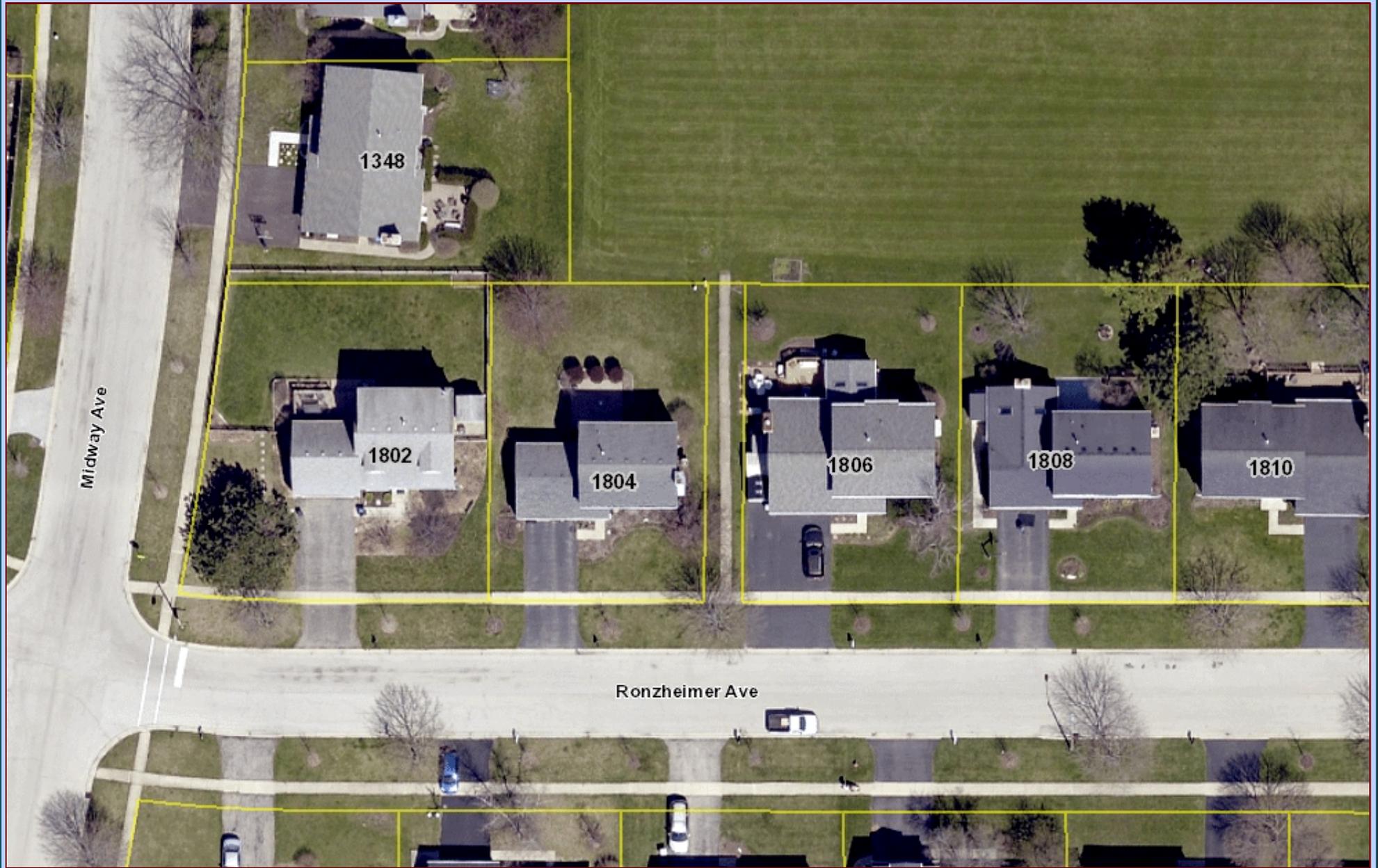
City of St. Charles, Illinois

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

1804/1806 Ronzheimer Avenue Walkway

RAYMOND ROGINA *Mayor*

MARK KOENEN *City Administrator*



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City of St. Charles, Illinois

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1840/1846 Allen Lane Walkway

RAYMOND ROGINA *Mayor*

MARK KOENEN *City Administrator*



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City of St. Charles, Illinois
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DuPage County, Illinois
Projection: Transverse Mercator
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City of St. Charles, Illinois

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1908/1910 Ronzheimer Avenue Walkway

RAYMOND ROGINA *Mayor*

MARK KOENEN *City Administrator*



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City of St. Charles, Illinois

Two East Main Street St. Charles, IL 60174-1984
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2010/2020 Fairfax Road Walkway

RAYMOND ROGINA *Mayor*

MARK KOENEN *City Administrator*



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City of St. Charles, Illinois
Kane County, Illinois
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Projection: Transverse Mercator
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City of St. Charles, Illinois

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2010/2020 Forest Ridge Road Walkway

RAYMOND ROGINA *Mayor*

MARK KOENEN *City Administrator*



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City of St. Charles, Illinois
Kane County, Illinois
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Projection: Transverse Mercator
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City of St. Charles, Illinois

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2891/3001 Majestic Oaks Road Walkway

RAYMOND ROGINA

Mayor

MARK KOENEN

City Administrator



Data Source:
City of St. Charles, Illinois
Kane County, Illinois
DuPage County, Illinois
Projection: Transverse Mercator
Coordinate System: Illinois State Plane East
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City of St. Charles, Illinois

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3013 King Richard Circle Walkway

RAYMOND ROGINA *Mayor*

MARK KOENEN *City Administrator*



Data Source:
City of St. Charles, Illinois
Kane County, Illinois
DuPage County, Illinois
Projection: Transverse Mercator
Coordinate System: Illinois State Plane East
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3635/3701 Deville Lane Walkway

RAYMOND ROGINA *Mayor*

MARK KOENEN *City Administrator*



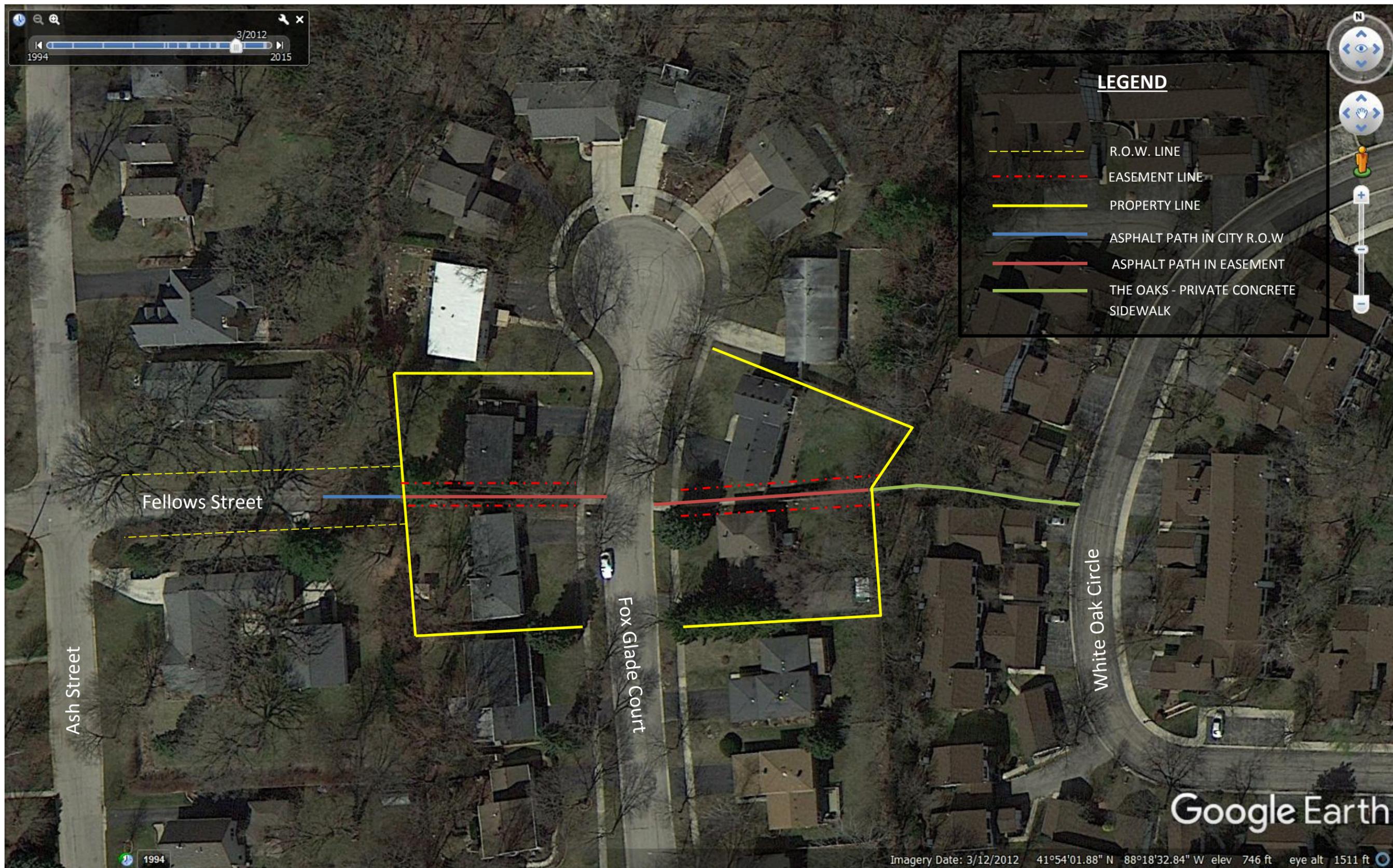
Data Source:
City of St. Charles, Illinois
Kane County, Illinois
DuPage County, Illinois
Projection: Transverse Mercator
Coordinate System: Illinois State Plane East
North American Datum 1983
Printed on: October 3, 2016 10:39 AM



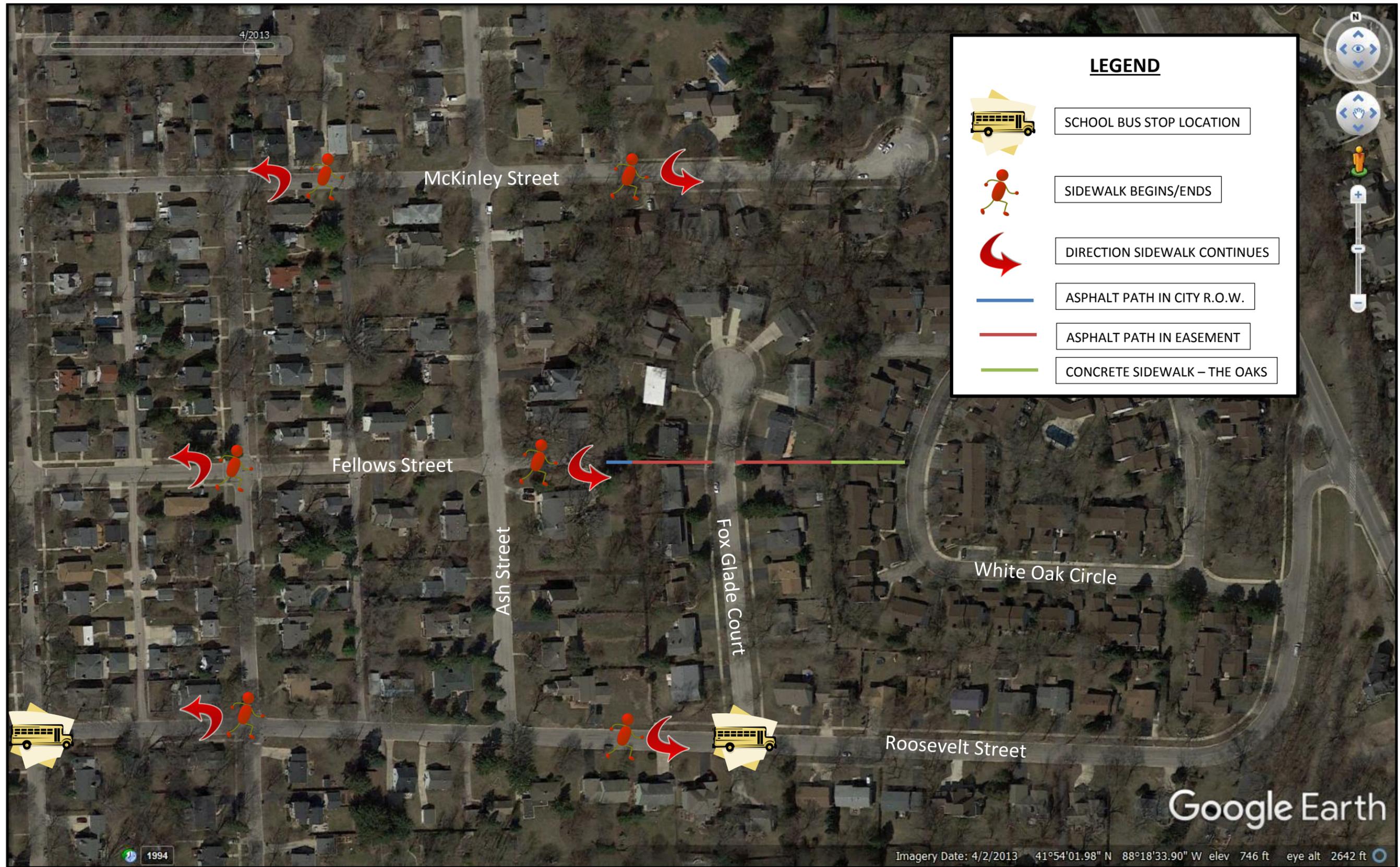
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ATTACHMENT "B"



