

ALL DISTRICTS  
060432

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 : William T. Lichter, Village Manager

DATE : August 8, 2005  
Agenda Date: August 17, 2005

TITLE : Bid for: Electronics Recycling Contract

SUBMITTED BY: Wesley B. Anderson, Director of Public Works *WBA*

RESULTS:

Date Bids Were Published \_\_\_\_\_ Bidding Closed \_\_\_\_\_  
Total Number of Bids Received \_\_\_\_\_  
Total Number of Bidders Meeting Specifications \_\_\_\_\_  
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Were Any Bids Withdrawn \_\_\_\_\_ Yes \_\_\_\_\_ No \_\_\_\_\_  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: See attached memo.  
Award Recommended to Lowest Responsible Bidder? \_\_\_\_\_ Yes \_\_\_\_\_ No \_\_\_\_\_  
If no, explain:

FISCAL IMPACT:

Engineer's estimate/budget estimate \$20,000  
Amount of Award \$20,000 / Community Recycling Fund 2790.756420

BACKGROUND/RECOMMENDATION:

See attached memo.

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 \_\_\_\_\_ Date \_\_\_\_\_  
Finance Director XX *Wesley Anderson* Date *8/9/05*  
Village Manager XX *Wesley Anderson* Date *8/9/05*

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.



To: William T. Lichter, Village Manager

*Wesley B. Anderson*

From: Wesley B. Anderson, Director of Public Works

Date: August 7, 2006

Subject: Award of Recycling Extravaganza Electronics Recycling Contract

Lombard's Recycling Extravaganza is scheduled for Saturday, September 16th. As part of the Extravaganza, Lombard offers electronics recycling. Public Works requested proposals from six (6) electronics recyclers and received two (2) proposals. The firms submitting proposals are:

Supply Chain Services, Inc.  
250 W North Ave, Lombard, IL

United Recycling Industries  
1600 Harvester Road, West Chicago, IL

Analysis of the two proposals (attached) using the quantities of electronics recycled as part of the 2005 Extravaganza, determined that United Recycling Industries proposal is lower by \$622,37. United Recycling Industries costs using 2005 Extravaganza quantities is \$16,954. The budget for electronics recycling for this year is \$20,000. Actual costs are determined once the Extravaganza is complete.

Request waiver of bids and award of a contract for the electronics recycling at the 2006 Recycling Extravaganza be presented to the Board of Trustees at their August 17, 2006 meeting. I recommend that the Board approve the contract at the approved FY2007 Budget amount of \$20,000.

**VILLAGE OF LOMBARD**

(Contract for Services)

CONTRACT DOCUMENT NUMBER RE-07-1

This agreement is made this 17<sup>th</sup> day of August, 2006 by and between, and shall be binding upon, the Village of Lombard, an Illinois municipal Corporation hereinafter referred to as (the "Village") and United Recycling Industries, 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 perform the services and the Village agrees to pay for the following services as set forth in the Contract Documents:

2006 Electronics- Recycling Extravaganza

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. RE-07-1 for 2006 Electronics- Recycling Extravaganza, consisting of the following:

i) Cover Sheet

ii) Table of Contents

iii) Request for Proposals (RE-06-1) on Contract Document No. RE-07-1

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 June 15, 2006

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 services which are the subject matter of this Contract the total sum not to exceed unit prices paid in

accordance with the provisions of the Local Government Prompt Payment Act and the provisions of the Contract Documents.

3. Contractor shall not delegate the duties involved in the performance of the services which are the subject matter of this Contract without the written approval of the Village.

4. This Contract represents the entire agreement between the parties and may not be modified without the written approval of both parties.

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 hereunto set their hands this 17<sup>th</sup> day of August, 2006.

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 \_\_\_\_\_, 2006.

Individual or Partnership \_\_\_\_\_ Corporation \_\_\_\_\_

By \_\_\_\_\_  
Position/Title \_\_\_\_\_

By \_\_\_\_\_  
Position/Title \_\_\_\_\_

Print Company Name \_\_\_\_\_

THE VILLAGE OF LOMBARD, ILLINOIS

Accepted this 17<sup>th</sup> day of August, 2006.

