

090447

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 : August 7, 2009
Agenda Date August 20, 2009

TITLE : Water & Sewer System Supplies Bid

SUBMITTED BY: Angela M. Podesta, Utilities Superintendent *AMP*

RESULTS:

Date Bids Were Published 7/22/09 Bidding Closed 8/6/09
Total Number of Bids Received 2
Total Number of Bidders Meeting Specifications 1

Bid Security Required Yes No

Performance Bond Required Yes No

Were Any Bids Withdrawn Yes No

Explanation:

Waiver of Bids Requested? Yes No

If yes, explain:

Award Recommended to Lowest Yes No

Responsible Bidder? Yes No

If no, explain: Lowest bid included a deviation that was unacceptable to the Village

FISCAL IMPACT:

Engineer's estimate/budget estimate \$90,000.00
Amount of Award \$90,000.00

BACKGROUND/RECOMMENDATION:

Award a contract in the full budget amount of \$90,000 to Ziebell Water Service Products of Elk Grove Village, IL for the purchase of water and sewer supplies on an as needed basis.

Has Recommended Bidder Worked for Village Previously Yes No

If yes, was quality of work acceptable Yes No

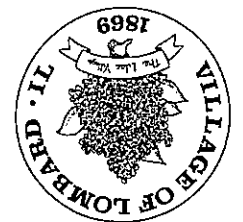
Was item bid in accordance with Public Act 85-1295? Yes No

Waiver of bids - Public Act 85-1295 does not apply Yes No

REVIEW (as needed):

Village Attorney XX _____
Finance Director XX _____
Village Manager XX _____
Date 8/10/09
Date 8/10/09
Date 8/10/09

NOTE: All materials must be submitted to and approved by the Village Manager's Office by 4:30 pm, Wednesday, prior to the Board Agenda distribution.



MEMORANDUM

To: David A. Hulseberg, Village Manager

From: Angela M. Podesta, Utilities Superintendent *AMP*

Through: Carl S. Goldsmith, Director of Public Works *CSG*

Date: August 7, 2009

Subject: Water & Sewer System Supplies Bid

Background

Four years ago, minimum quantities for on-hand inventory were developed and purchasing practices were changed to buy items on an as-needed basis to maintain the minimum inventory thus providing flexibility to meet changing requirements. Prices are obtained for all of the items kept in stock but purchases are only made to maintain designated inventory levels. A quantity of one is used for each item for the sole purpose of obtaining a base bid price for comparing the bids. Proposals required Bidders to provide prices for supplies in thirteen categories. The total cost of the bid was evaluated based upon the total of all categories.

On Thursday, August 6, 2009, bids were opened for Water & Sewer System Supplies. Two companies responded to the bid: HD Waterworks Supply, Inc, Carol Stream and Ziebell Water Service Products, Elk Grove Village. The bid tabulation is attached.

HD Waterworks Supply submitted the low bid with a bid amount of \$36,195.27 but included a deviation that pricing for Category II – Couplings/Water, Category III- End Couplings/Water and Category VI – Repair Sleeves/Water was contingent upon ordering a minimum of \$2750.00 per order which is counter to the Village's current purchasing practices. Ziebell Water Service Products submitted a bid of \$36,253.74 with no deviations, which is \$58.47 higher than the low bid.

Evaluating the inventory currently on-hand, it does not appear that the Village will the meet minimum ordering requirements set forth in the bid from HD Waterworks. Therefore, I recommend that the contract be awarded to the second lowest bidder, Ziebell Water Service Products for the entire budget of \$90,000 for the purchase of water/sewer system supplies throughout the year on an as-needed basis.

Recommendation

I am recommending the Board of Trustees award a contract in an amount not to exceed \$90,000 for Water/Sewer System Supplies to Ziebell Water Service Products of Elk Grove, IL. Please submit this recommendation to the Board of Trustees for their approval at the August 20, 2009 meeting.

VILLAGE OF LOMBARD

CONTRACT DOCUMENT NUMBER PWU-1019

This agreement is made this 20th day of August, 2009, by and between, and shall be binding upon, the Village of Lombard, an Illinois municipal Corporation hereinafter referred to as (the "Village") and Ziebell Water Service Products, Inc. hereinafter referred to as (the "Contractor").

Witnesseth That in consideration of the mutual promises of the parties delineated in the Contract Documents, the Contractor agrees to sell and the Village agrees to pay for the following described items as set forth in the Contract Documents:

Water and sewer system supplies such as but not limited to valves, couplings, pipe and fire hydrants in an amount not to exceed \$90,000

1. This Contract shall embrace and include all of the applicable Contract Documents listed below as if attached hereto or repeated herein:

a. Specification and Contract Document no. PWU-1019 for Water/Sewer System Supplies, consisting of the following:

- i) Cover Sheet
- ii) Table of Contents
- iii) Invitation to Bid on Contract Document No. PWU-1019 - Legal Notice
- iv) General Terms, Conditions and Instructions
- v) Specific Terms, Conditions and Instructions and Blue Prints
- vi) Bid Proposal Form
- vii) Plans and Specifications and Specification Deviation Form

b. The Contractor's Bid Proposal Dated August 5, 2009

c. Required Performance and Payment Bonds and Certificate of Insurance

2. The Village agrees to pay, and the Contractor agrees to accept as full payment for the items which are the subject matter of this Contract in an amount not to exceed

\$90,000.00 paid in accordance with the provisions of the Local Government Prompt Payment Act and the provisions of the Contract Documents.

3. Risk of loss, destruction or damage of or to goods under this Contract shall be on contractor until delivery of the goods to the Village and acceptance of the goods by the Village.

4. Contractor agrees to perform the terms of this Contract by May 31, 2010. Time is of the essence of this Contract.

5. Where the terms of this Contract conflict with the provisions of the Contract Documents, the Contract Documents shall be binding.

IN WITNESS WHEREOF, the Village of Lombard, Illinois by William J. Mueller, Village President, and the Contractor have herunto set their hands this 20th day of August, 2009.

If an individual or partnership, all individual names of each partner shall be signed or if a corporation, an officer duly authorized shall sign here:

Accepted this _____ day of _____, 20__.

Individual or Partnership _____ Corporation _____

By _____
Position/Title _____

By _____
Position/Title _____

Print Company Name _____

THE VILLAGE OF LOMBARD, ILLINOIS

Accepted this 20th day of August, 2009.

William J. Mueller
Village President

Brightie O'Brien
Village Clerk

Attest: