

**VILLAGE OF LOMBARD**  
**REQUEST FOR BOARD OF TRUSTEES ACTION**  
**For Inclusion on Board Agenda**

Resolution or Ordinance (Blue) \_\_\_\_\_  
Recommendations of Boards, Commissions & Committees (Green) \_\_\_\_\_  
Other Business (Pink)   X  

**TO :** PRESIDENT AND BOARD OF TRUSTEES

**FROM:** William T. Lichter, Village Manager

**DATE :** March 6, 2008  
**B of T** March 20, 2008

**SUBJECT :** State Joint Purchasing Requisition for Rock Salt FY2009

**SUBMITTED BY :** Keith J. Surges, Acting Assistant Director of Public Works



**BACKGROUND/POLICY IMPLICATIONS:**

See Attached Memo.

**FISCAL IMPACT/FUNDING SOURCE:**  
\$130,000 / MFT 7370.733200

Review (as necessary):

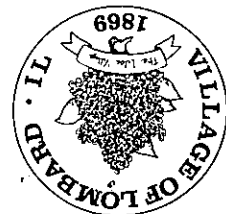
Finance Director

Village Manager

Date

3/11/08

**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.



To: William T. Lichter, Village Manager

Through: Dave Gorman, Acting Director of Public Works *DG*

From: Keith J. Surges, Acting Assistant Director of Public Works *KJS*

Date: March 6, 2008

Subject: Joint Purchase of Rock Salt for FY2009

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. Within reason, this contract not only provides a low price but also sufficient flexibility to prevent shortages or over-buying. The Public Works Department wishes to participate in this program again.

An estimated 4,000 tons of salt will be used to de-ice Village streets in FY 09. Under the terms of the program the Village must purchase 2,800 tons (70% of the requisition) by June 30, 2009. The Village also has the option of purchasing up to 5,200 tons at the same price (130% of the requisition). Due to the extreme weather conditions this option was exercised this winter. The Public Works Department received 5,200 tons of salt on the current contract plus 875 tons on the additional contract with American Rock Salt.

Staff requests Village Board approval to participate in the program. Once approved, the attached requisition will be submitted to the State for inclusion in their bid. When the State awards the bid, 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.

Please place this item on the March 20, 2008 agenda for consideration by the Village Board. Two copies of the requisition are attached for Village President signature upon Village Board approval. Please have these forms signed and returned to me as soon as possible as they must be received in Springfield no later than, April 30, 2007 at 5:00 p.m.

Feel free to call me if you have any questions.

KS PWO 0904 Salt Requisition Memo 03-6-2008



# ILLINOIS

## JOINT PURCHASING REQUISITION

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

PLEASE RETURN TO:

Date: March 24, 2008

Joint Purchasing #: L-3250

Delivery Point  
 282 E. Central Ave.  
 Lombard, Illinois

Village of Lombard  
 255 E. Wilson Avenue  
 Lombard, Illinois 60148  
 DuPage  
 Keith J. Surges  
 630-620-5988  
 630-873-4603

Government Unit:

Mailing Address:

City / State / Zip:

County:

Contact Person:

Telephone Number:

Fax Number:

ITEM DESCRIPTION	QUANTITY	UNIT MEASURE	AMOUNT BUDGETED
AASHTO Specification M143 Road Salt	4000	Tons	\$130,000
Rock Salt, Bulk			

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 government unit and not for the personal use of any official or individual.

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