



AGENDA ITEM EXECUTIVE SUMMARY

Title:	Recommendation to Waive the Formal Bid Procedure and Approve Parking Lot Sweeping Maintenance Contract with Alliance Sweeping for the Downtown Parking Lot Sweeping Program
Presenter:	AJ Reineking

Please check appropriate box:

<input type="checkbox"/>	Government Operations	<input checked="" type="checkbox"/>	Government Services 03.23.2015
<input type="checkbox"/>	Planning & Development	<input type="checkbox"/>	City Council
<input type="checkbox"/>	Public Hearing	<input type="checkbox"/>	

Estimated Cost:	\$40,600	Budgeted:	<input type="checkbox"/> YES	<input checked="" type="checkbox"/> X	<input type="checkbox"/> NO	<input type="checkbox"/>
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If NO, please explain how item will be funded:

Executive Summary:

Since 2008, the City has been utilizing Alliance Sweeping to help maintain our City parking lots and parking decks. Starting in the spring and continuing to our first snow event, Alliance sweeps our parking lots and parking decks one (1) time each week. On occasion, they are available for special services such as clean up after a parade.

Staff proposed the same budget of \$40,600 for FY15/16 as is currently budgeted in FY14/15 to continued sweeping services. In an effort to help maintain our fiscal responsibility, Alliance Sweeping has held their pricing in the last five consecutive years. In 2013, under separate agreement, we solicited pricing from four other sweeping vendors. Alliance Sweeping provided the most cost competitive quote.

Attachments: *(please list)*

Proposal from Alliance Sweeping to provide Parking Lot & Parking Deck Sweeping Service Bid Waiver Form

Recommendation / Suggested Action *(briefly explain):*

Recommendation to Waive the Formal Bid Procedure and Approve Parking Lot Sweeping Maintenance Contract with Alliance Sweeping in an amount of \$40,600, pending approval of the Fiscal Year 15/16 Budget.

<i>For office use only:</i>	<i>Agenda Item Number: 6.g</i>
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**ALLIANCE SWEEPING SERVICES
655 DEERFIELD ROAD ST. 100 #226
DEERFIELD, IL 60015**

(847) 858-3503

**MARK@ALLIANCE-SWEEPING.COM
PARKING LOT SWEEPING**



City of St. Charles
Saint Charles, Il 60174
areineking@stcharles.il.gov

Location: City of St. Charles
Municipal Lots
Saint Charles, Il 60174

March 6, 2015
Phone:630-443-3709
Fax:

We hereby propose and agree to perform the following work according to the specifications set forth as follows:

2015 Budget

WEEKLY:

Machine sweep all exterior asphalt parking lot surfaces of the following locations.
Broom sweep curbs and corners. Remove most dirt and debris.

<u>LOTS:</u>	Price Per Cleaning:			
Lot A	\$35.00	Lot J	\$80.00	Lot R \$45.00
Lot B	\$60.00	Lot K	\$50.00	Lot T \$35.00
Lot C	\$35.00	Lot L	\$45.00	Lot U \$50.00
Lot E	\$30.00	Lot N	\$50.00	total \$885.00
Lot F	\$40.00	Lot O	\$55.00	
Lot G	\$75.00	Lot P	\$95.00	
Lot H	\$60.00	Lot Q	\$45.00	

INSURANCE: We are fully insured with Commercial General Liability coverage including Contractual Liability, Completed Operations insurance as well as Statuary Workman's Compensation. Certificates of insurance are available upon receipt of signed contract. Cost subject to change for additional special coverage.

Your acceptance of this proposal will constitute a CONTRACT between us. This contract may be cancelled by either party upon ninety (90) days written cancellation notice. Unless otherwise stated, this contract will be self-renewing after one year.

Prices quoted above are based upon standard lot sweeping practices. Any deviation or alteration of the above specifications will be executed only upon written authorization.

Customer represents and warrants that, during the term of this agreement and for one year thereafter, customer will not hire any current or former employee of Alliance Sweeping Services without the written consent of Alliance Sweeping Services.

TERMS: Net 30 days, 2% monthly service charge on all past due accounts. As a condition of this contract, you agree to pay all cost of collection if this account becomes delinquent.

Approved and accepted by:

ALLIANCE SWEEPING SERVICES

Mark Michaels, President

Date: _____

Date: _____

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DEERFIELD, IL 60015**

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PARKING LOT SWEEPING**



City of St. Charles
Attn: AJ Reineking
Saint Charles, Il 60174
areineking@stcharles.il.gov

Location: City of St. Charles
Municipal Lots
Saint Charles, Il 60174

March 6, 2015
Phone:630-433-3709
Fax:

We hereby propose and agree to perform the following work according to the specifications set forth as follows:

2015 Budget

WEEKLY:

Machine sweep all exterior asphalt parking lot surfaces of the following locations.
Broom sweep curbs and corners. Remove most dirt and debris.

LOTS: Price Per Cleaning:

200 Walnut	\$100
100 Illinois	\$175

INSURANCE: We are fully insured with Commercial General Liability coverage including Contractual Liability, Completed Operations insurance as well as Statuary Workman's Compensation. Certificates of insurance are available upon receipt of signed contract. Cost subject to change for additional special coverage.

Your acceptance of this proposal will constitute a CONTRACT between us. This contract may be cancelled by either party upon ninety (90) days written cancellation notice. Unless otherwise stated, this contract will be self-renewing after one year.

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TERMS: Net 30 days, 2% monthly service charge on all past due accounts. As a condition of this contract, you agree to pay all cost of collection if this account becomes delinquent.

Approved and accepted by:

ALLIANCE SWEEPING SERVICES

Mark Michaels, President

Date: _____

Date: _____

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:

Alliance Sweeping Service, Inc.
1601 Atlantic Drive, Unit 137
West Chicago, IL 60185

For the purchase of: Parking Lot & Parking Deck Sweeping Maintenance Service

At a cost of: \$ 40,600

Reason for the request to waive the bid procedure: Alliance Sweeping has provided the City with excellent service since 2008 and leaves us with no doubt they will continue to do so. In effort to help maintain our fiscal responsibility, Alliance Sweeping has held their pricing in the last five consecutive years. In 2013, under separate agreement, we solicited pricing from four other sweeping vendors. Alliance Sweeping provided the most cost competitive quote.

Other Quotations Received: None

Date: 3/23/2015

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.