

**VILLAGE OF LOMBARD**  
**REQUEST FOR BOARD OF TRUSTEES ACTION**  
**For Inclusion on Board Agenda**  
**BIDS AND PROPOSALS**

TO: President and Village Board of Trustees  
FROM: Scott Niehaus, Village Manager  
DATE: 4/15/15 Agenda Date: 05/07/15  
TITLE: Water Meter Reading Services – Bid Waiver  
SUBMITTED BY: Jamie Cunningham, Assistant Finance Director

**RESULTS:**

Total Number of Bids Received..... 0  
Total Number of Bidders Meeting Specifications .... 0  
Bid Security Required .....  Yes  No  
Performance Bond Required .....  Yes  No  
Were Any Bids Withdrawn .....  Yes  No  
Explanation:  
Waiver of Bids Requested? .....  Yes  No  
If yes, explain: see memo  
Award Recommended to Lowest Responsible Bidder .....  Yes  No  
If no, explain:

**FISCAL IMPACT:**

Engineer's estimate/Budget estimate: \$0.95 per read  
Amount of Award: \$0.95 per read

**BACKGROUND**

Rickman Contract Service, Inc. has held the Village's contract for meter reading services since 2008 and has performed to the Village's standard during this period. In 2013, staff requested the board approve an additional two (2) year extension with 3 one year options at a rate of \$0.95 per read. The current two (2) year agreement will end in October 2015 and we have the option to extend the contract for an additional three (3) years at the current rate of \$0.95 per read with Rickman Contract Services, Inc. See attached memo for additional information.

**RECOMMENDATION**

Staff recommends the Board of Trustees waive bids and exercise their option to extend the contract with Rickman Contract Service, Inc of LaGrange, IL, for Water Meter Reading thru October 2018, at the current rate of \$0.95 per read.

Has Recommended Bidder Worked for Village Previously  Yes  No  
If yes, was quality of work acceptable  Yes  No  
Was item bid in accordance with Public Act 85-1295?  Yes  No  
Waiver of bids - Public Act 85-1295 does not apply  Yes

**REVIEW** (as needed):

Village Attorney XX [Signature] Date 4/28/15  
Finance Director XX [Signature] Date 4/23/15  
Village Manager XX [Signature] Date 4/24/15