

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: Scott Niehaus, Village Manager

DATE: February 8, 2023 (COW)(B of T) February 16, 2023

TITLE: Motion to Approve Three Year Extension with DataProse, Inc.

SUBMITTED BY: Tim Sexton, Director of Finance

FISCAL IMPACT:

The Village of Lombard is anticipating the annual cost to be similar as is previous years. Our annual budget for water and sewer bill printing services is \$85,000. Approximately 75% (\$63,750) of that budgeted amount is spent on postage.

BACKGROUND/POLICY IMPLICATIONS:

For the past three years, the Village has been contracted with DataProse, Inc. for all bill printing. DataProse has provided uninterrupted service, with no issues for those three years. Staff is seeking approval to exercise a three-year renewal with DataProse as stated in the original contract signed in October 2019.

Staff recommends that the Village Board approve this extension with DataProse, Inc.

Review (as necessary):

Village Attorney X _____	Date _____
Finance Director X _____	Date _____
Village Manager X <u>W. Sexton</u> _____	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.