

	AGENDA ITEM EXECUTIVE SUMMARY						
	Title:	Recommendation to Waive the Formal Bid Procedure and Approve Contract with K. Hoving Companies for the Street Sweeping Program					
	Presenter:	AJ Reineking					
<i>Please check appropriate box:</i>							
	Government Operations		X	Government Services 03.23.2015			
	Planning & Development			City Council			
Estimated Cost:	\$77,175	Budgeted:	YES	X	NO		
If NO, please explain how item will be funded:							
Executive Summary:							
<p>The City of St. Charles Public Works Department provides street sweeping services to the community. This public policy translates into good sound environmental practice by removing grit and foreign contaminants from the roadways and preventing that material from entering the watershed. In addition, street sweeping removes materials from the roadways that may otherwise create unsafe conditions and traffic accidents. Most public streets will be swept by a contractor while Public Works staff concentrates on downtown roads, special events and construction sweeping activities.</p> <p>In 2012, City staff solicited vendors to assist with Street Sweeping Services. K. Hoving was approved for a 3-year contract which will expire on April 30, 2015. K. Hoving has proposed to maintain their 2014/2015 rates for an additional year. The following is the tentative schedule for the sweeping of streets this year.</p> <p>March 24 May 6 June 23 August 11 September 22 October 27 November 10 November 24</p>							
Attachments: <i>(please list)</i>							
Proposal Letter Request for Waiving Bid Procedure							
Recommendation / Suggested Action <i>(briefly explain):</i>							
Recommendation to approve a Street Sweeping Contract with K. Hoving Companies in the amount of \$77,175, pending approval of the Fiscal Year 15/16 Budget.							
<i>For office use only:</i>		Agenda Item Number: 6.f					



Hoving Clean Sweep, LLC.
2351 Powis Road
West Chicago, IL. 60185
Phone: 630-377-7000 Fax: 630-377-7462

February 26, 2015

City St Charles
2 E. Main Street,
St. Charles, IL 60174-1984

A.J. Reineking

Thank you for the opportunity to service the City of St. Charles street sweeping needs. Hoving Clean Sweep strives to work as a partner to service the residents to provide the highest level of service at competitive pricing.

Hoving Clean Sweep would like to offer the City of St. Charles a one year extension with a 0% increase for the 2015 sweeping season. We hope that this offer meets with your approval. If you have any questions or suggestions please feel free to give us a call.

Sincerely,

K.J. Loerop

Greg Miller

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:

K. Hoving Companies
2351 Powis Road
West Chicago, IL 60185

For the purchase of: Street Sweeper Service

At a cost of: \$ 77,175

Reason for the request to waive the bid procedure: In 2013 K. Hoving was found to be the most responsive and responsible of the four contractors who responded to the City's Request for Proposal (RFP) for street sweeping services. On April 30, 2015, K. Hoving's three-year contract will expire. They have offered to maintain their competitive proposal pricing for an additional year with a 0% increase.

Other Quotations Received: Three (3)

Date: 03/25/2013

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.