



ST. CHARLES  
SINCE 1834

## AGENDA ITEM EXECUTIVE SUMMARY

Title:	Recommendation to Award Sidewalk Maintenance Contract to Safe Step
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Presenter:	Peter Suhr
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*Please check appropriate box:*

	Government Operations	X	Government Services 05.29.12
	Planning & Development		City Council
	Public Hearing		

Estimated Cost:	\$35,000	Budgeted:	YES	X	NO	
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If NO, please explain how item will be funded:

**Executive Summary:**

Over the past four (4) years, the City has been utilizing Safe Step to help maintain our city sidewalks. Safe Step is a specialty contractor who levels the concrete sidewalk by grinding the top surface, therefore mitigating any tripping hazards. As part of our sidewalk program, City Staff analyzes our sidewalks on an annual basis and determines whether grinding, lifting or replacing a section of walk is most appropriate. This year we estimate that the grinding services provided by Safe Step will be about \$35,000.

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

Proposal from Safe Step to provide Sidewalk Maintenance Service.

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

Recommendation to waive bid and approve Proposal from Safe Step in an amount of \$23.00 per inch/foot.

*For office use only:*

*Agenda Item Number: 4.d*

**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:

Safe Step, LLC.  
PO Box 411  
Hortonville, WI 54944

For the purchase of: Sidewalk Maintenance Service

At a cost of: \$ 35,000

Reason for the request to waive the bid procedure: Safe Step provides a specialty type service that is difficult to bid out, especially for local businesses. Safe Step has provided the City with excellent service over the past four years and leaves us with no doubt they will continue to do so. In effort to help maintain our fiscal responsibility, Safe Step has held their pricing from the past three consecutive years and is only requesting a slight increase this year.

Other Quotations Received: None

Date: 5/29/2012

Requested by: \_\_\_\_\_

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.**



## 2012 Illinois Area Rate Schedule

Integrity is the lifeblood of Safe Step. We will deal honestly and openly with every customer, maintaining consistency in our pricing, quality, and performance in every aspect of every business transaction.

### Criteria Based Projects

Trip hazards eliminated based on budget, street priority, and department criteria.

No-cost sidewalk surveys provided with R&R identification.

<u>Total Contract Size</u>	<u>Standard/Private Inch-Foot Rate</u>	<u>Municipal Inch-Foot Rate</u>
0 - \$2999	\$26.25	\$25.25
\$3000 - \$9999	\$25.25	\$24.25
\$10,000 – 29,999	\$24.75	\$23.75
\$30,000 - \$75,000	\$24.00	\$23.00
Over \$75,000	\$23.25	\$22.50

\* All criteria based projects are priced capped up to 1.5" displacement \*

3.50 IF for 4' sidewalks

3.75 IF for 5' sidewalks

### Address Specific Projects

Specific trip hazards surveyed, located, and identified by client.

<u>Total Contract Size</u>	<u>Standard/Private Inch-Foot Rate</u>	<u>Municipal Inch-Foot Rate</u>
0 - \$5999	\$26.25	\$25.25
Over \$6,000	\$24.75	\$24.25