\_\_\_\_\_  
William J. Mueller  
Village President

Attest:

\_\_\_\_\_  
Brigitte O'Brien  
Village Clerk

Exhibit "A"

CONTRACTOR'S CERTIFICATION:

Contract Execution

for \_\_\_\_\_, (Name of Contractor) having submitted a bid on a contract (Name of Contractor) hereby certifies that said contractor is not barred from bidding on the aforementioned contract as a result of a violation of either Section 33E-3 or 33E-4 of Article 33E of the Illinois Criminal Code or of any similar statute of another state or of a federal statute containing the same or similar elements.

By: \_\_\_\_\_  
Authorized Agent of Contractor

Subscribed and sworn to before me this \_\_\_\_\_ day of \_\_\_\_\_, 2006.

\_\_\_\_\_  
Notary Public

Exhibit "B"

CONTRACTOR'S CERTIFICATION:

Sexual Harassment Policy

\_\_\_\_\_, having submitted a bid/proposal for \_\_\_\_\_, to the Village of Lombard, hereby certifies that said contractor has a written sexual harassment policy in place in full compliance with 775 ILCS 5/2-105(A) (4).

By: \_\_\_\_\_  
 Authorized Agent of Contractor

Subscribed and sworn to before me this \_\_\_\_\_, 2006.

\_\_\_\_\_  
 Notary Public

Exhibit "C"

CONTRACTOR'S CERTIFICATION:

Illinois Department of Revenue - Tax Compliance

\_\_\_\_\_, having submitted a bid/proposal for \_\_\_\_\_, to the Village of Lombard, hereby certifies that said contractor is not delinquent in the payment of any tax administered by the Illinois Department of Revenue, or if it is:

- a. it is contesting its liability for the tax or the amount of tax in accordance with procedures established by the appropriate Revenue Act; or
- b. it has entered into an agreement with the Department of Revenue for payment of all taxes due and is currently in compliance with that agreement.

By: \_\_\_\_\_  
Authorized Agent of Contractor

Subscribed and sworn to before me this \_\_\_\_\_ day of \_\_\_\_\_, 2006.

\_\_\_\_\_  
Notary Public

Exhibit "D"

CERTIFICATION OF CONTRACTOR c174E  
FHA Rules, 49 CFR 382

\_\_\_\_\_ hereby certifies that it is in full compliance with the

[Company Name]

Federal Highway Administration Rules on Controlled Substances and Alcohol Use and Testing, 49 CFR 382 et seq., and that \_\_\_\_\_ [name of employee/driver or "all employee drivers"] is/are currently participating in a drug and alcohol testing program pursuant to the aforementioned rules.

By: \_\_\_\_\_  
[Company Name]

Its: \_\_\_\_\_

SUBSCRIBED AND SWORN TO  
before me this day  
of \_\_\_\_\_, 2006.

\_\_\_\_\_  
NOTARY PUBLIC



**Exhibit "E"**

**ADDITIONAL INSURED ENDORSEMENT**

Name of Insurer:  
Named Insured:  
Policy Number:  
Policy Period:  
Endors. Effective Date:

This endorsement modifies coverage provided under the following:

Commercial General Liability  
Coverage Part

Name of Individuals or Organization:

WHO IS AN INSURED section of the policy/coverage document is amended to include as an insured, the individuals or organization shown above, but only with respect to liability "arising out of your work".

For purposes of this endorsement, "arising out of your work" shall mean:

1. Liability the Additional Insured may incur resulting from the actions of a contractor it hires.
2. Liability the Additional Insured may incur for negligence in the supervision of the Named Insured Contractors work.
3. Liability the Additional Insured may incur for failure to maintain safe worksite conditions.
4. Liability the Additional Insured may incur due to joint negligence of the Named Insured Contractor and the Additional Insured.