ATTACHMENT "C"



Google Earth

Imagery Date: 4/2/2013 41°54'01.98" N 88°18'33.90" W elev 746 ft eye alt 2642 ft

(Oaks Association letter in black October 17, 2016, *walkway path homeowner comments in red, October 19, 2016*).

October 17, 2016

To: City of St Charles
Government Services Committee

RE: Western Entrance to The Oaks

The pedestrian pathway passing through Block 2 of Fox Glade Subdivision, immediately west of the Oaks, has recently come under discussion by the Government Services Committee of the City Council. *(Homeowners along this path also requested the City close it in 2012.)*

The four property owners of the lots upon which the paved pathway traverses have made a request of the City to eliminate the pathway and vacate the "Walkway Easement" that provided for the creation and existence of the pathway since 1969. *(It was mentioned at the September 26, 2016, City of Saint Charles Government Services Committee that nowadays a walkway easement would never be put on private properties but on a dedicated lot of its own...was this walkway originally improperly developed and platted?)* The owners have alleged numerous intrusions into their privacy, including, motorized vehicle noise, debris being thrown into their yards and disturbance to their dogs when passersby use the pathway. *(Additional complaints from homeowners along the path include devalued properties making them less desirable to a potential purchaser, disturbing the neighborhood peace/security issues since the path is open 24 hours a day. Besides disturbance issue, motorized traffic is also a safety issue.)*

The 10 foot wide Walkway Easement that encumbers the four properties provides for a total width of 20 foot space within which the paved pathway is allowed to exist. However, the space between the fences installed by the neighbors to separate their yards from the actual pathway are as narrow as 3½ feet apart in some places, leaving hardly any room for a person to safely ride a bicycle. This condition exists all the while there appears to be adequate space for the fences to be relocated further away from the existing pavement. *(House structures edges of 1309 and 1310 Fox Glade are 11 feet from walkway lot lines, 1228 Fox Glade house structure is 10 feet from lot line. House structure on 1227 Fox Glade is 6.25 feet from lot line which means the easement encroaches 3.75 feet into the dwelling's structure...how did this get approved for the subdivision developer in the first place?).*

The pathway has been in existence and use for over 45 years. That is more than 10 years before any of the present property owners arrived. *(Current residence duration along the path; 1227 Fox Glade 36 years, 1228 Fox Glade 11 years, 1309 Fox Glade 30 years and 1310 Fox Glade 26 years).* The pathway has become a vital access point to The Oaks, for its residents and to the surrounding community. *(There*

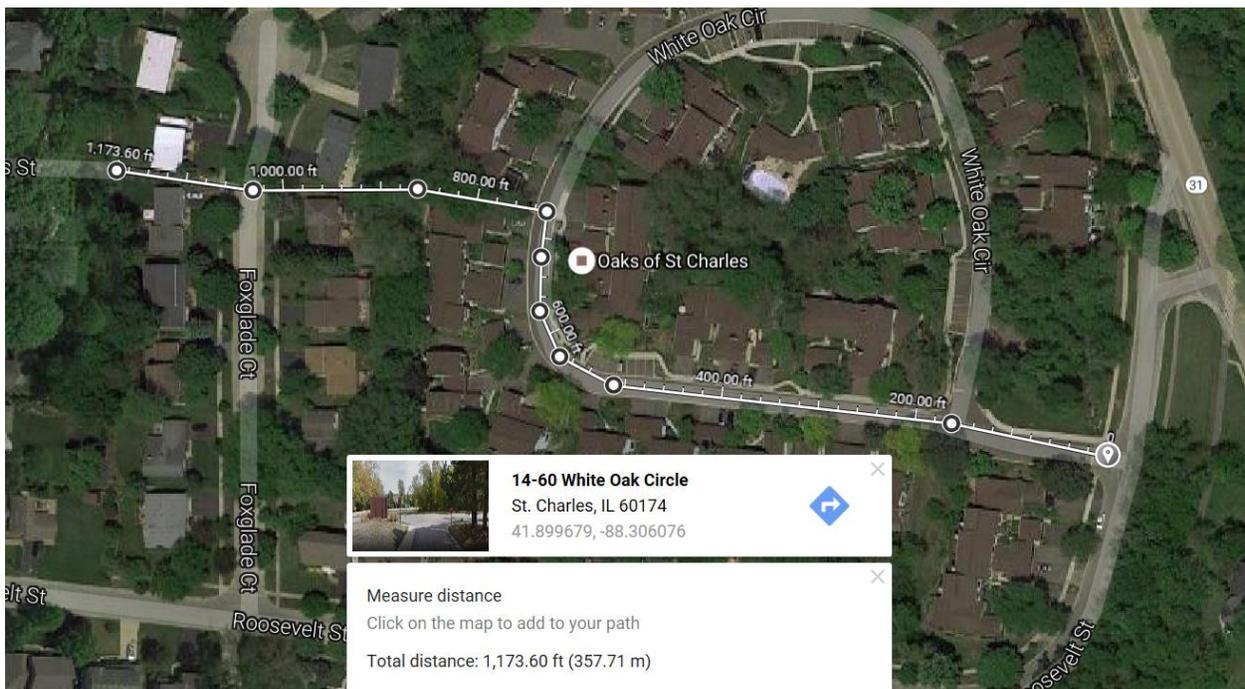
is a very close alternate same distance city sidewalk starting from the Oaks entrance that runs up Roosevelt Street and travels as far west as the subject walkway. This city sidewalk is safer since it has better lighting; sections of Fox Glade walkway are very dark at night). Children walk to Davis School. (About three years ago the City-employed crossing guards at busy traffic Horne/Third streets intersection were eliminated and children were encouraged to use school buses. Closest school is Davis School (eight blocks from Fox Glade Court) and has only kindergarten, 1st and 2nd grades, kids these ages would not walk to school on their own anyway. Currently there are zero school kids observed using the Fox Glade walkway, they are taking school busses which are safer (lack of sidewalks along routes) and provide shelter from inclement weather). Older people can enjoy a safe walk on level ground and are able to venture westward to other communities of the city. (Same comment as above...use alternate same distance sidewalk route along Roosevelt Street which is not out of the way, goes as far west as Fox Glade walkway and is safer at night due to bad/no lighting on Fox Glade pathway). Without the pathway, emergency access into or out of the Oaks would not exist in the event the Roosevelt Street access is blocked. (What is the chance Roosevelt Street gets blocked? There are numerous other streets and subdivisions in Saint Charles without secondary/alternate egress, here are a few; Crestwood Circle (Townhomes), McKinley Street, South 5th Street, South 6th Street, Thorntree Road, Stonewood Drive, West Allen Lane, Chandler Avenue, North Tyler Road, Hawkins Court, Stirrup Court, 9th Court, Hawthorn Drive and Walnut Ridge Lane. A fire truck or ambulance could not fit through the Fox Glade walkway easement). Other non-Oaks residents freely enjoy the same pedestrian access between Fellows Street and Route 31. Closing the pathway would be counter-productive to the goals of urban planning to develop walk able, interconnectivity of neighborhoods. (Comment on last two sentences is same as above, use the very nearby Roosevelt Street sidewalk for interconnectivity; it is the same distance as cutting through the Fox Glade path. Please see maps at bottom of letter).

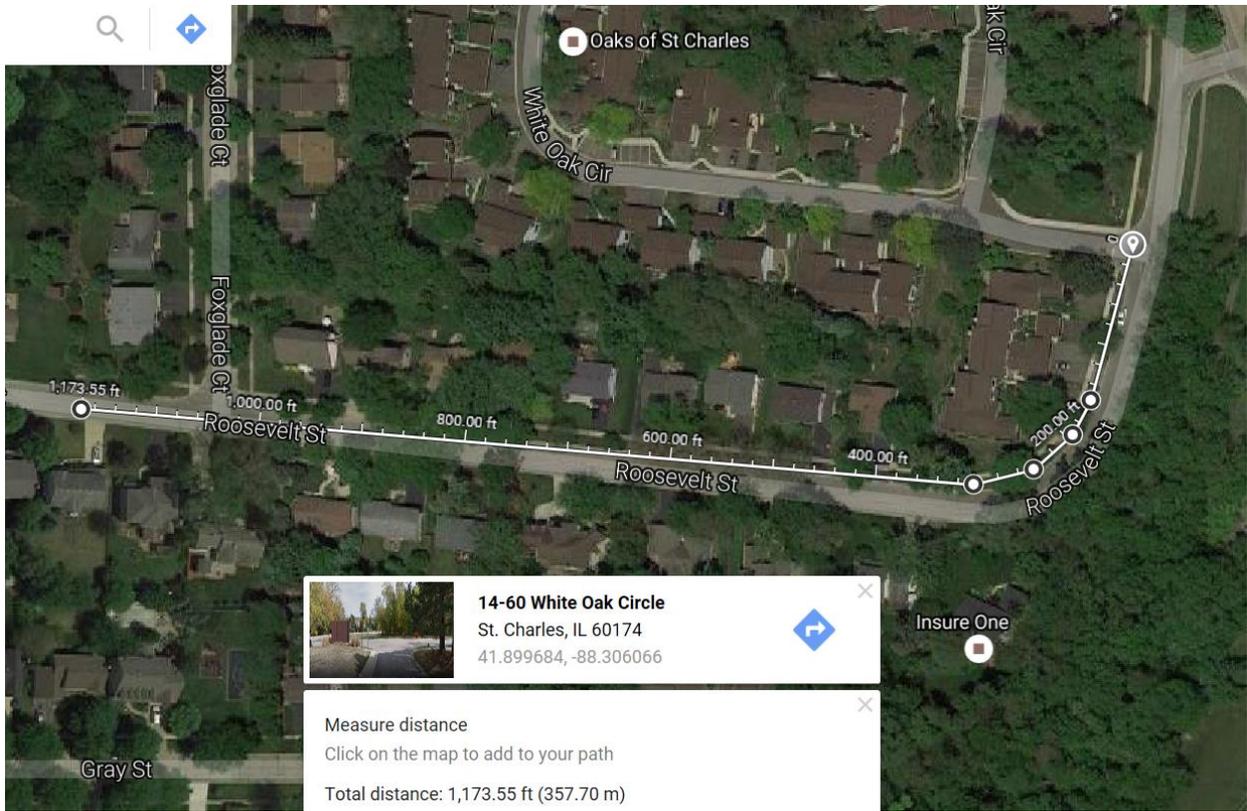
Many of the problems reported by the residents would likely be reduced if the fences were moved further away from the paved surfaces of the walkway, perhaps to coincide with the city's existing 10'-wide utility easement along the same common property line. Planting vegetation (such as small barberry or roses) in the cleared space along the fences might result in a lesser propensity for pedestrians to come in contact with neighbors' fences and/or to disturb pets. (The homeowner's dogs along the walkway know from inside the houses when someone is using the path, moving the fences further into the homeowners' private property private property would not reduce dog barking. Please remember that most walkway easements in Saint Charles were setup correctly on "designated/separate" lots...the Fox Glade Court path is on private properties lots). Any debris left by pedestrians is more likely to be left within a wider fenced area than thrown over the fences onto the adjacent yards. (Currently there is much more garbage left in the walkway than thrown into homeowners' yards. Bushes inside the walkway actually would provide people places to throw garbage behind...see dog waste comment below). Vehicles of any kind could be limited by access barriers, like the ones in use on other public pathways in linear parks that require the rider to dismount and walk their bicycle through it. Motorized vehicles would not even attempt entry. (This easement is open 24 hours/day; barriers could not be seen at night because of inadequate lighting in most of the walkway areas. A barrier would not allow bicycle child trailers to get through...if a bicycle trailer can get through so can motorized vehicles). If pet droppings continue after the above changes are made, signs and/or

