

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: David A. Hulseberg, Village Manager

DATE: February 23, 2010 (B of T) Date: March 4, 2010

TITLE: State Joint Purchasing Requisition for Rock Salt FY2011

SUBMITTED BY: Keith J. Surges, Operations Superintendent *KJS*

BACKGROUND/POLICY IMPLICATIONS:

A staff request for approval to participate in the State Joint Purchasing Requisition for Rock Salt for Fiscal Year 2011.

FISCAL IMPACT/FUNDING SOURCE

\$300,000 / MFT 7370.733200

Review (as necessary):

Village Attorney X _____ Date _____
Finance Director X _____ Date _____
Village Manager X _____ Date _____

NOTE: Materials must be submitted to / approved by the Village Manager's Office by 12:00 pm, Wednesday, prior to the Agenda Distribution.



To: David A. Hulseberg, Village Manager
Through: Carl Goldsmith, Public Works Director
From: Keith J. Surges, Operations Superintendent
Date: February 23, 2010
Subject: Joint Purchase of Rock Salt

Public Works has been notified that the State of Illinois is again establishing a central contract to purchase rock salt. The Village has historically purchased salt in this manner, and has had a fairly consistent supply and low pricing. The Public Works Department wishes to participate in this program again.

Request Village Board approval to participate in the program. An estimated 4,600 tons of salt will be used to de-ice Village streets in FY 11. Under the terms of the program the Village must purchase a minimum of 3,680 tons by June 30, 2011 (80% of the requisition). Seventeen years ago, one of the mildest winters on record, the Village used 2,091 tons. This winter so far we have received 4,619 tons of salt. Please note the Village storage capacity under the Coverall Structure is 750 tons. The Village also has the option of purchasing up to 5,520 tons at the same price (120% of the requisition). Depending on weather conditions, this option has been exercised before. As much as possible, this contract provides a low price and sufficient flexibility to prevent shortages or over-buying.

Once approved, the attached requisition will be submitted to the State for inclusion in their bid. Once awarded, Public Works will request Village Board approval to enter into a contract with the lowest responsible bidder at a specified price. At this time, approval to participate is all that is being requested.

Two copies of the requisition are attached. Please have the Village President sign upon Village Board approval. Please have these forms signed and returned to me as soon as possible in order that they may be received in Springfield no later than, March 19, 2010 @ 5:00PM.

Please place this item on the March 4, 2010 agenda for consideration by the Village Board.

Feel free to call me if you have any questions.



ILLINOIS

JOINT PURCHASING REQUISITION

PLEASE RETURN TO:

Illinois Department of
Central Management Services
801 Wm. G. Stratton Building
401 S. Spring Street
Springfield, IL 62706
Fax: (217) 782-5187

Joint Purchasing #: L-3250

Date: 03 / 04 / 2010

Government Unit: Village of Lombard

Mailing Address: 255 E Wilson Avenue

City / State / Zip: Lombard, IL 60148

County: DuPage

Contact Person: Keith Surges

Telephone Number: 630-620-5740

Fax Number: 630-620-5982

Contact Email: surgesk@villageoflombard.org

Delivery Point
282 E. Central Avenue Lombard, IL 60148
<- Please provide Email Address

Complete Only One Either "Table-A" or "Table-B" Below

Table A: Complete this table to have the State BID for your governmental entity

ITEM DESCRIPTION	QUANTITY	UNIT MEASURE	AMOUNT BUDGETED
<u>AASHTO M143 Road Salt or Equivalent</u>	<u>(Total Tonnage)</u>	<u>(22 - 25 Ton / Truck)</u>	<u>(Local Governmental Use Only)</u>
R o a d S a l t , B u l k	<u>4600</u>	T o n s	<u>\$300,000</u>

Please note your Purchase Commitment Percentage for total tonnage quantity stated above (choose one):

- OPTION 1 80% minimum purchase requirement/120% maximum purchase requirement
 OPTION 2 100% minimum purchase requirement/120% maximum purchase requirement

Complete Only One Either "Table-A" Above or "Table-B" Below

Table B: Complete this table to have the State RENEW for your governmental entity (ONLY)

ITEM DESCRIPTION	QUANTITY	UNIT MEASURE	AMOUNT BUDGETED
<u>AASHTO M143 Road Salt or Equivalent</u>	<u>(Total Tonnage)</u>	<u>(22 - 25 Ton / Truck)</u>	<u>(Local Governmental Use Only)</u>
R o a d S a l t , B u l k	<u> </u>	T o n s	<u> </u>

Note: Renewal is available ONLY under contracts 4015782, 4015783, or 4015784 for the 2010-2011 season. Your quantity may not exceed more than a 20% increase of last season's quantity, and price cannot increase more than 5% of last season's price. Other Terms & Conditions of Contract will remain the same as last year. Check renewing contract number: Contract # 4015782 () Contract # 4015783 () Contract # 4015784 ()

I certify that funds are available for the purchase of the items on this Requisition and that such items are for the sole use of this governmental unit, and not for personal use of any official or individual or re-sale.

In addition, I agree to abide by the Joint Purchasing Procedure established by the Department of Central Management Services.

SIGNATURE OF AUTHORIZED OFFICIAL OR AGENT

Village President

TITLE

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