



MEMORANDUM

To: Scott Niehaus, Village Manager

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

From: Tom Ellis, Operations Superintendent, Public Works *TE*

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

Phone: (630) 406-0661
Fax: (630) 406-0661

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.

Sincerely,

Dave Draniczarek
General Manager