doggie bag dispensers could be installed at either end of the pathway -- on Fellows of in the Oaks. (The main dog waste problem is people throwing their filled doggie bags behind the bushes up against the houses in attempts to hide them. Irresponsible people that litter do not pay attention to signs. People throw filled dog waste bags in our bushes because they don't want to carry them home. Frequency of dog waste bags in the bushes rises in the winter because pedestrians' hands are cold).

There is no doubt the pathway has proven itself to be an asset to a larger community than just The Oaks. (Four of the most frequent path users from the Oaks all have said that if they lived along the path they wouldn't want it open, this includes two members of the Oaks Board of Directors. The Oaks Association President also stated this at the September 26, 2016 Government Services Committee meeting). Its use simply needs to be smartly managed.

The Oaks strongly opposes closure of the pathway. (The four homeowners along the path suggest to the City Council that pedestrians use the alternate sidewalk at the entrance to the Oaks and up Roosevelt Street which is safer because of better lighting/no width-limiting fences. From the Oaks entrance travelling west to end of the path at Fellows west dead end is ~1,173 feet. From the Oaks entrance travelling west to end of sidewalk on Roosevelt is coincidentally also ~1,173 feet. Both walkways/sidewalks end a half block short of Ash Street. Google maps with distances are below).





Board of Directors
The Oaks of St. Charles Townhome Owners Association

**City of St. Charles Illinois
Resolution No. 2013-7**

**A Resolution Authorizing the City Administrator to Execute
Four Letters Regarding the Fox Glade Court Easements**

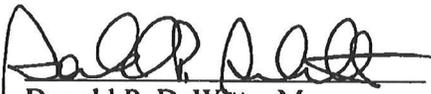
**Presented & Passed by the
City Council on February 4, 2013**

BE IT RESOLVED BY THE Mayor and City Council of the city of St. Charles, Kane and DuPage Counties, Illinois, that the city Administrator be and the same hereby authorized to execute four letters regarding the Fox Glade Court Easements.

PRESENTED to the City Council of the City of St. Charles, Illinois, this 4th day of February 2013.

PASSED by the City Council of the City of St. Charles, Illinois, this 4th day of February 2013.

APPROVED by the Mayor of the City of St. Charles, Illinois this 4th day of February 2013.


Donald P. DeWitte, Mayor

ATTEST:


City Clerk

COUNCIL VOTE:

Ayes: 10
Nays: 0
Absent: 0
Abstain: 0



January 21, 2013

Gary and Sherry Fox
1309 Fox Glade Court
St. Charles, Illinois 60174



#1 City for Families
by FamilyCircle® magazine

Re: Walkway located at 1309 Fox Glade Court

Dear Gary and Sherry Fox:

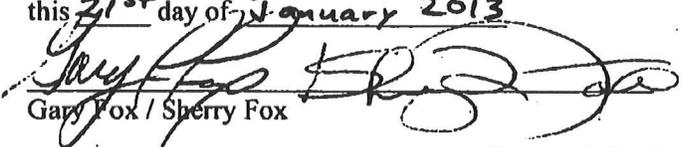
This letter is in reference to the sidewalk on the premises that you own, located at the above-referenced address (the "Premises"). The sidewalk was constructed by the City pursuant to a walkway easement denoted on the plat of subdivision for Fox Glade Unit No. 1. The City Council of the City has authorized me to inform you as follows:

1. So long as the sidewalk remains in existence (including any replacement sidewalk that may be installed), the City shall, at its expense, maintain, repair, renew and replace the sidewalk as from time to time necessary and appropriate to keep it in good condition.
2. The City shall, to the extent permitted by law, indemnify, defend and hold harmless you, as owner of the Premises, and any successor owner of the Premises, from and against all liability arising out of claims for bodily injuries, death or property damage resulting from the use of the sidewalk for its intended purpose. However, nothing set forth in this paragraph shall be deemed a waiver of any defenses or immunities relating to the sidewalk that are, or would be, available by law to the City.
3. Nothing contained in this letter is intended to give rise to any duties or liabilities on behalf of the City which are not set forth herein or authorized by law.
4. Nothing contained in this letter is intended to abrogate the police powers of the City.
5. This letter is intended to benefit you, as owner of the Premises and any successor owner of the Premises.
6. If the City removes and does not replace the sidewalk, it will grade and seed the affected area. Upon such removal, all obligations and undertakings set forth in this letter shall cease and the City may record a document to that effect with the Kane County Recorder's Office.

CITY OF ST. CHARLES, ILLINOIS

By: _____
Brian Townsend, City Administrator

Receipt acknowledged
this 21st day of January 2013


Gary Fox / Sherry Fox

DONALD P. DEWITTE Mayor

BRIAN TOWNSEND City Administrator

January 21, 2013

Hilda Holm
1228 Fox Glade Court
St. Charles, Illinois 60174



#1 City for Families
by FamilyCircle® magazine

Re: Walkway located at 1228 Fox Glade Court

Dear Hilda Holm:

This letter is in reference to the sidewalk on the premises that you own, located at the above-referenced address (the "Premises"). The sidewalk was constructed by the City pursuant to a walkway easement denoted on the plat of subdivision for Fox Glade Unit No. 1. The City Council of the City has authorized me to inform you as follows:

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CITY OF ST. CHARLES, ILLINOIS

By: _____
Brian Townsend, City Administrator

Receipt acknowledged
this 21st day of January 2013



Hilda Holm

DONALD P. DEWITTE Mayor
BRIAN TOWNSEND City Administrator

January 21, 2013

Philip VanAcker
1227 Fox Glade Court
St. Charles, Illinois 60174



#1 City for Families
by FamilyCircle® magazine

Re: Walkway located at 1227 Fox Glade Court

Dear Philip VanAcker:

This letter is in reference to the sidewalk on the premises that you own, located at the above-referenced address (the "Premises"). The sidewalk was constructed by the City pursuant to a walkway easement denoted on the plat of subdivision for Fox Glade Unit No. 1. The City Council of the City has authorized me to inform you as follows:

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CITY OF ST. CHARLES, ILLINOIS

By: _____
Brian Townsend, City Administrator

Receipt acknowledged
this 21st day of January 2013

Philip VanAcker
Philip VanAcker

DONALD P. DEWITTE Mayor
BRIAN TOWNSEND City Administrator

January 21, 2013

Jeff Fox and Christine Carlson-Fox
1310 Fox Glade Court
St. Charles, Illinois 60174



ST. CHARLES
SINCE 1834

#1 City for Families
by FamilyCircle® magazine

RE: Walkway located at 1310 Fox Glade Court

Dear Jeff Fox and Christine Carlson-Fox:

This letter is in reference to the sidewalk on the premises that you own, located at the above-referenced address (the "Premises"). The sidewalk was constructed by the City pursuant to a walkway easement denoted on the plat of subdivision for Fox Glade Unit No. 1. The City Council of the City has authorized me to inform you as follows:

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CITY OF ST. CHARLES, ILLINOIS

By: _____
Brian Townsend, City Administrator

Receipt acknowledged
this 21st day of January 2013

Jeff Fox - Christine A. Carlson-Fox

Jeff Fox / Christine Carlson-Fox

DONALD P. DEWITTE Mayor

BRIAN TOWNSEND City Administrator

TWO EAST MAIN STREET

ST. CHARLES, IL 60174

PHONE: 630-377-4400

FAX: 630-377-4440

www.stcharlesil.gov



City of St. Charles, Illinois

Two East Main Street St. Charles, IL 60174-1981

Phone: 630-377-4400 Fax: 630-377-4410 - www.stcharlesil.gov

Fox Glade Court Walking Path

RAYMOND ROGINA

Mayor

MARK KOENEN

City Administrator



Data Source:
 City of St. Charles, Illinois
 Kane County, Illinois
 DuPage County, Illinois
 Projection: Transverse Mercator
 Coordinate System: Illinois State Plane East
 North American Datum 1983



