

**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 : David A. Hulseberg, Village Manager

DATE : September 5, 2013 Agenda Date September 19, 2013

TITLE : Catch Basin Cleaning Project - Bid Waiver

SUBMITTED BY: Angela M. Podesta, Utilities Superintendent *AMP*

**RESULTS:**

Date Bids Were Published \_\_\_\_\_ Bidding Closed \_\_\_\_\_

Total Number of Bids Received \_\_\_\_\_

Total Number of Bidders Meeting Specifications \_\_\_\_\_

Bid Security Required \_\_\_\_\_ Yes \_\_\_\_\_ No

Performance Bond Required \_\_\_\_\_ Yes \_\_\_\_\_ No

Were Any Bids Withdrawn \_\_\_\_\_ Yes \_\_\_\_\_ No

Explanation:

Waiver of Bids Requested? \_\_\_\_\_ X \_\_\_\_\_ Yes \_\_\_\_\_ No

If yes, explain: See Attached Memo.

Award Recommended to Lowest \_\_\_\_\_ Yes \_\_\_\_\_ No

Responsible Bidder?

If no, explain:

**FISCAL IMPACT:**

Engineer's estimate/budget estimate \$50,000.00

Amount of Award \$59,200.00 Water & Sewer Capital Reserve Fund  
(\$50,000 RM PROG 12, \$9,200 RM PROG 10)

**BACKGROUND/RECOMMENDATION:**

Request waiver of bids to extend contract for one year to United Septic of Bristol, IL under the same terms, conditions and unit prices in an amount not to exceed \$59,200.

Has Recommended Bidder Worked for Village Previously X Yes \_\_\_\_\_ No

If yes, was quality of work acceptable X Yes \_\_\_\_\_ No

Was item bid in accordance with Public Act 85-1295? \_\_\_\_\_ Yes X No

Waiver of bids - Public Act 85-1295 does not apply X Yes

**REVIEW (as needed):**

Village Attorney XX \_\_\_\_\_ Date \_\_\_\_\_

Finance Director XX \_\_\_\_\_ Date \_\_\_\_\_

Village Manager XX \_\_\_\_\_ Date \_\_\_\_\_

**NOTE: All materials must be submitted to and approved by the Village Manager's Office by 4:30 pm, Wednesday, prior to the Board Agenda distribution.**



## MEMORANDUM

**To:** Timothy Sexton, Acting Village Manager

**Through:** Carl S. Goldsmith, Director of Public Works *CS*

**From:** Angela M. Podesta, Utilities Superintendent *AMP*

**Date:** September 5, 2013

**Subject:** Catch Basin Cleaning Project  
Contract Extension

The Catch Basin Cleaning Project is designed to supplement the annual catch basin cleaning program performed by Village crews. The Village has a goal of cleaning one-third of the Village-owned catch basins each year. This program is one component of the Combined Sewer Overflow Operations & Maintenance Plan required by the IEPA Permit for the Lombard Combined Sewerage Treatment Plant to reduce sediment entering the treatment plant during rain storms. The Catch Basin Cleaning Project (RM PROG 12) is budgeted in the Water & Sewer Capital Reserve Fund at a cost of \$50,000 for FY2014.

On May 2, 2013, the Village Board awarded a contract to United Septic, Inc. of Bristol, IL for Catch Basin Cleaning for FY 2013 in an amount not to exceed \$59,200. This bid was over budget by \$9,200 and the overage was offset by reducing projects in the Sewer Maintenance & Improvement program (RM PROG 10) that is also funded in the Water & Sewer Capital Reserve Fund. The bid contained an option for a one year contract renewal. Attached is a letter from United Septic, Inc. indicating their willingness to provide the same services under the same terms, conditions and unit prices for an additional year. This contract will also exceed the budgeted amount and the overage will be offset by reducing projects in the Sewer Maintenance & Improvement program again in 2014.

To exercise the renewal option, the Village Attorney has stated that the Village Board must approve acceptance of the renewal. There is no need to sign a new contract. If approved by the Village Board, staff would send a confirming letter with signature space for United Septic, Inc. to accept the extension of the contract. United Septic, Inc. has performed satisfactorily in the past.

Therefore, I am requesting the Board of Trustees waive bids and renew the contract with United Septic, Inc. of Bristol, IL, for Catch Basin Cleaning for one year under the same terms, conditions and unit prices in an amount not to exceed \$59,200 for FY 2014 at their September 19, 2013 meeting.

**Podesta, Angela**

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**From:** Edward Auer <unitedsepticinc@yahoo.com>  
**Sent:** Wednesday, August 28, 2013 9:38 AM  
**To:** Podesta, Angela  
**Subject:** Catch Basin Cleaning Contract

Angela,

We would agree to extend the 2013 Catch Basin Cleaning contract per all expiring conditions into 2014. Please let us know if and when this is approved and when you would like us to execute said contract.

Thanks for your consideration,

Edward Auer, Sr.  
UNITED SEPTIC, INC  
1327 W BEECHER RD  
BRISTOL, IL 60512  
630-553-7807  
630-553-3305 FAX