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 :	Scott Niehaus, Village	e Manager		
DATE :	October 24, 2017	Agenda	Date: Novemebr	<u>2, 2017</u>
TITLE :	Parking Lot Snow Removal Contract Extension			
SUBMITTED BY:	Tom Ellis, Operations Superintendent, Public Works			
RESULTS: Date Bids Were Published Sept. 16, 2015 Total Number of Bids Received 5 Bidding Closed October 2, 2015				
	dders Meeting Specific			
Bid Security Requir			es	_No
Performance Bond	and the second s		es X	_No
Were Any Bids Wit	ndrawn _	Y	es X	_No
Explanation:				
Waiver of Bids Requested? X YesNo				
If yes, explain: See attached memo.				
Award Recommended to Lowest XYesNo				
Responsible Bidder?				
If no, explain:				
See attached memo.				
FISCAL IMPACT:				
Amount of Award \$15,000 - 101.270.310.75770(\$2,500), 530.810.110.75610(\$12,500)				
7. mount of 7. ward <u>\$15,000 - 101.270.510.75770(\$2,500)</u>				
BACKGROUND/RECOMMENDATION:				
See attached memo.				
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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	(SC			
Village Manager XX	1 /1		Date Date / で	4/19
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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.



MEMORANDUM

To:

Scott Niehaus, Village Manager

Through:

Carl S. Goldsmith, Director of Public Works

From:

Tom Ellis, Operations Superintendent, Public Works L

Date:

October 24, 2017

Subject:

Parking Lot Snow Removal Contract Renewal

The Village of Lombard opened bids for Parking Lot Snow Removal on October 2, 2015. The lowest responsible bid was received from Kozak Custom Landscaping. The Village of Lombard's current Parking Lot Snow Removal contract expired May 31, 2017. We have valued the level of service and commitment Kozak Custom Landscaping has provided to the Village of Lombard over the past year. The Village would like to exercise the option of extending the contract for an additional year under the current contract terms and conditions as specified in Contract document PWO-1518. The extension would be in effect from 12:01a.m. November 15, 2017 until 12:00 midnight, May 31, 2018.

The FY17-FY18 budget includes \$15,000.00/year for this service through accounts 101.270.310.75770 and 530.810.110.75610

Staff recommends approving the Parking Lot Snow Removal contract extension with Kozak Custom Landscaping. Please present this item to the Board of Trustees at the November 2, 2017 meeting for their approval.



Kozak Custom Landscapes, Inc. Snow & Ice Control Division 701 First St. Batavia, IL 60510

Oct 23, 2017

Village of Lombard Attn: Tom Ellis 255 E Wilson Ave. Lombard, IL 60148

Dear Mr. Ellis:

Kozak Custom Landscapes, Inc. is requesting to extend the contract for Village of Lombard Parking Lot Snow Removal, PWO-1518, for an additional 1 year through the 2017-2018 Snow Season. All pricing would be held the same throughout this extension. Please let me know if you have any questions, and respond, in writing, if this is possible.

Phone: (630) 406-0661

Fax: (630) 406-0661

Sincerely,

Dave Draniczarek General Manager