Overall Site Plan



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 Prepared by Planning Dept

Printed on: September 25, 2014 03:42 PM



City of St. Charles, Illinois

Two East Main Street, St. Charles, IL 60174-1984

Phone: 630-377-4100 Fax: 630-377-4140 - www.stcharlesil.gov

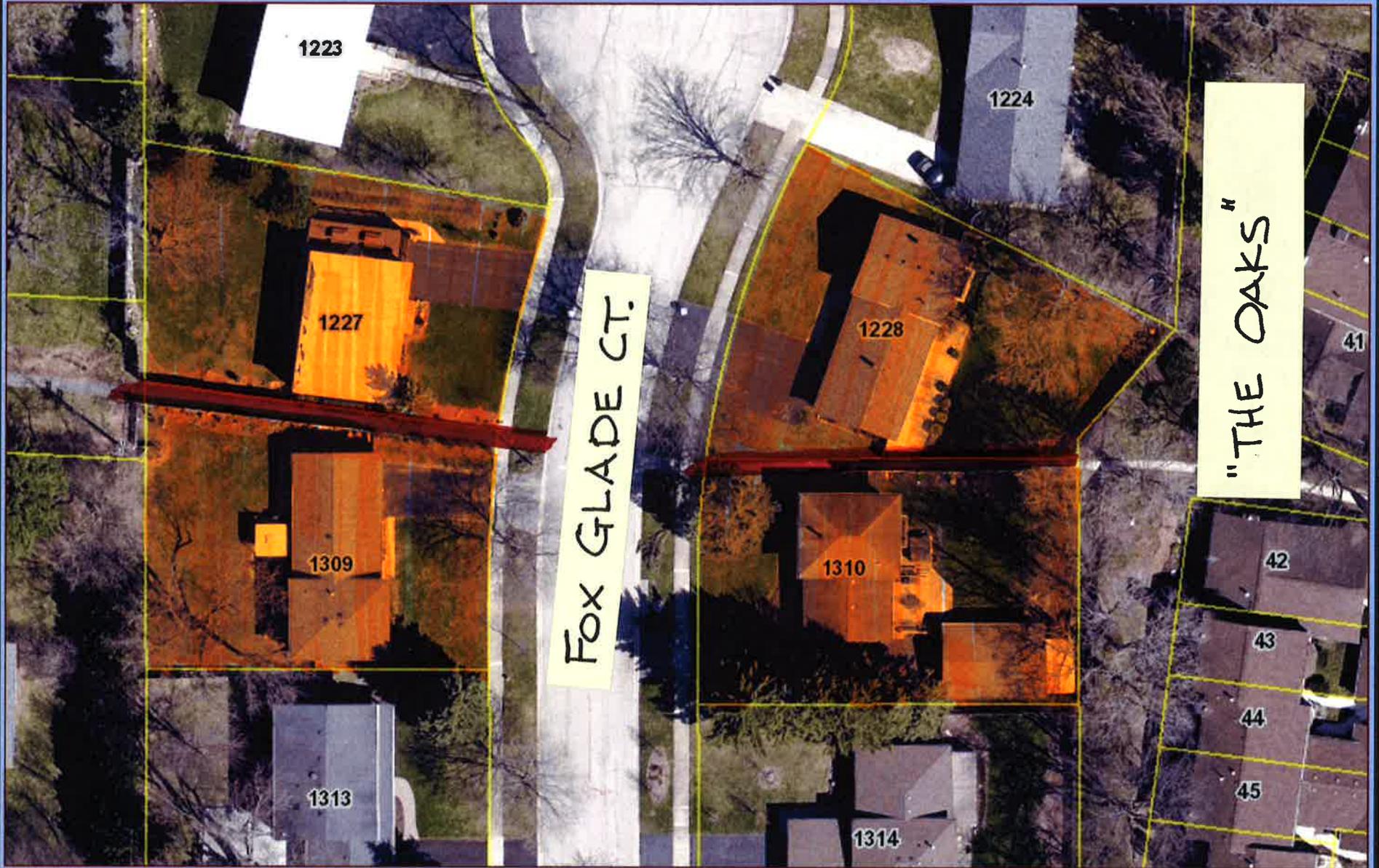
Fox Glade Court Walking Path

RAYMOND ROGINA

Mayor

MARK KOENEN

City Administrator



Data Source:
 City of St. Charles, Illinois
 Kane County, Illinois
 DuPage County, Illinois
 Projection: Transverse Mercator
 Coordinate System: Illinois State Plane East
 North American Datum 1983
 Printed on: September 20, 2010 01:54 PM



Enlarged Site Plan

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 Prepared by: 8/10/2010

September 9, 2016

Application to City of Saint Charles, Illinois for Homeowners Requesting Vacate Walkway Easement On Their Private Properties

Location of Walkway Legal Description:

Lots 5, 6, 13 & 14 of Fox Glade PUD, Block 2, Saint Charles, Illinois

Applicants:

- Gary and Sherry Fox, 1309 Fox Glade Court, Saint Charles, IL 60174 (Lot 5) email: gfoxent@aol.com
- Hilda Holm, 1228 Fox Glade Court, Saint Charles, IL 60174 (Lot 13) email: donhilda@yahoo.com
- Jeff Fox and Christine Carlson-Fox, 1310 Fox Glade Court, Saint Charles, IL 60174 (Lot 14) email: jcfoxz@comcast.net
- Philip VanAcker, 1227 Fox Glade Court, Saint Charles, IL 60174 (Lot 6) email: pavanacker@att.net

Reasons for request: Safety/Security/Privacy/Nuisance/Disturbing the Peace/Devalued Property/Legal

- City population at time of 1969 plat recording was around 9,000, currently 33,000+. General overall quality of walkway users has become less desirable, they are now less conscientious, less respectful to privilege of using the walkway through our yards. Walkway was initially a dirt path.
- Littering along walkway. Used dog waste bags/empty liquor bottles are thrown into bushes along walkway and up against houses. Dog waste is left on walkway, used condom/feminine protection napkin are among items found on walkway as well as frequent cigarette butts and paper litter to be picked up by homeowners. Walkways are sheltered by privacy fences which contribute to abnormal activities occurring on the path compared to open city sidewalks along street parkways.
- A large fire was started by young pedestrians smoking cigarettes and lighting a pile of pine needles five feet from house structure on Lot 6 which had to be extinguished by homeowner. Could have caught house on fire if owner was not home.
- A drunk middle-aged male was found passed out on the path. Resident tried to wake him with no success. Saint Charles Police were called who managed to wake up the person and haul him away.
- Late one night a beer bottle was thrown at house from the walkway waking up the residents on Lot 14 and disturbing their dog.
- Only a fence thickness separates pedestrians from homeowners. Three of the four homeowners along the walkway have dogs. When people use the walkway (especially when walking their own dogs) excessive barking occurs and plants/flowers along inside yards get trampled by homeowner's dogs running along the fences. Some walkway users bark back at dogs or drag sticks down the fences to further antagonized dogs.
- Walkway is open at all times of the day and night causing safety/security issues on our properties. Noisy pedestrians frequently use the walkway in the middle of the night disturbing/waking up homeowners and homeowner's dogs.
- Pedestrians have thrown bags of chicken bones into yards of Lots 13 & 14. Hoping to harm dogs?
- Motor scooters have started using the path and are long gone before possible police contact.
- With the walkway actually in our yards, houses are very close to walkway. Lots 5 and 14 houses are 9 feet from walkway edge, Lot 6 house is 4.5 feet and Lot 13 house, 8 feet. For privacy/security, with house on Lot 6 being less than five feet away from path, requires windows be closed/covered up at all times. On occasions at night, have had pedestrians bang on Lot 6 house and run.

Page 2, Application to City of Saint Charles, Illinois for Homeowners Requesting Vacate Walkway Easement On Their Private Properties

- School buses pick up/drop off kids on nearby Roosevelt Street at Fox Glade Court and White Oaks Circle entrances. No need of walkway for school transportation.
- Presence of walkway though our yards devalues our properties/makes homes locations less desirable to a potential buyer.
- This walkway is not "dedicated" to the City of Saint Charles (only in-use walkway in Saint Charles on private properties), *Block 2* of Fox Glade PUD, 1969 plat on file at the county. This walkway easement is 20 feet wide (10 feet on each lot), the house structures on lots 5 and 6 are less than 18 feet apart from each other.
- There is no Fox Glade PUD *Block 2* walkway easement included on the Oaks Townhomes plat (walkway does not continue through the Oaks), 1975 plat on file at the county.
- A similar walkway easement in *Block 1* of same Fox Glade PUD between lots 4 and 5 (McKinley Street) is closed (not in use), also not dedicated and not continued through Oaks Townhomes (see same 1969 FOXGPUD plat). For an example of a dedicated walkway in Saint Charles please see Mc Clatchey subdivision between lots 7 and 1 (near 7th Street and Fellows Street), plat on file at the county, 1973.

We request the City of Saint Charles please process vacating this walkway easement in Fox Glade PUD, Block 2, along Lots 5, 6, 13 & 14.

Gary and Sherry Fox

Date 9-9-16



Hilda Holm

Date 9-9-16



Jeff and Christine Carlson-Fox

Date 9-9-2016



Philip VanAcker

Date 9-9-2016





AGENDA ITEM EXECUTIVE SUMMARY

Agenda Item number: 4.c

Title:

Recommendation to Award the Bid for Snow and Ice Control Services for the 2016/2017 Winter Season

Presenter:

AJ Reineking

Meeting: Government Services Committee

Date: October 24, 2016

Proposed Cost: \$154,000.00

Budgeted Amount: \$154,000

Not Budgeted:

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

The Public Works Department is responsible for snow and ice control on City properties and roadways throughout the community. To accomplish this task, contractors are used to supplement City staff in snow removal efforts in specific applications as conditions warrant.

For the last several seasons, the City has utilized the services of up to seven different contractors per year to maintain parking lots, sidewalks, allies, and eight cul-de-sac routes. Historically, the City paid these contractors in accordance with the Illinois Prevailing Wage Act. However, the Illinois Department of Labor recently posted a clarification on their website that clearly states that the Act does not apply to snow removal.

Given this new information, staff prepared a new bid for the 2016/2017 snow season that omitted prevailing wage requirements. In addition, the time required to complete contractor routes was reduced from six hours to four, and rates were requested for large dump trucks to plow geographic routes throughout the City.

On October 4, 2016, bids were opened for Snow & Ice Removal Services for the upcoming winter season. This advertisement furnished six competitive bids. In addition to rates, bidders were asked to identify which work they were capable of performing, given their equipment and staffing availability throughout the season.

As in previous contracts for these services, the compilation of all six bids, based on each vendor's indicated capability and availability, is required to meet the needs of the City for the upcoming snow season. The attached bid tabulation identifies the recommended assignments based on each bidder's indicated available resources.

Attachments *(please list):*

Bid Tabulation * Bid Specifications * Bid Sheets

Recommendation/Suggested Action *(briefly explain):*

Recommendation to award the bid for Snow & Ice Control Services to Skyline Tree Service, Clean Sweep Environmental, Countywide Landscaping, Tovar Snow Professionals, Cornerstone Partners, and Schollmeyer Landscaping in the submitted bid rates, cumulatively not to exceed \$154,000.00.

City of St. Charles
 Snow & Ice Removal Services Bid Tabulation
 2016/2017 Snow Season
 Bid Opening: 10/4/2016

HOURLY RATES						
	Skyline Tree Service	Clean Sweep Environmental	Countywide Landscaping	Tovar Snow Professionals	Cornerstone Partners	Schollmeyer Landscaping
	St. Charles, IL	Batavia, IL	Elburn, IL	East Dundee, IL	St. Charles, IL	Big Rock, IL
EQUIPMENT RATES						
Semi Truck		\$ 125.00		\$ 135.00	\$ 145.00	
Tandem Axle Dump Truck		\$ 110.00		\$ 135.00	\$ 135.00	
Single Axle Dump Truck		\$ 95.00		\$ 125.00	\$ 125.00	
1-ton Dump Truck		\$ 95.00	\$ 120.00	\$ 115.00	\$ 95.00	
4WD Pickup	\$ 104.00	\$ 95.00	\$ 110.00	\$ 110.00	\$ 85.00	
Front End Loader		\$ 150.00		\$ 195.00	\$ 165.00	
Backhoe		\$ 150.00		\$ 162.00	\$ 205.00	
Skidsteer		\$ 125.00	\$ 150.00	\$ 130.00	\$ 130.00	
Sidewalks				\$ 65.00	\$ 42.00	\$ 60.00
AVAILABILITY/CAPABILITY						
Downtown Parking Lots		X		X		
Downtown Sidewalks				X		X
Alleys			X	X		
Cul-de-Sacs (8 total routes)	X (up to 3 routes)		X (up to 2 routes)		X (up to 3 routes)	
Main Snow Routes			X (up to 3 routes)	X (up to 13 routes)		

Recommended Assignments	
Parking Lots:	Clean Sweep Environmental
Sidewalks:	Schollmeyer Landscaping
Alleys:	Countywide Landscaping
Cul-de-Sacs:	Cornerstone Partners (Blue, Purple, Red)
	Skyline Tree Service (Green, Brown, Orange)
	Countywide Landscaping (Emerald, Yellow)
Main Routes:	Tovar (Zone 13 - CMD)

SPECIFICATIONS/SPECIAL PROVISIONS

Snow & Ice Removal Services

BID OPENING – Bids must be submitted to the St. Charles Municipal Center, located at 2 E. Main Street, St. Charles, IL 60174 by October 4, 2016 at 2:00 PM.

Intent

The City of St. Charles desires to enter into an agreement with multiple contractors to provide Snow & Ice Removal Services. The locations will be throughout the City of St. Charles within the City limits as designated on the attached Snow Route Maps (“Exhibit C”). Contractors will be asked to provide snow and ice removal services on an **as needed basis** and as defined in this contract.

General Information / Description

The City of St. Charles is responsible for Snow & Ice removal throughout the City. The City intends to utilize the services of several contractors to help supplement the City’s Snow Program. City staff has maintained a progressive Snow Removal Program for over twenty years and has always been focused on safe roads for our residents and visitors. Generally, the City will continue to maintain the majority of the arterial and secondary roadways throughout St. Charles, including plowing, salting, anti-icing applications for ice, sleet, light snow and heavy snow events.