As of 19 July 2006  
 Price Comparison using  
 Results from 2005 Recycling Extravaganza

Type	Unit of Measure	Total	SSI Units	SSI Costs	United Recycling units	United Recycling costs
Basic Service including: Computer Peripherals Office Equipment PC mixed Small Home Appliance	Lbs	48629	0.15	7294.35	0.22	10698.38
TV	Each	195	15	2925	0.22	858
Monitors	Each	674	7.5	5055	0.22	2965.6
Batteries	LB		3		0.22	
Labor		40	18	720	22	880
Forklift delivery		2	350	700	500	500
Transportation	rnd trip	4	65	260	430	430
<b>Comparison Total</b>				16954.35		16331.98

060081

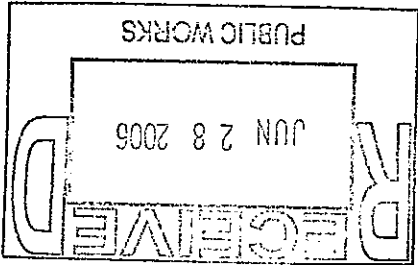
**PERFORMANCE REFERENCES**

All proposers shall supply three (3) performance references (current accounts), including names, addresses, telephone numbers and point of contact.

Company Name: .....  
 Address .....  
 City & State.....  
 Telephone Number.....  
 Person To Contact.....  
 Title/Position.....  
 Solid Waste Agency of Northern Cook County  
 1616 East Golf Road  
 Des Plaines, IL  
 847-724-9205  
 Mary Allen  
 Recycling and Education Director

Company Name: .....  
 Address .....  
 City & State.....  
 Telephone Number.....  
 Person To Contact.....  
 Title/Position.....  
 Kane County Recycling  
 719 Batavia Avenue  
 Geneva, IL  
 630-208-3841  
 Gary Melke  
 Recycling Coordinator

Company Name: .....  
 Address .....  
 City & State.....  
 Telephone Number.....  
 Person To Contact.....  
 Title/Position.....  
 St. Louis County Government  
 7900 Carondelet  
 St. Louis, MO  
 314-615-4784  
 Laura Yates  
 Environmental Department



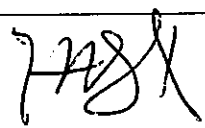
VILLAGE OF LOMBARD  
PROPOSAL

Proposal for Contract Document Number RB-06-1. The proposer shall complete all information requested such as, but not limited to, Unit Prices, Estimated Volume, Estimated Total Cost and Estimated Total. We hereby agree to furnish to the Village of Lombard the 2006 ELECTRONICS-RECYCLING EXTRA VAGANZA in accordance with provisions, instructions, and specifications of the Village of Lombard for the prices as follows:

Description	Unit Price	Estimated Volume	Estimated Total Cost
Basic Processing Service for Non-Monitor/TV Equipment/Material	22 cents per pound on gross weight collected		
Monitor/Terminal/TVs	22 per pound		
Batteries	22 per pound		
Labor- On Site	\$ 22.00 per person per hour	N/A	
Gaylord Boxes, Pallets, Shrink Wrap and Supplies	N/A		
Fork Lift Truck Delivery to Site	\$500		
Transportation	\$430		
Extras (specify)			
Estimate Total			

Note: All proposal prices shall be shown F.O.B. destination Lombard, Illinois.

