

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

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

TO: PRESIDENT AND BOARD OF TRUSTEES

FROM: William T. Lichter, Village Manager

DATE: August 30, 2004 (B of T) Date: September 16, 2004

TITLE: Holiday Decorations Contract 2004 (Resolution)  
(Waiver of Bids)

SUBMITTED BY: Department of Community Development

BACKGROUND/POLICY IMPLICATIONS:

Please find attached a proposal from Folgers Flag & Decorating for a one year contract for live greenery wreaths and roping holiday decorations for the 2004 season.

Staff recommends to waive competitive bidding and award a contract to Folger’s Flag & Decorating based on the information attached. Folger’s Flag & Decorating is our present vendor and have done acceptable work in the past. (ALL DISTRICTS)

Please place this item on the September 16, 2003 Board of Trustees consent agenda for direction.

Fiscal Impact/Funding Source:

Hotel/Motel Tax Fund  
Not to Exceed \$23,980.00

Review (as necessary):

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

NOTE: All materials must be submitted to and approved by the Village Manager's Office by 12:00 noon, Wednesday, prior to the Agenda Distribution.