Through this bid process, the City is seeking supplemental help from contractors to assist City staff as needed. Snow services available to contractors will not be limited; however, the current focus is for contractual Snow Removal to be performed within the City’s 180 cul-de-sacs, downtown parking lots, downtown sidewalks, and roadways in the Central Manufacturing District (also referred to as CMD or Zone 13).

Particular snow services that are currently available and offered will be noted on the Snow Route Maps (“Exhibit C”). **Contractors are to submit bids based on the potential of accepting more work as it may become available. In the location provided on the Base Bid/Fee Schedule From, each contractor shall identify the quantity of work they can perform based on the available services. Also, contractors shall identify the quantity of work they would like to perform if additional services become available.**

Contractors are responsible for coming to work based on the parameters of work (winter event/storm) established by the City.

Scope of Work

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 Snow & Ice Removal Services from 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 parameters and scope of this document.

Work will generally consist of Snow & Ice Removal in various locations throughout the City of St. Charles. Works locations may include, but not be limited to, Main Routes, Connector Routes, Downtown Area, Cul-de-sacs, Parking Lots, Alleys and Sidewalks. Work locations are defined on the attached Snow Route Maps (“Exhibit C”).

The Contractor shall bid on all services/tasks for each Bid Item.

Contractor is responsible for any and all damage to any properties, which are a result of Contractor’s actions. 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.

Contractor shall be responsible for the skills, methods, and actions of Contractor’s employees and for all work.

Contractor shall employ a sufficient number of staff to ensure performance of the work described.

Designated Contact

The Contractor shall designate one person to be the primary point of contact, available to receive callouts twenty-four (24) hours per day. The City will make every effort to give as much advanced warning of a call-out as practical.

Contract Period

The term of this contract will be for (1) year with two (2) additional one (1) year options, with an option to terminate after one (1) year, or 30 days after written notice, commencing on the eighth (8th) day of November 2016 and shall remain in full force and effect through April 30, 2017.

Option years shall begin May 1, 2017 through April 30, 2018, and May 1, 2018 through April 30, 2019.

Work to be done in response to the Invitation to Bid will be divided between multiple contracts and City of St. Charles staff. The work will be divided based on the attached Snow Route Maps (“Exhibit C”).

Documentation

Contractor shall maintain a complete record of all services provided including, but not limited to, start and end times, driver information, salt utilization, vehicle information and special comments. Records shall be kept on a form provided by the City. Contractor shall keep forms available for review during monthly meetings and/or as required by City staff.

Submittals and Inspections

The City will conduct regular inspections of Contractor's work. The City may conduct monthly meetings with Contractor to evaluate Contractor's services. During such meetings, the Contractor's past billings may be reviewed for compliance with the contract.

Contractor shall provide the City with a report of any problems encountered and recommendations for resolution of problems outside the contract scope of services with the monthly progress billings.

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 require descriptive literature or specification sheets for each type of vehicle or equipment listed as it deems necessary to properly administer specifications of this 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 a St. Charles 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. All vehicles and equipment must have a flashing amber light affixed to them while plowing for the City to ensure proper visibility.

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, regulation 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 City. 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.

Damage

The Contractor shall take all necessary precaution for the protection of public and/or private property. The Contractor shall be responsible for damages on or to public or private property resulting from careless or negligent operation of vehicles or handling of any receptacle. All property which suffers damage, including grass, mailboxes, etc. (reasonable wear-and-tear excepted) caused by the Contractor shall be repaired or replaced as soon as possible to equivalent quality at the time of the damage, and at no extra charge to the property owner or the City. If the Contractor fails to do so within a reasonable period of time, the City may, after the expiration of a period of forty-eight (48) hours after giving the contractor notice in writing, proceed to repair or replace such property as may

be deemed necessary at the Contractor's expense. Contractor agrees to pay for said expenses within ten (10) days of receipt of said invoice.

Employees and Conduct

The Contractor shall undertake to perform all Snow & Ice Removal 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 crew members 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, upon formal written or verbal request by the City, the Contractor shall remove such employee from work within St. Charles and furnish a suitable and competent replacement employee.

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 the Contractors' 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 respond in accordance with the provisions of this specification for more than two (2) consecutive working days/call-outs, 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 sole judgement, sufficient cause has been demonstrated, then the City shall serve notice either personally in writing 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 (or the next call-out). 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 remedy the situation. In such cases, the Contractor shall be liable for any costs incurred by the City to correct such default. Notwithstanding, the City shall further reserve the right to terminate this contract.

Prevailing Wage

Per the Illinois Department of Labor website, snow removal activities not associated with covered "Public Works" activities are not subject to the Illinois Prevailing Wage Act. As such, services rendered under this scope are not covered under the Prevailing Wage Act.

<http://www.illinois.gov/idol/FAQs/Pages/Landscaping.aspx>

Minimum Requirements

All contractors MUST meet the following minimum requirements to be considered for work:

Contractors may be required to respond to a minimum of two inches of snow and remain until all awarded areas are cleaned to the standard of the City of St. Charles and the event is completed. The Public Works Division Managers will maintain sole call-out discretion based on the event.

1. Minimum of five (5) years of experience providing snow and ice removal on public or private roadways, not including parking lots. If less than five years' experience, previous experience with the City will be considered.
2. Provide adequate communications. All vehicles will need a cell phone with hands-free capabilities. The City may opt to have the Contractor(s) carry a 2-way radio with the Public Works frequency. If this option is exercised, the City will provide the Contractor(s) with a radio to carry. The radio must be returned by the end of the season.
3. Ability to respond to designated work area within one (1) hour of being called out.
4. Ability to provide necessary assigned equipment 24 hours per day, 7 days per week.
5. Ability to provide competent drivers/operators that are capable of efficiently operating the equipment assigned and are able to read City supplied maps.
6. Provide equipment that meets or exceeds the Department of Public Works equipment specifications. All equipment shall display the name of the contractor for identification purposes.

Snowplowing Specifications

The City of St. Charles prides itself on providing safe roadways to our residents during every type of snow event. The Public Works Department will expect the same level of service from our contractors. The City is seeking hourly rate unit costs for snow plowing of roadway zones and of cul-de-sac zones.

Roadway zone plowing must be performed in a 3-ton dump truck (International 7400 or equivalent).

Cul-de-sac plowing shall be performed in appropriately sized equipment or a pickup truck.

All snowplowing operations MUST meet the following minimum specifications. All work is subject to approval from the Public Works Department based on these specifications.

1. Snowplowing shall commence within one (1) hour following notification by the City.
2. Cul-de-sac snowplowing shall be complete within four (4) hours following commencement of the work. Contractors are to provide enough equipment and the proper equipment to complete the tasks in a timely manner.

3. Roadway route plowing shall be continuous until the work is complete at the discretion of the Public Works Division Manager.
4. Snow will be plowed from all roadways and/or parking lots as per agreed upon in the contract.
5. Plowing shall be from curb-to-curb and plowed to bare pavement.
6. No large or excessive windrows will be allowed across driveways in cul-de-sacs, such determination shall be made by the Public Works Division Manager.
7. Residential driveways shall be clear of all large snow and ice boulders or chunks, allowing cars to pass through. Acceptable conditions shall be made at the sole discretion of the Public Works Department.
8. Backing into residential driveways is prohibited.
9. Stacking snow shall be done only in designated areas identified on the Snow Maps.
10. Special snow handling equipment requiring special charges above and beyond the contractor's normal snow plowing rates shall be utilized only with the City's prior authorization. Tandem axle dump trucks (6 wheelers) and single axle dump trucks (3-tons) are prohibited in cul-de-sacs unless approved by the City.
11. Fire hydrants, shutoff valves, extruding curb points, curbs or similar obstacles may or may not be flagged by the City at the City's sole discretion. Any damage to such items shall be repaired or replaced by the City at the Contractor's expense.
12. Any damage to residential property or parkways, including, but not limited to fences, landscaping, mail boxes, driveway improvements, etc. shall be repaired by the Contractor at the Contractor's expense. Repairs or replacements shall be completed as soon as practical, but no later than May 1st of the same year.
13. The downtown parking lot contractor(s) is responsible to remove snow from the sidewalk adjacent to the parking lots.
14. Contractor is to notify Public Works Division Manager if snow piles in cul-de-sacs or parking lots are becoming too large and/or impeding on sidewalks, driveways, or parking stalls.

Salting Specifications

All salting operations MUST meet the following minimum specifications. All work is subject to approval from the Public Works Department based on these specifications.

1. Salting operations shall commence within one (1) hour following notification by the City.

2. Salting operations shall be complete within four (4) hours following commencement of the work. Contractors are to provide enough equipment and the proper equipment to complete the tasks in a timely manner.
3. The City shall provide rock salt for contractors use or the City may direct the Contractor to provide salt as needed based on the alternate unit price. Salt will be billed to the City on a per-ton basis. Proper documentation for salt amounts/use must be provided to the City.
 - a. Salt spreading shall be equal to the SOP's followed by the City of St. Charles
 - b. Contractor shall verify that they have had their salt distribution equipment calibrated to meet City's standards
4. Contractor shall be given access to the City's salt storage areas. The Contractor shall provide the City a detailed monthly inventory of the City's salt utilized. City staff will record salt inventory for each Snow Event. Contractors will be expected to assist utilizing City provided documentation sheets.

The City will not provide an operator to load salt into Contractor equipment.

5. Contractor shall apply rock salt, salt/sand mix, or chemical at all collector roadways and intersections when plowing or salting as warranted and throughout the local area as directed by the City.
6. Contractor shall apply rock salt, salt/sand mix, and/or chemicals on all icy areas on roadways, driveways, entries, and exits with particular emphasis on intersections, but only as prioritized by the City.
7. During the existence of chronic ice, Contractor shall implement an ongoing program for applying rock salt, salt/sand mix and/or chemicals to assure maximum safety.

Parking Lot & Sidewalk Snow Removal Specifications

All parking lot and sidewalk snow removal operations MUST meet the following minimum specifications. All work is subject to approval from the Public Works Department based on these specifications.

The City maintains 23 parking lots and adjacent sidewalks in its downtown business district. For the purposes of this bid, the lots may be divided among multiple contractors based on their location with respect to the Fox River. East Side lots and sidewalks shall be identified as those east of the river (lots A, B, J, K, N, P, S, U, and the Public Works Department, as well as the adjacent sidewalks and sidewalks on the Main Street Bridge, the Prairie Street Bridge, and the N. 2nd Avenue, N. 3rd Avenue, and N. 5th Avenue bridges). West Side lots and sidewalks shall be identified as those on the west side of the river (lots C, E, F, G, H, I, L, O, Q, R, T, V, X, and Y, as well as the adjacent sidewalks and the Pedestrian Bridge and the Illinois Street Bridge).

1. Parking lot and sidewalk snow removal shall commence within one (1) hour following notification by the City.
2. Parking lot and sidewalk snow removal shall be complete within four (4) hours following commencement of the work. Contractors are to provide enough equipment and the proper equipment to complete tasks in a timely manner.
3. Parking lot and sidewalks shall be cleared from edge to edge and shoveled to bare pavement.
4. Contractor shall apply safety salt as supplied and when directed by the City.
5. Contractor shall be given access to the City's Public Works Garage area for pickup of City supplied materials and used for removing snow from sidewalks.
6. Snow shall be piled and plowed in areas designated by City staff.
7. Many of the City's downtown sidewalks and Plaza areas consist of brick pavers and/or set stone. Caution shall be taken at all times to ensure that no damage is caused to the surface. All powered equipment shall have rubber/poly protective covers over all steel that contacts surfaces. **No steel blades will be allowed on powered equipment.**

REFERENCES

List below other organizations (users of similar size and structure to St. Charles preferred) for which these or other similar services have been provided:

Agency Name: _____
Address _____
City, State, Zip Code _____
Telephone Number _____
Contact Person _____
Dates of Service _____

Agency Name _____
Address _____
City, State, Zip Code _____
Telephone Number _____
Contact Person _____
Dates of Service _____

Agency Name _____
Address _____
City, State, Zip Code _____
Telephone Number _____
Contact Person _____
Dates of Service _____

Agency Name _____
Address _____
City, State, Zip Code _____
Telephone Number _____
Contact Person _____
Dates of Service _____

Agency Name _____
Address _____
City, State, Zip Code _____
Telephone Number _____
Contact Person _____
Dates of Service _____

BASE BID / FEE SCHEDULE

Bidders will be required to submit costs for Snow & Ice Removal based on the following Fee Schedule. Bidders will be compensated based on hourly rates for use of the specified equipment to perform the specified services. Bidders will be awarded this procurement not necessarily based on least cost, but rather to the contractor whose bid and documentation best meets the requirements of this document. It is understood that the contractor will be required to perform and complete the proposed work in a thorough and professional manner. The contractor shall provide all necessary labor, tools, implements, equipment, materials, and supplies to complete the contracted work.

