

MEMORANDUM

To: William T. Lichter, Village Manager

From: David A. Hulseberg, AICP, Assistant Village Manager/Director of Community Development

Date: April 26, 2007

Subject: Ray Graham Association Request for a Pace Bus

The Village of Lombard has received a request from Ray Graham Association to participate in a Pace Municipal Vanpool Service Agreement. If approved the Village would enter into an agreement on behalf of the Ray Graham Association with Pace Bus. Ray Graham Association would then enter into an agreement with the Village of Lombard assuming the terms laid out in the Pace Municipal Vanpool Service Agreement. Pace Bus entered into a similar agreement with the City of Elmhurst and Ray Graham Association.

The salient points of the Pace Municipal Vanpool Service Agreement are:

- In addition to a \$270 monthly fee per van, the unit of local government is responsible for covering driver, insurance, fuel and maintenance costs.
- The initial contract between Pace and the participant must be at least one year. Within the contract the following items must be completed and provided in order to receive a vehicle(s): \$550.00 security deposit per van, two signed contracts per vehicle, Statement of Intended Use, Driver Information Form, photo copies of drivers' driver's license, commercial general and auto liability insurance in an amount no less than \$5,000,000.00.
- After 5 years the van can be purchased for \$1.00, amounting to a total of \$16,201.00.

The salient point of the Ray Graham Association Agreement:

- All terms laid out in the Pace Municipal Vanpool Service Agreement are assumed by Ray Graham Association.

Recommendation: Staff recommends that the Village Board approve a resolution authorizing the Village President to sign the Pace Municipal Vanpool Service Agreement and a resolution authorizing the Village President and Clerk to sign the Agreement with Ray Graham and Association.