



ST. CHARLES  
SINCE 1834

## AGENDA ITEM EXECUTIVE SUMMARY

Title:	Recommendation to Approve Little Woods School Tank Removal Costs and Waive Bids for Project
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Presenter:	John Lamb
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*Please check appropriate box:*

	Government Operations	X	Government Services 04.23.12
	Planning & Development		City Council
	Public Hearing		

Estimated Cost:	\$49,069.52	Budgeted:	YES	X	NO	
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If NO, please explain how item will be funded:

**Executive Summary:**

During the demolition of the Little Woods School an underground storage tank was discovered on site. There were no records of the tank from the school district during the property sale or knowledge of the tank by staff when we contacted them. Once the tank was discovered city staff retained the consultant on the project, Hygieneering, Inc. to evaluate the situation. The original contract with Hygieneering was for \$18,500 based on estimates for tank removal and that the tank was empty.

However, it was determined that the tank contained a small volume of fuel oil and therefore contaminated. Due to the contamination and remedial action necessary to remove the tank and contents the final cost of the project was \$49,069.52. Therefore staff is requesting Committee approval for the project cost and waives bids since Hygieneering was on site.

Staff contacted the school district in February of the tank and potential costs for removal. We requested the district consider splitting the additional costs beyond the original \$18,500 which is \$30,569. Staff proposed that the district reimburse the City fifty (50) percent of this amount which equates to \$15,284.00. The school district has informed staff they will reimburse the city for this amount.

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

Hygieneering Inc. invoice.  
Bid Waiver

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

Staff recommends approval of Hygieneering invoice of \$49,069.52 for underground storage tank removal as well as a waiver of bid for the project.

*For office use only:*

*Agenda Item Number: 5.s*

**REQUEST FOR WAIVING BID PROCEDURE**

We request the City Council to waive the bid procedure and accept the quotation (requiring two-thirds City Council vote) submitted by:

Hygieneering, Inc.  
7575 Plaza Court  
Willowbrook, IL 60527

For the services of: Professional services associated with removal of underground storage tank located at the Little Woods School site. Coordination of removal, sampling and disposal of materials.

At a cost not to exceed: \$ 49,069.52

Reason for the request to waive the bid procedure: Hygieneering, Inc was already on site for evaluating underground storage tank discovery and was also the firm used for assisting with school environmental assessment and demolition.

Other Quotations Received: None

Date: 4/23/2012

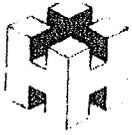
Requested by: John Lamb

Department Director: \_\_\_\_\_

Purchasing Manager: \_\_\_\_\_

Committee Chairman: \_\_\_\_\_

**THIS REQUEST FORM MUST BE SIGNED BY ALL PARTIES PRIOR TO REQUESTING COMMITTEE APPROVAL FOR WAIVING OF THE BID PROCEDURE. REQUESTS FORWARDED DIRECTLY TO THE CITY COUNCIL (AND BYPASSING COMMITTEE) MUST BE SIGNED BY ALL PARTIES PRIOR TO REQUESTING CITY COUNCIL APPROVAL. SUCH REQUESTS ARE TO BE OF AN EMERGENCY NATURE WHERE TIME IS OF THE ESSENCE.**



**Hygieneering, Inc.**

industrial hygiene, safety and environmental consulting services

7575 Plaza Court, Willowbrook, IL 60527

630 654-2550/ Fax: 630 789-3813

### Invoice for Professional Services

**Date** March 29, 2012

**Invoice:** 02120345

**City of St. Charles**  
John Lamb  
Environmental Svs. Mgr.  
Two East Main Street  
St. Charles, IL 60174

jlamb@stcharlesil.gov

**Project #:** 2012-5505      HYG    EA      January 1, 2012 to March 25, 2012

**Assoc #:** N/A

UST Removal - 5N466 Route 25, St. Charles

**Professional Services**      Professional removal of one underground storage tank (UST) located at  
5N466 Route 25 in St. Charles, Illinois.