The bid shall include a detailed list of the equipment that the contractor will have available, including the following information for each piece of equipment:

1. The make and model of equipment
2. Age of equipment
3. Condition of equipment

All costs entered below shall be on an hourly rate for the 2016/2017 Snow Season. Percentage of increase will apply for the 2017/2018 and the 2018/2019 Snow Seasons.

Bidder Information

Company Name: _____ **Telephone:** _____
Address: _____ **Fax:** _____
City, State, Zip: _____ **Email:** _____
Contact Person: _____

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

**CITY OF ST. CHARLES
SNOW & ICE REMOVAL EQUIPMENT RATES
2016/2017 SEASON**

EQUIPMENT	HOURLY RATE
Semi/Bomber	\$
Tandem Axle Dump (6 wheeler)	\$
Single Axle Dump (3-ton)	\$
Dump Truck (1-ton)	\$
4WD Utility Truck (4WD Pickup)	\$
Articulated Front End Loader	\$
Backhoe	\$
Skidsteer	\$
Sidewalk Snow Removal	\$

Other (if applicable)	\$

ALTERNATE PRICING	
White bulk road salt (Est. 250 ton)	\$
Percent (%) Increase for 2017/18 Snow Season	\$
Percent (%) Increase for 2018/19 Snow Season	\$

A. Please indicate which services you are able to perform as of November 2016:

- East Side Downtown Parking Lots & Sidewalks
- West Side Downtown Parking Lots & Sidewalks
- Contractor Maintained Alleys
- Main Snow Routes
 - i. Number of Routes Capable of Covering: _____
 - ii. Route Preference (if multiple, check all that apply):
 - Zone 1
 - Zone 2
 - Zone 3
 - Zone 4
 - Zone 5
 - Zone 6
 - Zone 7
 - Zone 8
 - Zone 9
 - Zone 10
 - Zone 11
 - Zone 12
 - Zone 13
- Cul-de-Sac Routes
 - i. Number of Routes Capable of Covering: _____
 - ii. Route Preference (if multiple, check all that apply):
 - Blue
 - Green
 - Purple
 - Brown
 - Yellow
 - Orange
 - Red
 - Emerald

The City will make every attempt to accommodate route preferences where practical; however, such accommodation cannot be guaranteed.

BASE BID / FEE SCHEDULE

Bidders will be required to submit costs for Snow & Ice Removal based on the following Fee Schedule. Bidders will be compensated based on hourly rates for use of the specified equipment to perform the specified services. Bidders will be awarded this procurement not necessarily based on least cost, but rather to the contractor whose bid and documentation best meets the requirements of this document. It is understood that the contractor will be required to perform and complete the proposed work in a thorough and professional manner. The contractor shall provide all necessary labor, tools, implements, equipment, materials, and supplies to complete the contracted work.

The bid shall include a detailed list of the equipment that the contractor will have available, including the following information for each piece of equipment:

- 1. The make and model of equipment
- 2. Age of equipment
- 3. Condition of equipment

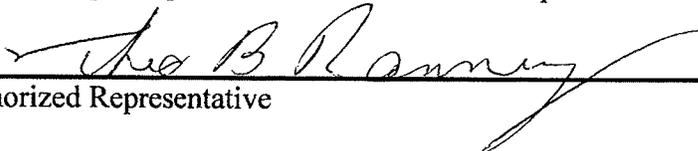
All costs entered below shall be on an hourly rate for the 2016/2017 Snow Season. Percentage of increase will apply for the 2017/2018 and the 2018/2019 Snow Seasons.

Bidder Information

Company Name: Skyline Tree Service Telephone: 630.584.2221
Address: P.O. Box 3058 Fax: 630.584.2902
City, State, Zip: St. Charles IL Email: ted@skylinetreesvc.com
Contact Person: Ted Ranney 60174

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

**CITY OF ST. CHARLES
SNOW & ICE REMOVAL EQUIPMENT RATES
2016/2017 SEASON**

EQUIPMENT	HOURLY RATE
Semi/Bomber	\$ n/a
Tandem Axle Dump (10 wheeler)	\$ n/a
Single Axle Dump (3-ton)	\$ n/a
Dump Truck (1-ton)	\$ n/a
4WD Utility Truck (4WD Pickup)	\$ 104.00
Articulated Front End Loader	\$ n/a
Backhoe	\$ n/a
Skidsteer	\$ n/a
Sidewalk Snow Removal	\$ n/a

Other (if applicable)	\$

ALTERNATE PRICING	
White bulk road salt (Est. 250 ton)	\$ Supplied by City
Percent (%) Increase for 2017/18 Snow Season	\$
Percent (%) Increase for 2018/19 Snow Season	\$

A. Please indicate which services you are able to perform as of November, 2016:

- East Side Downtown Parking Lots & Sidewalks
- West Side Downtown Parking Lots & Sidewalks
- Contractor Maintained Alleys
- Main Snow Routes

i. Number of Routes Capable of Covering: _____

ii. Route Preference (if multiple, check all that apply):

- | | |
|---------------------------------|----------------------------------|
| <input type="checkbox"/> Zone 1 | <input type="checkbox"/> Zone 8 |
| <input type="checkbox"/> Zone 2 | <input type="checkbox"/> Zone 9 |
| <input type="checkbox"/> Zone 3 | <input type="checkbox"/> Zone 10 |
| <input type="checkbox"/> Zone 4 | <input type="checkbox"/> Zone 11 |
| <input type="checkbox"/> Zone 5 | <input type="checkbox"/> Zone 12 |
| <input type="checkbox"/> Zone 6 | <input type="checkbox"/> Zone 13 |
| <input type="checkbox"/> Zone 7 | |

Cul-de-Sac Routes

i. Number of Routes Capable of Covering: 3

ii. Route Preference (if multiple, check all that apply)

- | | |
|---|--|
| <input type="checkbox"/> Blue | <input type="checkbox"/> Yellow |
| <input checked="" type="checkbox"/> Green | <input checked="" type="checkbox"/> Orange |
| <input type="checkbox"/> Purple | <input checked="" type="checkbox"/> Red |
| <input type="checkbox"/> Brown | <input type="checkbox"/> Emerald |

*The City will make every attempt to accommodate route preferences where practical;
however, such accommodation cannot be guaranteed.*

BASE BID / FEE SCHEDULE

Bidders will be required to submit costs for Snow & Ice Removal based on the following Fee Schedule. Bidders will be compensated based on hourly rates for use of the specified equipment to perform the specified services. Bidders will be awarded this procurement not necessarily based on least cost, but rather to the contractor whose bid and documentation best meets the requirements of this document. It is understood that the contractor will be required to perform and complete the proposed work in a thorough and professional manner. The contractor shall provide all necessary labor, tools, implements, equipment, materials, and supplies to complete the contracted work.

The bid shall include a detailed list of the equipment that the contractor will have available, including the following information for each piece of equipment:

1. The make and model of equipment
2. Age of equipment
3. Condition of equipment

All costs entered below shall be on an hourly rate for the 2016/2017 Snow Season. Percentage of increase will apply for the 2017/2018 and the 2018/2019 Snow Seasons.

Bidder Information

Company Name: Clean Sweep Environmental Inc. Telephone: 630-879-8750
Address: 1805 Phelps Dr. Fax: 630-879-3373
City, State, Zip: Batavia IL 60101 Email: Cleansweep1805@yahoo.com
Contact Person: _____

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

**CITY OF ST. CHARLES
SNOW & ICE REMOVAL EQUIPMENT RATES
2016/2017 SEASON**

EQUIPMENT	HOURLY RATE
Semi/Bomber	\$ 125 ⁰⁰
Tandem Axle Dump (10 wheeler)	\$ 110 ⁰⁰
Single Axle Dump (3-ton)	\$ 95 ⁰⁰
Dump Truck (1-ton)	\$ 95 ⁰⁰
4WD Utility Truck (4WD Pickup)	\$ 95 ⁰⁰
Articulated Front End Loader	\$ 150 ⁰⁰
Backhoe	\$ 150 ⁰⁰
Skidsteer	\$ 125 ⁰⁰
Sidewalk Snow Removal	\$

Other (if applicable)	\$

ALTERNATE PRICING	
White bulk road salt (Est. 250 ton)	\$
Percent (%) Increase for 2017/18 Snow Season	\$
Percent (%) Increase for 2018/19 Snow Season	\$

A. Please indicate which services you are able to perform as of November, 2016:

East Side Downtown Parking Lots & Sidewalks

West Side Downtown Parking Lots & Sidewalks

Contractor Maintained Alleys

Main Snow Routes

i. Number of Routes Capable of Covering: _____

ii. Route Preference (if multiple, check all that apply):

Zone 1

Zone 8

Zone 2

Zone 9

Zone 3

Zone 10

Zone 4

Zone 11

Zone 5

Zone 12

Zone 6

Zone 13

Zone 7

Cul-de-Sac Routes

i. Number of Routes Capable of Covering: _____

ii. Route Preference (if multiple, check all that apply)

Blue

Yellow

Green

Orange

Purple

Red

Brown

Emerald

*The City will make every attempt to accommodate route preferences where practical;
however, such accommodation cannot be guaranteed.*

BASE BID / FEE SCHEDULE

Bidders will be required to submit costs for Snow & Ice Removal based on the following Fee Schedule. Bidders will be compensated based on hourly rates for use of the specified equipment to perform the specified services. Bidders will be awarded this procurement not necessarily based on least cost, but rather to the contractor whose bid and documentation best meets the requirements of this document. It is understood that the contractor will be required to perform and complete the proposed work in a thorough and professional manner. The contractor shall provide all necessary labor, tools, implements, equipment, materials, and supplies to complete the contracted work.

The bid shall include a detailed list of the equipment that the contractor will have available, including the following information for each piece of equipment:

1. The make and model of equipment
2. Age of equipment
3. Condition of equipment

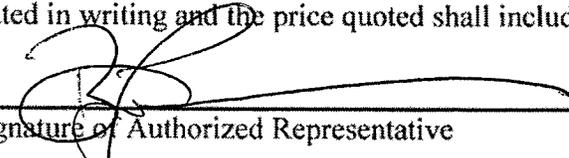
All costs entered below shall be on an hourly rate for the 2016/2017 Snow Season. Percentage of increase will apply for the 2017/2018 and the 2018/2019 Snow Seasons.

