



ST. CHARLES
S I N C E 1 8 3 4

AGENDA ITEM EXECUTIVE SUMMARY

Title: Recommendation to Approve Contractual Services for Storm Sewer Catch Basin Cleaning Services

Presenter: Peter Suhr

Please check appropriate box:

<input type="checkbox"/>	Government Operations	<input checked="" type="checkbox"/>	Government Services 07.23.2012
<input type="checkbox"/>	Planning & Development	<input type="checkbox"/>	City Council
<input type="checkbox"/>	Public Hearing	<input type="checkbox"/>	

Estimated Cost:	\$65,000	Budgeted:	YES	<input checked="" type="checkbox"/>	NO	<input type="checkbox"/>
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If NO, please explain how item will be funded:

Executive Summary:

City staff solicited vendors to assist with Storm Sewer Catch Basin Cleaning Services. Last year, a Request for Proposal (RFP) for these Services was issued to five (5) separate contractors. The RFP included Detailed Specifications, Available Services (Storm Sewer Catch Basin Maps) and Acceptable Equipment to perform the required work. Proposers will be compensated based on a cost per quantity of Storm Structure either cleaned or checked.

This is the second year of a four-year commitment to preventative maintenance cleaning of our Storm Sewer Structures in the central core of our City. These services will help supplement our in-house cleaning and maintenance program.

Four of the five contractors submitted final proposals. United Septic, Inc. is the most cost competitive and most qualified contractor according to the RFP. United Septic has recently completed work for many local communities including Wilmette, Mount Prospect, Glen Ellyn, Arlington Heights and Lyons, has the proper equipment to fulfill the agreement and meets all of the specifications and qualifications of the RFP. United Septic provided a total Base Bid of \$60,586. Their contract will not exceed the \$65,000 budget. United Septic has agreed to hold their pricing from last year's RFP proposal.

Attachments: *(please list)*

RFP Proposal Results and Recommendations and United Septic, Inc. Bid Waiver

Recommendation / Suggested Action *(briefly explain):*

Recommend waiving the formal bid process and approval of Request for Proposals (RFP's) based on Cost per Quantity of Storm Structure Cleaned as shown on attached RFP Proposal Results and Recommendations.

For office use only:

Agenda Item Number: 4.f

STORM SEWER CATCH BASIN CLEANING SERVICES

RFP Proposal Results
Wednesday, January 25, 2012

PROPOSAL ITEMS			PROPOSERS (RFP RESULTS)									
QUANTITY	WIDTH (Feet)	TYPE (Structure)	United Septic		A-K Underground		American Underground		Visu Sewer		Veruna LLC	
			Unit Price	Total Base Cost	Unit Price	Total Base Cost	Unit Price	Total Base Cost	Unit Price	Total Base Cost	Unit Price	Total Base Cost
BASE PROPOSAL (CHECKED & CLEANED)												
306	4 Feet	Manhole	\$71.00	\$21,726.00	\$49.50	\$15,147.00	\$0.00	No Bid	\$45.25	\$13,846.50	\$175.00	\$53,550.00
700	2 Feet	Catch Basin	\$25.00	\$17,500.00	\$49.50	\$34,650.00	\$0.00	No Bid	\$61.50	\$43,050.00	\$175.00	\$122,500.00
448	2 Feet	Inlet	\$25.00	\$11,200.00	\$49.50	\$22,176.00	\$0.00	No Bid	\$30.50	\$13,664.00	\$125.00	\$56,000.00
TOTALS (Base Cost)				\$50,426.00		\$71,973.00		No Bid		\$70,560.50		\$232,050.00
ALTERNATE PROPOSAL (CHECKED ONLY) (ASSUME 25% OF TOTAL)												
100	4 Feet	Manhole	\$25.00	\$2,500.00	\$4.95	\$495.00	\$0.00	No Bid	\$10.00	\$1,000.00	\$35.00	\$3,500.00
233	2 Feet	Catch Basin	\$20.00	\$4,660.00	\$4.95	\$1,153.35	\$0.00	No Bid	\$10.00	\$2,330.00	\$35.00	\$8,155.00
150	2 Feet	Inlet	\$20.00	\$3,000.00	\$4.95	\$742.50	\$0.00	No Bid	\$10.00	\$1,500.00	\$35.00	\$5,250.00
TOTALS (Alt. Cost)				\$10,160.00		\$2,390.85		No Bid		\$4,830.00		\$16,905.00
TOTAL PROPOSAL (CHECKED & CLEANED + CHECKED ONLY)												
TOTALS (Base Cost + Alt. Cost)				\$60,586.00		\$74,363.85		No Bid		\$75,390.50		\$248,955.00

CHART KEY

Most Qualified Contractor Based on RFP

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:

United Septic, Inc.
1327 W. Beecher Rd.
Bristol, IL 60512

For the purchase of: Storm Sewer Catch Basin Cleaning Services

At a cost of: \$ 65,000

Reason for the request to waive the bid procedure: Staff solicited Request for Proposals (RFP) to four (4) separate qualified Storm Sewer Catch Basin Cleaning Contractors. United Septic, Inc. provided the most competitive pricing for services and has met all of the qualifications and specifications provided in the RFP.

Other Quotations Received: Three (3)

Date: 07/23/2012

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.