ST. CHARLES
SINCE 1834

AGENDA ITEM EXECUTIVE SUMMARY

Title:	Recommendation to Approve the Purchase of a New Sweeper and Ordinance Authorizing Trade-In of Existing Sweepers
Presenter:	Peter Suhr

Please check appropriate box:

	Government Operations	X	Government Services 01.24.11
	Planning & Development		City Council
	Public Hearing		

Estimated Cost:	$69,070	Budgeted:	YES	X	NO	

If NO, please explain how item will be funded:

Executive Summary:

Presently the Public Services Division has two (2) Sweepers utilized for cleaning the Public Works Garage, Parking Decks and occasionally Parking Lots, Walks, Streets and Special Events. One Sweeper is a large Tennant model 830 that is in its 8th year of service and one Sweeper is a small Tennant model 355 that is in its 17th year of service. Both sweepers have seen increased maintenance costs in recent years and are at the end or their useful life without major repairs. Both sweepers are scheduled for replacement in FY10/11 and are budgeted.

In attempt to continue reducing maintenance costs within our Fleet, increase operational efficiencies, and reduce Fleet vehicles, staff is recommending eliminating one of the sweepers. The Public Services Division will purchase one (1) new mid-sized Tennant Green Machine 636 Sweeper that will provide all of the functionality of the two existing sweepers combined. The two existing sweepers will be traded as part of the sale.

The new Green Machine 636 Sweeper we are considering for purchase is a Demo vehicle that has about 85 hours of "gentle" use. Staff recommends purchase of the Demo unit, which includes all standard warranties and is about $21,500 less than a comparable new vehicle.

Attachments: *(please list)*

1. **Standard Equipment Company Quote for Tennant Green Machine 636 Sweeper (Demo)**
2. **Ordinance authorizing trade-in of our 1994 & 2003 Sweepers.**
3. **Request for Waiving Bid Procedure**

Recommendation / Suggested Action *(briefly explain)*:

Staff Recommends:

1. **Award the purchase of a Tennant Green Machine 636 Sweeper (Demo) in the amount of $69,070 (after trade-in) to Standard Equipment Company (Chicago, IL) and a request to Waive Bid Procedure.**

2. Approve the enclosed ordinance, authorizing trade-in of City #1795 (1994 Sweeper) and City #2134 (2003 Sweeper) for $1,000.	
For office use only:	*Agenda Item Number: 6.f*

2033 WEST WALNUT STREET • CHICAGO IL 60612 • 312-829-1919 • FAX 312-829-6142
E-MAIL sales@standardequipment.com • INTERNET http://www.standardequipment.com

STANDARD
EQUIPMENT COMPANY

Mr. Peter Suhr
Public Services Manager
200 Devereaux Way
St. Charles, IL

November 2, 2010

Dear Mr. Suhr,

Standard Equipment Company is pleased to present the following quotes on a Green Machine model 636 sweeper. We are offering the following options for purchase:

OPTION #1:
New and unused Green Machine with all standard equipment
FOR THE AMOUNT OF: $83,459

Additional equipment available for new unit:

High Pressure Washdown	Add$3,315
Rear Vision Camera	Add$1,119
Air Conditioning	Add$3,708
Autolube	Add$2,967

OPTION#2
Demo Green Machine showing approximately 85 hours with all standard equipment, all additional equipment *except* for Autolube. Does include the standard 1 year parts and labor warranty.
FOR THE AMOUNT OF: $70,070

SECO offers a trade value of $1000 for the City of St. Charles Tennant model's 830 and 355 which we would deduct from the above prices.

Please note, demo unit is subject to prior sale!

Call me at (312) 706-9676 if you have any questions.

Best Regards,
STANDARD EQUIPMENT COMPANY

Jim Miller
Sales Representative

City of St. Charles, Illinois
Ordinance No._____

An Ordinance Authorizing the Sale of Items of Personal Property Owned by the City of St. Charles

WHEREAS, in the opinion of at least three-fourths of the Corporate authorities of the City of St. Charles, it is no longer necessary or useful to or for the best interest of the City of St. Charles to retain the personal property now owned by the City of St. Charles and hereinafter;

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF ST. CHARLES, KANE AND DUPAGE COUNTIES, ILLINOIS AS FOLLOWS:

1. Pursuant to Illinois Compiled Statutes, 65ILCS 5/11-76-4, the City Council finds that the following personal property now owned by the City of St. Charles is no longer necessary or useful to the City of St. Charles and the best interests of the City of St. Charles will be served by their sale:

Tennant 830 Sweeper; and
Tennant 355 Sweeper.

2. Pursuant to said Section 65ILCS 5/11-76-4, the Purchasing Manager be, and he is hereby authorized and directed to sell the foregoing described personal property now owned by the City of St. Charles as part payment towards the purchase of 1-Tennant 636 Green Machine Sweeper from Standard Equipment Company, 2003 Walnut St., Chicago, IL 60612--$1,000.

3. This Ordinance shall be in full force and effect from and after its passage, by at least three-fourths of all the corporate authorities, and approval in the manner provided by law.

4. That after the adoption and approval hereof the Ordinance shall (i) be printed or published in book or pamphlet form, published by the authority of the Council, or (ii) within thirty (30) days after the adoption and approval hereof, be published in a newspaper published in and with a general circulation within the City of St. Charles.

Presented to the City Council of the City of St. Charles, Illinois, this _____ day of _____, 2011.

Passed by the City Council of the City of St. Charles, Illinois, this _____ day of _____, 2011.

Approved by the Mayor of the City of St. Charles, Illinois, this _____ day of _____, 2011.

_____
Donald P. DeWitte, Mayor

Attest:

_____
City Clerk

Council Vote:
Ayes:
Nays:
Absent:
Abstain:

APPROVED AS TO FORM:

_____
City Attorney

DATE:_____

RBW:cjb

ordinances\trade in 2
1/11/11

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:

Standard Equipment Company
2033 West Walnut Street
Chicago, IL 60612

For the purchase of: Tennant Green Machine 636 Sweeper (Demo)

At a cost of: $ 69,070

Reason for the request to waive the bid procedure:
A reason for request includes a departmental preference for the Green Machine after demonstration of the equipment at our various Facilities. The Green machine met tight specifications for cleaning specific areas within our Public Works Garage and at our Parking Decks. Also, we've had a positive past experience with the manufacturer, Tennant, and a long-standing, solid relationship in dealing with Standard Equipment.

Other Quotations Received: None

Date: 01/24/2011

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.