Bidder Information

Company Name: COUNTY WIDE LANDSCAPING Telephone: 636 265 3418
Address: 42118th BELT RD Fax: 636 405 1749
City, State, Zip: ELWEN IL 60119 Email: BRIAN@COUNTYWIDELANDSCAPING.COM
Contact Person: BRIAN LARSEN

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

**CITY OF ST. CHARLES
SNOW & ICE REMOVAL EQUIPMENT RATES
2016/2017 SEASON**

EQUIPMENT	HOURLY RATE
Semi/Bomber	\$
Tandem Axle Dump (10 wheeler)	\$
Single Axle Dump (3-ton)	\$
Dump Truck (1-ton)	\$ 120. ⁰⁰
4WD Utility Truck (4WD Pickup)	\$ 110. ⁰⁰
Articulated Front End Loader	\$
Backhoe	\$
Skidsteer	\$ 150. ⁰⁰
Sidewalk Snow Removal	\$

Other (if applicable)	\$

ALTERNATE PRICING	
White bulk road salt (Est. 250 ton)	\$ 120. ⁰⁰ ton
Percent (%) Increase for 2017/18 Snow Season	\$ Same 0%
Percent (%) Increase for 2018/19 Snow Season	\$ 3.0%

A. Please indicate which services you are able to perform as of November, 2016:

East Side Downtown Parking Lots & Sidewalks

West Side Downtown Parking Lots & Sidewalks

Contractor Maintained Alleys

Main Snow Routes

i. Number of Routes Capable of Covering: 3

ii. Route Preference (if multiple, check all that apply):

Zone 1

Zone 8

Zone 2

Zone 9

Zone 3

Zone 10

Zone 4

Zone 11

Zone 5

Zone 12

Zone 6

Zone 13

Zone 7

Cul-de-Sac Routes

i. Number of Routes Capable of Covering: 2

ii. Route Preference (if multiple, check all that apply)

Blue

Yellow

Green

Orange

Purple

Red

Brown

Emerald

*The City will make every attempt to accommodate route preferences where practical;
however, such accommodation cannot be guaranteed.*

BASE BID / FEE SCHEDULE

Bidders will be required to submit costs for Snow & Ice Removal based on the following Fee Schedule. Bidders will be compensated based on hourly rates for use of the specified equipment to perform the specified services. Bidders will be awarded this procurement not necessarily based on least cost, but rather to the contractor whose bid and documentation best meets the requirements of this document. It is understood that the contractor will be required to perform and complete the proposed work in a thorough and professional manner. The contractor shall provide all necessary labor, tools, implements, equipment, materials, and supplies to complete the contracted work.

The bid shall include a detailed list of the equipment that the contractor will have available, including the following information for each piece of equipment:

1. The make and model of equipment
2. Age of equipment
3. Condition of equipment

All costs entered below shall be on an hourly rate for the 2016/2017 Snow Season. Percentage of increase will apply for the 2017/2018 and the 2018/2019 Snow Seasons.

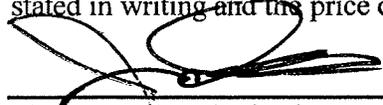
Bidder Information

Company Name: Tovar Snow Professionals **Telephone:** (847) 695-0080
Address: 195 Penny Avenue **Fax:** (847) 695-0417
City, State, Zip: East Dundee, IL 60118 **Email:** jconstantino@tovarsnow.com
Contact Person: Joe Constantino

List any and all deviations from minimum specifications:

Response time within an hour, finished within 6 hours. The deviation from the specifications may occur during extremely heavy winterlike conditions.

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

**CITY OF ST. CHARLES
SNOW & ICE REMOVAL EQUIPMENT RATES
2016/2017 SEASON**

EQUIPMENT	HOURLY RATE
Semi/Bomber	\$ 135.00
Tandem Axle Dump (10 wheeler)	\$ 135.00
Single Axle Dump (3-ton)	\$ 125.00
Dump Truck (1-ton)	\$ 115.00
4WD Utility Truck (4WD Pickup)	\$ 110.00
Articulated Front End Loader	\$ 195.00
Backhoe	\$ 162.00
Skidsteer	\$ 130.00
Sidewalk Snow Removal	\$ 65.00

Other (if applicable) Bag Salt	\$ 15.00 / Per Bag
Other (if applicable)	\$ n/a
Other (if applicable)	\$ n/a
Other (if applicable)	\$ n/a

ALTERNATE PRICING	
White bulk road salt (Est. 250 ton)	\$ n/a
Percent (%) Increase for 2017/18 Snow Season	\$ 2 Percent
Percent (%) Increase for 2018/19 Snow Season	\$ 2 Percent

A. Please indicate which services you are able to perform as of November, 2016:

- East Side Downtown Parking Lots & Sidewalks
- West Side Downtown Parking Lots & Sidewalks
- Contractor Maintained Alleys
- Main Snow Routes

i. Number of Routes Capable of Covering: 13

ii. Route Preference (if multiple, check all that apply):

- | | |
|--|---|
| <input checked="" type="checkbox"/> Zone 1 | <input checked="" type="checkbox"/> Zone 8 |
| <input checked="" type="checkbox"/> Zone 2 | <input checked="" type="checkbox"/> Zone 9 |
| <input checked="" type="checkbox"/> Zone 3 | <input checked="" type="checkbox"/> Zone 10 |
| <input checked="" type="checkbox"/> Zone 4 | <input checked="" type="checkbox"/> Zone 11 |
| <input checked="" type="checkbox"/> Zone 5 | <input checked="" type="checkbox"/> Zone 12 |
| <input checked="" type="checkbox"/> Zone 6 | <input checked="" type="checkbox"/> Zone 13 |
| <input checked="" type="checkbox"/> Zone 7 | |

Cul-de-Sac Routes

i. Number of Routes Capable of Covering: _____

ii. Route Preference (if multiple, check all that apply)

- | | |
|---------------------------------|----------------------------------|
| <input type="checkbox"/> Blue | <input type="checkbox"/> Yellow |
| <input type="checkbox"/> Green | <input type="checkbox"/> Orange |
| <input type="checkbox"/> Purple | <input type="checkbox"/> Red |
| <input type="checkbox"/> Brown | <input type="checkbox"/> Emerald |

*The City will make every attempt to accommodate route preferences where practical;
however, such accommodation cannot be guaranteed.*

BASE BID / FEE SCHEDULE

Bidders will be required to submit costs for Snow & Ice Removal based on the following Fee Schedule. Bidders will be compensated based on hourly rates for use of the specified equipment to perform the specified services. Bidders will be awarded this procurement not necessarily based on least cost, but rather to the contractor whose bid and documentation best meets the requirements of this document. It is understood that the contractor will be required to perform and complete the proposed work in a thorough and professional manner. The contractor shall provide all necessary labor, tools, implements, equipment, materials, and supplies to complete the contracted work.

The bid shall include a detailed list of the equipment that the contractor will have available, including the following information for each piece of equipment:

1. The make and model of equipment
2. Age of equipment
3. Condition of equipment

All costs entered below shall be on an hourly rate for the 2016/2017 Snow Season. Percentage of increase will apply for the 2017/2018 and the 2018/2019 Snow Seasons.

Bidder Information

Company Name: Cornerstone Partners Telephone: (630) 482-9950 x 701
 Address: P.O. Box 745 Fax: (630) 489-9952
 City, State, Zip: St. Charles, IL 60174 Email: JIMT@CPHort.com
 Contact Person: JIM TURCAN

List any and all deviations from minimum specifications:

All Snow & Ice Removal operations performed by Cornerstone Partners shall be managed by a Certified Snow Professional (CSP) through the Snow & Ice Management Association (SIMA).

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.

James F. Turcan
 Signature of Authorized Representative



Jim Turcan, CSP

**CITY OF ST. CHARLES
SNOW & ICE REMOVAL EQUIPMENT RATES
2016/2017 SEASON**

EQUIPMENT	HOURLY RATE (includes operator)
Semi/Bomber	\$ 145 ⁰⁰
Tandem Axle Dump (10 wheeler)	\$ 135 ⁰⁰
Single Axle Dump (3-ton)	\$ 125 ⁰⁰
Dump Truck (1-ton)	\$ 95 ⁰⁰ (Includes 8.6'-9' Plow)
4WD Utility Truck (4WD Pickup)	\$ 85 ⁰⁰ (Includes 7.5'-8.5' Plow)
Articulated Front End Loader	\$ 165 ⁰⁰ (Includes .8-1CY Bucket)
Backhoe	\$ 205 ⁰⁰ (Includes 1.25CY Bucket)
Skidsteer	\$ 130 ⁰⁰ (Includes 72" Snow Bucket)
Sidewalk Snow Removal	\$ 42 ⁰⁰ (Includes 24" Snow Pusher)

Other (if applicable) RTV 4x4	\$ 65 ⁰⁰ (Includes 6' Plow)
Other (if applicable) Skidsteer Plow 8'	\$ 135 ⁰⁰
Other (if applicable) Skidsteer Plow 9'	\$ 140 ⁰⁰
Other (if applicable) Skidsteer Pusher 9'	\$ 155 ⁰⁰

ALTERNATE PRICING	
White bulk road salt (Est. 250 ton)	\$ 90 ⁰⁰ /Ton (unapplied)
Percent (%) Increase for 2017/18 Snow Season	\$ 3%
Percent (%) Increase for 2018/19 Snow Season	\$ 3%



Jim Turcan, CSP

A. Please indicate which services you are able to perform as of November, 2016:

- East Side Downtown Parking Lots & Sidewalks
- West Side Downtown Parking Lots & Sidewalks
- Contractor Maintained Alleys
- Main Snow Routes

i. Number of Routes Capable of Covering: _____

ii. Route Preference (if multiple, check all that apply):

- | | |
|---------------------------------|----------------------------------|
| <input type="checkbox"/> Zone 1 | <input type="checkbox"/> Zone 8 |
| <input type="checkbox"/> Zone 2 | <input type="checkbox"/> Zone 9 |
| <input type="checkbox"/> Zone 3 | <input type="checkbox"/> Zone 10 |
| <input type="checkbox"/> Zone 4 | <input type="checkbox"/> Zone 11 |
| <input type="checkbox"/> Zone 5 | <input type="checkbox"/> Zone 12 |
| <input type="checkbox"/> Zone 6 | <input type="checkbox"/> Zone 13 |
| <input type="checkbox"/> Zone 7 | |

Cul-de-Sac Routes

i. Number of Routes Capable of Covering: 3

ii. Route Preference (if multiple, check all that apply)

- | | |
|--|---|
| <input checked="" type="checkbox"/> Blue | <input type="checkbox"/> Yellow |
| <input type="checkbox"/> Green | <input type="checkbox"/> Orange |
| <input checked="" type="checkbox"/> Purple | <input checked="" type="checkbox"/> Red |
| <input type="checkbox"/> Brown | <input type="checkbox"/> Emerald |

*The City will make every attempt to accommodate route preferences where practical;
however, such accommodation cannot be guaranteed.*

BASE BID / FEE SCHEDULE

Bidders will be required to submit costs for Snow & Ice Removal based on the following Fee Schedule. Bidders will be compensated based on hourly rates for use of the specified equipment to perform the specified services. Bidders will be awarded this procurement not necessarily based on least cost, but rather to the contractor whose bid and documentation best meets the requirements of this document. It is understood that the contractor will be required to perform and complete the proposed work in a thorough and professional manner. The contractor shall provide all necessary labor, tools, implements, equipment, materials, and supplies to complete the contracted work.

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1. The make and model of equipment
2. Age of equipment
3. Condition of equipment

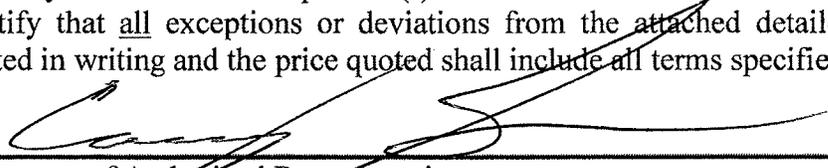
All costs entered below shall be on an hourly rate for the 2016/2017 Snow Season. Percentage of increase will apply for the 2017/2018 and the 2018/2019 Snow Seasons.

