

	<b>AGENDA ITEM EXECUTIVE SUMMARY</b>						
	Title:	Recommendation to Approve Catch Basin Cleaning Maintenance Program with United Septic, Inc.					
	Presenter:	Chris Adesso					
<i>Please check appropriate box:</i>							
	Government Operations	X	Government Services 05.27.14				
	Planning & Development		City Council				
	Public Hearing						
Estimated Cost:	\$65,000.00	Budgeted:	YES	X	NO		
If NO, please explain how item will be funded:							
<b>Executive Summary:</b>							
<p>City staff solicited vendors to assist with Storm Sewer Catch Basin Cleaning Services. A Request for Quotation for these Services was issued to three (3) separate contractors. The request for quotation's included 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.</p> <p>Two of the Three contractors submitted quotations. United Septic, Inc. is the most cost competitive and most qualified contractor based on their response. United Septic has successfully completed work for the City of St. Charles and for many other local communities and has the proper equipment to fulfill the agreement and meets all of the specifications and qualifications. Their contract will not exceed the \$65,000 budget. United Septic was awarded this work last year and elected to submit pricing for this year's services with a zero cost increase.</p>							
<b>Attachments:</b> <i>(please list)</i>							
Catch Basin Cleaning Quotation Summary Bid Waiver							
<b>Recommendation / Suggested Action</b> <i>(briefly explain):</i>							
Recommendation to Approve Catch Basin Cleaning Maintenance Program with United Septic, Inc. and waive the formal bidding process.							
<i>For office use only:</i>		<i>Agenda Item Number: 5.j</i>					

# STORM SEWER CATCH BASIN CLEANING SERVICES

## RFQ Results

May, 2014

BID ITEMS				PROPOSERS (RFP RESULTS)					
EST. QUANTITY	WIDTH (Feet)	TYPE (Structure)		United Septic		American Underground		Visu Sewer	
				Unit Price	Total Base Bid	Unit Price	Total Base Bid	Unit Price	Total Base Bid
BASE BID (CHECKED & CLEANED)									
300	2-6 Feet	Manhole		\$96.00	\$28,800.00	\$100.00	\$30,000.00	\$0.00	\$0.00
300	2-6 Feet	Catch Basin		\$96.00	\$28,800.00	\$100.00	\$30,000.00	\$0.00	\$0.00
300	2 Feet	Inlet		\$25.00	\$7,500.00	\$25.00	\$7,500.00	\$0.00	\$0.00
TOTALS (Base Bid)		0			\$65,100.00		\$67,500.00		\$0.00

### **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: Catch Basin Cleaning Services for Fiscal Year 2014/ 2015.

At a cost of: \$ 65,000.00

Reason for the request to waive the bid procedure:

United Septic has been providing excellent service to the City of St. Charles through the first three (3) cycles of the this four (4) cycle program and has the most competitive pricing as illustrated through the quoting process.

Other Quotations Received: 2

Date: 05/27/2014

Requested by: Chris Adesso

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.**