

**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 : March 18, 2010 Agenda Date: April 1, 2010  
TITLE : Renewal of Contract for: Tree & Stump Removal  
SUBMITTED BY: Steven Kremske, Forestry/Electrical/Streets Supervisor *SK*

**RESULTS:**

Date Bids Were Published N/A Bidding Closed N/A

Total Number of Bids Received N/A

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Were Any Bids Withdrawn \_\_\_\_\_ Yes \_\_\_\_\_ No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

See attached memo.

**FISCAL IMPACT:**

Amount of Award \$25,000.00 2712.755700

**BACKGROUND/RECOMMENDATION:**

See attached memo.

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 12:00 noon, Wednesday, prior to the Board Agenda distribution.**



To: David A. Hulseberg, Village Manager  
Through: Carl Goldsmith, Public Works Director *CG*  
From: Steve Kremske, Forestry/Electrical & Streets Supervisor *SK*  
Date: March 18, 2010  
Subject: Renewal of the "Tree & Stump Removal Contract" for FY2011

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On June 4, 2009, the Village Board approved a contract with Dawsons Tree Service, Inc., for parkway tree & stump removal. In the bid documents was a provision to extend the contract for an additional year. Attached is a letter from John Dawson, President of Dawsons Tree Service, Inc., indicating their willingness to provide the same service, terms, conditions and unit pricing for an additional year.

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 Board, staff would send confirming letters with signature space for Dawsons Tree Service, Inc. to accept extension of the contract. Dawsons Tree Service, Inc. has provided good service during FY's 2009 and 2010.

Public Works is requesting a waiver of bid and the renewal of a contract with Dawsons Tree Service, Inc. for one year under the same terms, conditions and pricing for FY 2011. Please note that when the Board approves the extension, parkway tree & stump removal will be provided by Dawsons Tree Service, Inc. in an amount not to exceed \$25,000.00. Please place this item on the April 1, 2010, agenda for consideration by the Village Board.



Lombard Public Works Dept.  
Attn: Steve Kremske  
255 E. Wilson  
Lombard, IL. 60148

March 15, 2010

Dear Steve,

Thank you again for your interest in continuing our contract and for the opportunity to service the village for another year.

After reviewing last year's contract prices, we have concluded we are able to maintain the same prices for our tree removal and stump grinding services for the new contract year. We are also able to maintain all of the labor and equipment prices as they stand on our current contract.

If the village finds this acceptable, I authorize the continuation of our contract with the Village of Lombard, for the new contract year. I look forward to hearing from you and to working with you in the future.

Sincerely,

A handwritten signature in black ink, appearing to read "John Dawson", is written over a horizontal line.

John Dawson  
President  
Dawsons Tree Service, Inc.