Bidder Information

Company Name: Schollmeyer Landscaping Telephone: 630-556-3042
Address: 65578 Po Box 331 Daubennan Rd Fax: 630-556-6020
City, State, Zip: Big Rock IL, 60511 Email: Cory@SchollmeyerLandscaping.com
Contact Person: Cory Schollmeyer

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

**CITY OF ST. CHARLES
SNOW & ICE REMOVAL EQUIPMENT RATES
2016/2017 SEASON**

EQUIPMENT	HOURLY RATE
Semi/Bomber	\$
Tandem Axle Dump (10 wheeler)	\$
Single Axle Dump (3-ton)	\$
Dump Truck (1-ton)	\$
4WD Utility Truck (4WD Pickup)	\$
Articulated Front End Loader	\$
Backhoe	\$
Skidsteer	\$
Sidewalk Snow Removal	\$ 60 / per hour / per man

*w/
machine
or
shovel*

Other (if applicable)	\$

ALTERNATE PRICING	
White bulk road salt (Est. 250 ton)	\$
Percent (%) Increase for 2017/18 Snow Season	\$
Percent (%) Increase for 2018/19 Snow Season	\$

A. Please indicate which services you are able to perform as of November, 2016:

East Side Downtown Parking Lots & Sidewalks

West Side Downtown Parking Lots & Sidewalks

Contractor Maintained Alleys

Main Snow Routes

i. Number of Routes Capable of Covering: _____

ii. Route Preference (if multiple, check all that apply):

Zone 1

Zone 8

Zone 2

Zone 9

Zone 3

Zone 10

Zone 4

Zone 11

Zone 5

Zone 12

Zone 6

Zone 13

Zone 7

Cul-de-Sac Routes

i. Number of Routes Capable of Covering: _____

ii. Route Preference (if multiple, check all that apply)

Blue

Yellow

Green

Orange

Purple

Red

Brown

Emerald

*The City will make every attempt to accommodate route preferences where practical;
however, such accommodation cannot be guaranteed.*



AGENDA ITEM EXECUTIVE SUMMARY

Agenda Item number: 4.d

Title:

Recommendation to Approve and Accept Easement at 1200 Rukel Way (AJR Filtration)

Presenter:

Tom Bruhl

Meeting: Government Services Committee

Date: October 24, 2016

Proposed Cost: \$0

Budgeted Amount: \$ N/A

Not Budgeted:

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

As part of the AJR Filtration building, the electric system was loop connected to the existing East Side Sports Complex line. The owner has provided an easement allowing the City to own and maintain our infrastructure as it exists on their property.

Attachments *(please list):*

*Easement document

Recommendation/Suggested Action *(briefly explain):*

Recommendation to approve and accept Easement at 1200 Rukel Way (AJR Filtration).



AGENDA ITEM EXECUTIVE SUMMARY

Agenda Item number: 4.e

Title: Recommendation to Award the Bid and Approve Purchase Order for Ohio Avenue Water Treatment Facility VFD Replacement

Presenter: Tim Wilson

Meeting: Government Services Committee

Date: October 24, 2016

Proposed Cost: \$79,500

Budgeted Amount: \$100,000

Not Budgeted:

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

The Water Division currently has four motor control panels called VFD's at the Ohio Avenue Water Treatment Plant and Pump Station (Well #8). These VFD's control the four large booster pumps that maintain water pressure in the distribution system and are a large part of the fire protection system in the surrounding industrial area. The VFD equipment dates back to the early 1980's and is need of replacement.

On August 3rd, 2016 the City advertised for bids to replace the three VFD's at this station. A pre-bid meeting was held on-site on August 22nd and four firms were present and expressed interest in the project.

On September 12 the City opened bids for the replacement of the above referenced equipment. The City only received one bid from Newcastle Electric in the amount of \$150,000 which exceeded the budget amount of \$100,000. The Public Works staff followed up with the three firms that attended the pre-bid meetings and found that two were unable to bid because they had been awarded other jobs and the remaining bidder decided not to bid because of time constraints.

By reconfiguring some of the larger components in the station, value engineering the project and negotiating with Newcastle Electric staff was able to secure a base bid amount of \$79,500.

The key savings the in value engineering process and contractor negotiation process were:

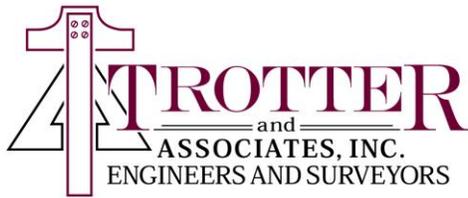
- Contractor wanting to expand business to the Fox Valley area
- Changes in design, by downsizing control cabinet space and removing individual electrical service feeds. Also the contractor lowering overhead cost. Estimated savings (\$50,000)
- Contractor negotiated cost with VFD drive manufacturer and lowering overhead cost. Estimated saving (\$20,500)

Attachments *(please list):*

*Trotter and Assoc., Inc. letter dated 9/14/16 *Newcastle updated base bid dated 9/14/16

Recommendation/Suggested Action *(briefly explain):*

Recommendation to award bid to Newcastle Electric for the Ohio Avenue Water Treatment Facility VFD replacement in the negotiated base bid amount of \$79,500.



September 14, 2016

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

Subject: City of St. Charles – Ohio Avenue Water Treatment Facility VFD Replacement

Dear Mr. Wilson,

The bid advertisement for the City of St. Charles – Ohio Avenue Water Treatment Facility VFD Replacement was advertised in the Daily Herald on Wednesday, August 3rd, 2016. The City received bids until 11:00 a.m. on Monday, September 12, 2016 in accordance with the advertisement. While there were four qualified plan holders, only one bid was received, from Newcastle Electric, Itasca Illinois, for \$150,000.00, which exceeded the Engineer's estimate off \$116,840.00.

Trotter and Associates contacted the plan holders who had not submitted bids, in order to determine the reason they had not bid and to determine timing for rebid of the project. The first planholder contacted who did not submit a bid was unable to complete his submittal in time. The remaining two planholders stated that in the intervening time between acquiring the plans and the bid date, they had successfully bid other projects and would not have sufficient resources or manpower to successfully complete the work. It is therefore suggested that if the City desires to rebid the project, a delay of 3 to 6 months may lead to increased interest from bidders.

Newcastle Electric has proposed a modification to the scope of work, in that they would supply three independent enclosed drives instead of three drives installed in a single MCC cabinet for a discounted price of \$79,500. This offer equates to a reduction in cost from the bid amount of \$70,500. Newcastle Electric stated that the \$150,000 bid amount included a six section MCC cabinet, which was needed to house the three large drives and provide necessary cooling. The six section cabinet added approximately \$50,000 to the bid price. The additional \$20,500 in savings were negotiated with the drive manufacturer in order to incentivize the City to proceed with the project.

A signed written proposal for the modified scope of work by Newcastle Electric is attached, as is "Submittal for Approval" Eaton Corporation document CG840902X6K1, which details the proposed scope of supply.

Trotter and Associates has worked with Newcastle Electric in the past and we are confident that they are qualified to perform the work.

Since the quality, functionality, features and accessories provided will remain as specified in the contract documents, and only the packaging of the equipment differs, Trotter and Associates is comfortable with the work scope modification. It is our opinion that the pricing in the follow up offer by Newcastle is an exceptional value, and we recommend that the City accept the modified proposal.

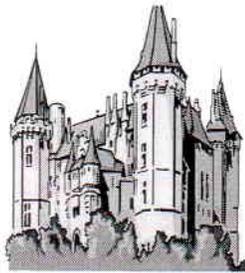
*City of St. Charles – Ohio Avenue Water Treatment Facility VFD Replacement
Recommendation to Award
September 14, 2016
Page 2 of 2*

Acceptance of the modified proposal will accomplish the City's goals for significantly less than the anticipated cost. If you should have any questions or wish to discuss this further please contact me at your earliest convenience.

Sincerely,



Mark Sikora, P.E.
Vice President



NEWCASTLE ELECTRIC INC.
1505 INDUSTRIAL DRIVE, ITASCA IL 60143
PHONE 630-773-0171 FAX 630-773-0183

PROPOSAL

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

September 14, 2016

Thank you for this opportunity to provide a quotation.
We hereby propose to furnish all material and labor necessary to perform the scope of work defined by your project STC-099 plans and specifications.
No addendums have been received on STC-099.

Project to modified as follows:
In lieu of one MCC assembly containing the 3 new Variable Frequency Drives we will furnish 3 free standing assemblies.
All other aspects to remain as specified.

Base Bid - \$79,500

Respectfully submitted Newcastle Electric Inc.

Per

We may withdraw note-This proposal if not accepted within 30 days.

ACCEPTANCE OF PROPOSAL

Proposal acceptance per STC-099 project manual.



AGENDA ITEM EXECUTIVE SUMMARY

Agenda Item number: 4.f

Title:

Recommendation to Approve Letter of Understanding with IDOT for ADA Improvements on IL Routes 31 and 64

Presenter:

Karen Young

Meeting: Government Services Committee

Date: October 24, 2016

Proposed Cost: \$n/a

Budgeted Amount: \$n/a

Not Budgeted:

Executive Summary (if not budgeted please explain):

The Illinois Department of Transportation is planning American with Disabilities Act (ADA) sidewalk improvements on IL Routes 31 and 64 within the limits of St. Charles. This work includes sidewalk and curb removal/replacement, installation of detectable warnings and other associated work to conform to the ADA requirements. IDOT will be managing this construction contract and work and the City will be required to maintain the sidewalk as we have in the past. The locations of these improvements are as follows:

- IL Route 31 at Horne Street
- IL Route 31 at Kellar Place
- IL Route 31 at Timbers Trail
- IL Route 31 at Viewpoint Drive
- IL Route 64 at Kirk Road
- IL Route 64 at Peck Road
- IL Route 64 at Renaux Boulevard

IDOT Reference Information:

- State Section No.: 2015-064I
- State Job No: C-91-028-16
- State contract: 62B41

Attachments (please list):

Letter of Understanding with the Illinois Department of Transportation

Recommendation/Suggested Action (briefly explain):

Recommendation to approve a Letter of Understanding with the Illinois Department of Transportation for ADA Sidewalk Improvements on IL Routes 31 and 64.

Letter of Understanding
City of St. Charles/State of Illinois
Various Routes
State Section No.: 2015-064I
State Job No.: C-91-028-16
State Contract: 62B41
Kane County
LU-117-006

LETTER OF UNDERSTANDING

The State of Illinois, through its Division of Highways, hereinafter referred to as the STATE, is desirous of improving Various State Routes within the CITY OF ST. CHARLES hereinafter referred to as the CITY, in the County of Kane, Illinois, State Section: 2015-064I by making the following improvements:

Sidewalk removal, combination concrete curb and gutter removal and replacement, installation of concrete sidewalks and detectable warnings to conform with Americans with Disabilities Act (ADA), drainage structure and handhole adjustments, placement of pavement markings and by performing all other work necessary to complete the improvement in accordance with the approved plans and specifications.

In order that the STATE and the CITY may benefit by this proposed improvement, we are requesting concurrence with the following:

1. The STATE agrees to make the surveys, obtain all necessary rights of way, prepare plans and specifications, receive bids and award the contract, furnish engineering inspection during construction and cause the improvement to be built in accordance with the approved plans, specifications, and contract.

2. We ask the CITY to sign the plan approval page which is part of this document provide us with a letter approving the plans and specifications as prepared.
3. We ask the CITY not to permit driveway entrance openings to be made in the curb, as constructed, of STATE maintained highways improved as part of our project, without first obtaining our consent.
4. The STATE will cause private utilities to be relocated at no expense to the STATE or CITY.
5. Upon completion of the improvement, the CITY agrees to maintain, or caused to be maintained, all existing sidewalks and all sidewalks constructed as part of this improvement, within the CITY'S municipal limits.

Approval of this Letter of Understanding shall be considered as concurrence with and acceptance of all terms contained herein, and shall be binding upon and inure to the benefit of the parties hereto, their successors and assigns.

CITY OF ST. CHARLES

By: _____
(Signature)

By: _____
(Print)

Title: Mayor _____

Date: _____

Attest:

Clerk

(SEAL)

STATE OF ILLINOIS
DEPARTMENT OF TRANSPORTATION

By: _____

John Fortmann, P.E.
Region One Engineer

Date: _____

PLAN APPROVAL

WHEREAS, in order to facilitate the improvement of Various State Routes,
State Section: 2015-064I, the CITY agrees to that portion of the plans and specifications
relative to the CITY's maintenance obligations described herein.

APPROVED _____

DATE: _____