Telephone.....: 630-261-6060  
Address line 1 .....: 1600 Harvester Road  
Company Name ...: United Recycling Industries, Inc.  
Position/Title.....: CFO  
Print Name .....: Darrell Stoecklin  
By.....:



PLACE CORPORATE SEAL HERE

If a corporation, an officer duly authorized should sign and attach corporate seal

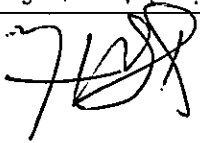
Telephone.....:  
Address line 2 .....:  
Address line 1 .....:  
Company Name ...:  
Position/Title.....:  
Print Name .....:  
By.....:  
Position/Title.....:  
Print Name .....:  
By.....:

If an individual or partnership, all individual names of each partner shall be signed:

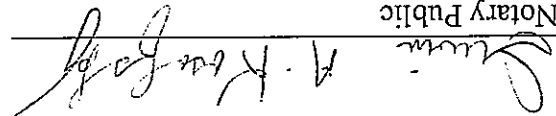
Is your proposal in compliance with specifications? Yes  No   
If answer is no, list deviations on the provided "Specification Deviation" Form.  
Signed on this 15 day of June 2006

**CONTRACTOR'S (PROPOSER) CERTIFICATION  
PROPOSAL**

Darrell Stoecklin (Name of Contractor/Proposer), having submitted a proposal on a contract for United Recycling Industries, Inc. (General description of item(s) proposed on) to the Village of Lombard, hereby certifies that said Contractor/Proposer is not barred from proposing on the aforementioned contract as a result of a violation of either Section 33B-3 or 33 E-4 of Article 33E of Chapter 38 of the Illinois Criminal Code or of any similar statute of another state or of a federal statute containing the same or similar elements.

By:  Authorized Agent of contractor/Proposer

Subscribed and sworn to before me this 22<sup>nd</sup> day of June, 2006.

  
Notary Public

The Village of Lombard reserves the right to reject any or all proposals, to waive technicalities in proposing, or to choose any combination of proposals which are deemed to be in the best interest of the Village of Lombard.

\_\_\_\_\_  
 Signature of Proposer

\_\_\_\_\_  
 Date

6/15/06

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per pound (not per unit) - \$0.22 per pound

PRICE PROPOSAL: Monitors/Terminals/TVs will be charged

(IF ADDITIONAL SPACE IS REQUIRED USE THE BACK OF THIS PAGE)

We deviated from the desired specifications of the Village of Lombard in the following areas. As best as can be ascertained, there are no other deviations from those listed below:

VILLAGE OF LOMBARD  
SPECIFICATION DEVIATION

Enclosures

Email: [jadelee@supply-chain-services.com](mailto:jadelee@supply-chain-services.com)  
Phone: (630) 629-9344, x12, Cell: (630) 675-9544  
Executive Vice President

Jade Lee



Best regards,

Please do not hesitate to contact me should you have any questions or require additional information.

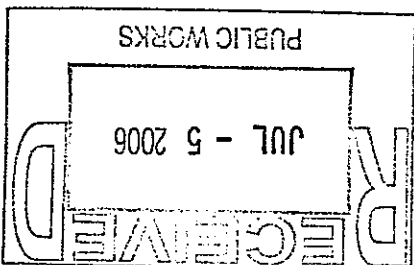
SST has been providing electronics recycling services to Lombard's Recycling Extravaganza for the last two years. We are familiar with Village's objectives and understand the logistics requirements and challenges. We look forward to working with you closely to make the 2006 event a successful one.

Attached, please find Supply-Chain Services, Inc. (SSI's) proposal for the 2006 Village of Lombard's Recycling Extravaganza.

Dear Wesley:

Mr. Wesley Anderson  
Director of Public Works  
255 E. Wilson Ave.  
Lombard, IL 60148

July 3, 2006





**PERFORMANCE REFERENCES**

All proposers shall supply three (3) performance references (current accounts), including names, addresses, telephone numbers and point of contact.

Company Name: .....  
Address .....  
City & State .....  
Telephone Number .....  
Person To Contact .....  
Title/Position .....

Solid Waste Agency of Northern Cook County  
2300 Patriot Boulevard Suite 110  
Glenview, IL 60062  
(847) 724-9205  
Mary Allen  
Recycling and Community Education Director

Company Name: .....  
Address .....  
City & State .....  
Telephone Number .....  
Person To Contact .....  
Title/Position .....

