	AGENDA ITEM EXECUTIVE SUMMARY																										
	Title:	Recommendation to approve Residential Brush Pick-up Contract with Kramer Tree Specialists																									
	Presenter:	Peter Suhr																									
<p><i>Please check appropriate box:</i></p> <table border="1"> <tr> <td><input type="checkbox"/></td> <td>Government Operations</td> <td><input checked="" type="checkbox"/></td> <td colspan="4">Government Services 03.25.13</td> </tr> <tr> <td><input type="checkbox"/></td> <td>Planning & Development</td> <td><input type="checkbox"/></td> <td colspan="4">City Council</td> </tr> <tr> <td><input type="checkbox"/></td> <td>Public Hearing</td> <td><input type="checkbox"/></td> <td colspan="4"></td> </tr> </table>							<input type="checkbox"/>	Government Operations	<input checked="" type="checkbox"/>	Government Services 03.25.13				<input type="checkbox"/>	Planning & Development	<input type="checkbox"/>	City Council				<input type="checkbox"/>	Public Hearing	<input type="checkbox"/>				
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<input type="checkbox"/>	Planning & Development	<input type="checkbox"/>	City Council																								
<input type="checkbox"/>	Public Hearing	<input type="checkbox"/>																									
Estimated Cost:	\$ 144,000.00	Budgeted:	YES	<input checked="" type="checkbox"/>	NO																						
If NO, please explain how item will be funded:																											
Executive Summary:																											
<p>City Staff provides an annual review of the Brush Pick Up Program. The review will include the proposed FY12/13 brush pick up schedule and details.</p> <p>The City of St. Charles has used Kramer Tree Specialists for brush pick-up for over 13 years. Because of their exceptional service, Kramer was awarded a new 3-year agreement for brush pick-up in 2011. This is the third year of that agreement.</p> <p>We are proposing to continue brush pick-up, once monthly as was done since 2009, which will start in April and continue through November. The proposal amount is \$144,000 annually or \$18,000 monthly for FY13/14.</p>																											
Attachments: <i>(please list)</i>																											
Proposal from Kramer Tree Specialists for 2011-2013 Residential Brush Pick –Up Bid Waiver																											
Recommendation / Suggested Action <i>(briefly explain):</i>																											
Recommendation to waive the formal bid process and approval of the Residential Brush Pick-Up Contract with Kramer Tree Specialists at a cost of \$144,000.																											
<i>For office use only:</i>		<i>Agenda Item Number: 4.k</i>																									



Kramer Tree Specialists, Inc.

300 Charles Court
West Chicago, Illinois 60185

City of St. Charles
Attn: Peter Suhr
Two East Main St.
St. Charles, IL. 60174

Dear Peter,

I am contacting you to confirm the discussion we had on Tuesday, August 10th with regard to renewing the residential Brush Collection Program.

We discussed a 3-Year base contract for 2011 through 2013 as follows:

2011: \$17,000.00 Per Month – 8 Collection months May through November 2011 – Plus April 2012

2012: \$17,500.00 Per Month – 8 Collection months May through November 2012 – Plus April 2013

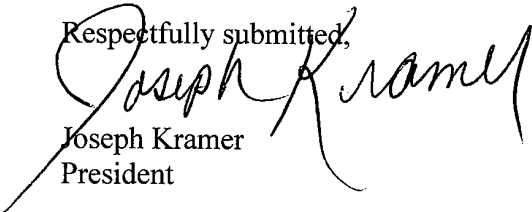
2013: \$18,000.00 Per Month – 8 Collection months May through November 2013 – Plus April 2014

Also discussed that the new contract would have a provision for two 1-year extension options, each with increases to be negotiated but limited to 5% maximum.

Please contact me at my office if further discussion or information is needed.

We always enjoy working with the City of St. Charles.

Respectfully submitted,


Joseph Kramer
President

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PUBLIC WORKS

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:

Kramer Tree Specialist, Inc.
300 Charles Court
West Chicago, Illinois 60185

For the purchase of: \$144,000.00

At a cost not to exceed: \$144,000.00

Reason for the request to waive the bid procedure: Kramer Tree Specialist is current contractor and previously approved for services. Kramer has provided exceptional service for over eleven years and has a proven commitment to the City of St. Charles. This will be the third year of a three-year agreement.

Other Quotations Received: NONE

Date: March 25, 2013

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.