

VILLAGE OF LOMBARD  
REQUEST FOR BOARD OF TRUSTEES ACTION  
For Inclusion on Board Agenda

\_\_\_\_\_ Resolution or Ordinance (Blue) \_\_\_\_\_ *Waiver of First Requested*  
\_\_\_\_\_ Recommendations of Boards, Commissions & Committees (Green)  
 X  Other Business (Pink)

TO: PRESIDENT AND BOARD OF TRUSTEES  
FROM: David A. Hulseberg, Village Manager  
DATE: March 3, 2012 (B of T) Date: March 15, 2012  
TITLE: State Joint Purchasing Requisition for Rock Salt FY2012B  
SUBMITTED BY: Tom Ellis, Operations Superintendent

BACKGROUND/POLICY IMPLICATIONS:

A staff request for approval to participate in the State Joint Purchasing Requisition for Rock Salt for Fiscal Year 2012B.

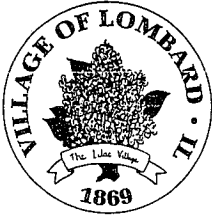
FISCAL IMPACT/FUNDING SOURCE

\$90,000 / MFT 7370.733200

Review (as necessary):

Village Attorney X \_\_\_\_\_ Date \_\_\_\_\_  
Finance Director X \_\_\_\_\_ Date \_\_\_\_\_  
Village Manager X \_\_\_\_\_ Date \_\_\_\_\_

NOTE: Materials must be submitted to / approved by the Village Manager's Office by 12:00 pm. Wednesday, prior to the Agenda Distribution.



To: David A. Hulseberg, Village Manager  
Through: Carl Goldsmith, Public Works Director *g*  
From: Tom Ellis, Operations Superintendent *m*  
Date: March 3, 2012  
Subject: Renewal of Joint Purchase of Rock Salt for FY 2012B

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Public Works has been notified that the State of Illinois is again establishing a central contract to purchase rock salt. The Village has historically purchased salt in this manner, and has had a fairly consistent supply and low pricing. The Public Works Department wishes to participate in this renewal program again.

We request Village Board approval to participate in the renewal program. An estimated 4,000 tons of salt will be used to de-ice Village streets in FY 12B. Public works staff has worked diligently to lower application rates of road- salt and combining that with a mild winter, the Village has approximately 2,800 tons of salt in reserve from FY12A. We are requesting 1,200 tons of salt for FY12B. Under the terms of the program the Village must purchase a minimum of 960 tons by June 30, 2013 (80% of the requisition). Eighteen years ago, one of the mildest winters on record, the Village used 2,091 tons. This winter so far we have used 1,300 tons of salt. This is a 42% reduction in salt usage from FY 11 and a 65% reduction from FY 10. Please note the Village storage capacity under the Coverall Structure is 750 tons. As a result of the limited storage capacity, the Village is forced to take delivery of small quantities of salt and cannot take advantage of the potential for reduced off-season pricing. The Village also has the option of purchasing up to 1,440 tons at the same price (120% of the requisition). Depending on weather conditions, this option has been exercised before. As much as possible, this contract provides a low price and sufficient flexibility to prevent shortages or over-buying.

Once approved, the attached requisition will be submitted to the State for inclusion in their renewal bid. Once awarded, Public Works will request Village Board approval to enter into a contract with the lowest responsible bidder at a specified price. At this time, approval to participate is all that is being requested.

The staff recommends that the Village President sign the attached Illinois Joint Purchasing Requisition authorizing the State to bid on behalf of Lombard and return the item to the Director or Public Work in order to ensure that the requisition is returned to Central Management Services no later than March 16, 2011 at 5:00 pm.



# ILLINOIS

## JOINT PURCHASING REQUISITION

**PLEASE RETURN TO:**

Illinois Department of  
Central Management Services  
801 Wm. G. Stratton Building  
401 S. Spring Street  
Springfield, IL 62706  
Fax: (217) 782-5187

Joint Purchasing #: \_\_\_\_\_  
 Government Unit: VILLAGE OF LOMBARD  
 Mailing Address: 255 E WILSON AVE.  
 City / State / Zip: LOMBARD, IL 60148  
 County: DUPAGE  
 Contact Person: TOM ELLIS  
 Telephone Number: 630-620-5988  
 Fax Number: 630-873-4603  
 Contact Email: ELLIST@VILLAGEOFLOMBARD.ORG  
*please provide Email Address*

Date: 3 / 3 / 2012

Delivery Point

**NOTE: COMPLETE ONLY ONE TABLE – Either “Table A” or “Table B” below**

TABLE A			
Complete this table to have the State SOLICIT BIDS for your governmental entity			
ITEM DESCRIPTION	QUANTITY (Total Tonnage)	UNIT OF MEASURE	AMOUNT BUDGETED (Local Governmental Use Only)
AASHTO M143 Road Salt or Equivalent			
<b>ROAD SALT, BULK</b> <i>(22-25 Ton /Truckload)</i>	<u>1200</u>	TONS	<u>\$ 90,000</u>
Please note your Purchase Commitment Percentage for total tonnage quantity stated above (you must choose one):			
OPTION 1	<input checked="" type="checkbox"/>	80% minimum purchase requirement/120% maximum purchase requirement	
OPTION 2	<input type="checkbox"/>	100% minimum purchase requirement/120% maximum purchase requirement	

TABLE B			
Complete this table to have the State RENEW for your governmental entity (ONLY)			
ITEM DESCRIPTION	QUANTITY (Total Tonnage)	UNIT OF MEASURE	AMOUNT BUDGETED (Local Governmental Use Only)
AASHTO M143 Road Salt or Equivalent			
<b>ROAD SALT, BULK</b> <i>(22-25 Ton /Truckload)</i>	_____	TONS	_____
Note: <b>Renewal is available ONLY under contracts 4017034, 4017035, 4017036, 4017037, or 4017038 for the 2012-2013 season.</b> Your quantity may not exceed more than a 20% increase of last season's quantity, and price cannot increase more than 5% of last season's price. Other Terms & Conditions of Contract will remain the same as last year. Check renewing contract: Contract 4017034 ( ) Contract 4017035 ( ) Contract 4017036 ( ) Contract 4017037 ( ) Contract 4017038 ( )			

I certify that funds are available for the purchase of the items on this Requisition and that such items are for the sole use of this governmental unit, and not for personal use of any official or individual or re-sale.

In addition, I agree to abide by the Joint Purchasing Procedure established by the Department of Central Management Services.

\_\_\_\_\_  
SIGNATURE OF AUTHORIZED OFFICIAL OR AGENT

VILLAGE PRESIDENT  
TITLE