Village of Oak Park  
131 South Boulevard  
Oak Park, IL 60302  
(708) 358-5303  
Karen Rozmus  
Waste Reduction Manager

Company Name: .....  
Address .....  
City & State .....  
Telephone Number .....  
Person To Contact .....  
Title/Position .....

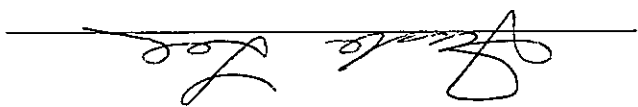
Kane County  
719 Batavia Avenue  
Geneva, IL 60134  
(630) 208-3841  
Gary Mielke  
Manager, Environmental Management

**VILLAGE OF LOMBARD  
PROPOSAL**

Proposal for Contract Document Number RF-06-1. The proposer shall complete all information requested such as, but not limited to, Unit Prices, Estimated Volume, Estimated Total Cost and Estimated Total. We hereby agree to furnish to the Village of Lombard the 2006 ELECTRONICS-RECYCLING EXTRAVAGANZA in accordance with provisions, instructions, and specifications of the Village of Lombard for the prices as follows:

Description	Unit Price	Estimated Volume	Estimated Total Cost
Basic Processing Service for Non-Monitor/ TV Equipment/Material	\$0.15 cents per pound on gross weight collected		
Monitor/Terminal/EVS	\$7.50 per unit		
Batteries	\$3.00 per pound		
Labor- On Site	\$18.00 per person per hour	N/A	
Gaylord Boxes, Pallets, Shrink Wrap and Supplies	\$0.00		
Fork Lift Truck Delivery to Site	\$350.00 per fork lift truck (1 to 2 fork trucks may be needed)		
Transportation	\$65.00 per round trip		
Extras (specify)			
TV	\$15.00 per unit		
Estimate Total			

Note: All proposal prices shall be shown F.O.B. destination Lombard, Illinois.

By.....  
  
 Print Name ..... Jade Lee  
 Position/Title..... Executive, Vice President  
 Company Name ... Supply-chain Services, Inc. (551)  
 Address line 1 ..... 250 W. North Ave. Lombard, IL 60148  
 Telephone..... (630) 629-9344 ext. 12

PLACE CORPORATE SEAL HERE

If a corporation, an officer duly authorized should sign and attach corporate seal

By.....  
 Print Name .....  
 Position/Title.....  
 By.....  
 Print Name .....  
 Position/Title.....  
 By.....  
 Print Name .....  
 Position/Title.....  
 Company Name ...  
 Address line 1 .....  
 Address line 2 .....  
 Telephone.....

If an individual or partnership, all individual names of each partner shall be signed:

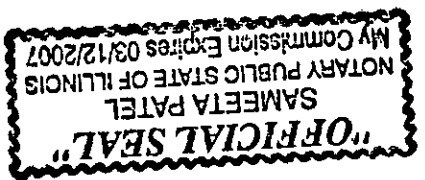
Is your proposal in compliance with specifications?  Yes  No  
 If answer is no, list deviations on the provided "Specification Deviation" Form.  
 Signed on this 3rd day of July, 2006

CONTRACTOR'S (PROPOSER) CERTIFICATION  
PROPOSAL

Supply-Chain Services, Inc. (SSI)  
proposal on a contract for Electronics Recycling Extravaganza  
(General description of item(s) proposed on) to the Village of Lombard, hereby certifies  
that said Contractor/Proposer is not barred from proposing on the aforementioned  
contract as a result of a violation of either Section 33E-3 or 33 E-4 of Article 33E of  
Chapter 38 of the Illinois Criminal Code or of any similar statute of another state or of a  
federal statute containing the same or similar elements.

By: [Signature]  
Authorized Agent of contractor/Proposer

Subscribed and sworn to before me this 5<sup>th</sup> day of July, 2006.



[Signature]  
Notary Public

The Village of Lombard reserves the right to reject any or all proposals, to waive technicalities in proposing, or to choose any combination of proposals which are deemed to be in the best interest of the Village of Lombard.