**Total**      **\$49,069.52**

**Please remit total amount due within 30 days**

**Thank you**

**We appreciate your business!**

**We guarantee our work. We value our business relationship with you. If you are not 100% satisfied with the services delivered or the pricing on this invoice, please call 630-654-2550.**

**1.5% interest per month on account balance due over 30 days will be charged. Customer is responsible for all legal fees, if such action is taken for collection purposes.**

March 29, 2012

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## Hydromeriting Billing Summary

Client City of St. Charles  
 Contact John Lamb  
 Date January 1, 2012 to March 25, 2012  
 PO #

Project Name UST Removal - 5N466 Route 25, St. Charles  
 Location  
 Project # 2012-5505-EA-HYG-

Invoice #: 02120345

Assoc. Proj #: N/A

Professional services rendered – base fee

**\$12,100.00**

Sample Invoices	Date	# of Samples	Type	Rate	Fee
	2/16/2012	9	J	\$235.50	\$2,119.50
	2/24/2012	2	J	\$157.00	\$314.00
					<b>\$2,433.50</b>

### Other Project Costs

#### Name

#### Description of Work

Auto Expense	on addtl time 60 miles at .50				
Bentonite	48 bags at \$13.75 each				
Demurrage of pumper truck	6.5 hours at \$105.00 per hour				
Disposal of soil in Roll Box	11.29 tons at \$28.05				
Haul & dispose of soil at Waste Mgmt	323.22 ton2 at \$45.70				
Labor to assist RWC	loading of soil				
Mobilization of Roll Off Box	to site/from site to Waste Mgmt				
Operator to load soil					
Pea gravel	303.18 tons @ \$19.25				
Pump & dispose of liquid waste	4120 gallons at .55 per gallon				
Roll Off Box rental	6 hours at \$13.20				
RW Collins	overtime to remove tank				
Transport of pumper truck					
Valerie Hofmann	2/16/12 4 addtl hours at \$85.00				
Valerie Hofmann	2/22/12 9 addtl hours at \$85.00				
Wood Chips	2 at \$385.00				
Environmental	1.8%				
Project Close Out	5%				

### Reimbursable

#### Fee

Yes	\$30.00
Yes	\$660.00
Yes	\$682.50
Yes	\$316.69
Yes	\$14,771.15
Yes	\$825.00
Yes	\$770.00
Yes	\$1,760.00
Yes	\$5,836.62
Yes	\$2,266.00
Yes	\$79.20
Yes	\$1,760.00
Yes	\$550.00
Yes	\$340.00
Yes	\$765.00
Yes	\$770.00
Yes	\$623.08
Yes	\$1,730.78
	<b>\$34,536.02</b>

# Hygiene Engineering Billing Summary

**Client** City of St. Charles      **Project Name** UST Removal - 5N466 Route 25, St. Charles      **Invoice #:** 02120345  
**Contact** John Lamb      **Location**      **Assoc. Proj #:** N/A  
**Date** January 1, 2012 to March 25, 2012      **Project #** 2012-5505-EA-HYG-  
**PO #**

**Fixed Fee**  
**Total Work** \$12,100.00  
**Total Sample Fees** \$2,433.50  
**Other Project Costs** \$34,536.02  
**Total Billings This Period** \$49,069.52  
**Retainage %** 0  
**Total Retainage for this Period** 0.00  
**Total Billings minus Retainage** \$49,069.52

**Job Dates**

1	Env. Air Sampling/Proj. Mngmt	10	Compliance Auditing	11	IH Tech. Services	13	Plans/Programs/Designs	14	Professional Engineer	15	Report Preparation
16	Client Meetings	17	CHMM Services	18	Travel	2	Env. Inspection Svcs	20	Senior IH/Safety	3	Env. Proj. Mngmt
4	Senior Project Mngmt	5	Safety Consulting Svcs	7	IH Consulting Svcs	8	CSP Consult Svcs	9	Client Training	A	Personal Day
B	Holiday	C	Vacation	E	Without Pay	F	Prof. Development	F	Lead Air Sample	G	Water Sampling
A	PCM	B	PLM	D	TEM	E	Lead Swab	M	Lead Paint Chip	N	Lead Bulk Sample
H	Bacterials	I	Miscellaneous IH	K	Geotechnical Samples	L	OSHA PCM				
O	TEM Bulk Sample	P	Lead Wipe	R	Mold Bulk	S	Microvac				