

**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: Tim Sexton, Acting Village Manager  
DATE: January 8, 2014 Agenda Date: January 16, 2014  
TITLE: File Storage/Maintenance Database Contract

SUBMITTED BY: Paul DiRienzo, Fire Chief

**RESULTS:**

Date Bids Were Published: N/A.....Date Bidding Closed: N/A  
Total Number of Bids Received: N/A  
Total Number of Bidders Meeting Specifications ..... N/A  
Bid Security Required ..... \_\_\_ Yes \_\_\_X No  
Performance Bond Required ..... \_\_\_ Yes \_\_\_X No  
Were Any Bids Withdrawn ..... \_\_\_ Yes \_\_\_X No  
Explanation.....  
Waiver of Bids Requested? ..... \_\_\_X Yes \_\_\_ No  
If yes, explain: Sole Source Provider Letter attached  
Award Recommended to Lowest Responsible Bidder \_\_\_ Yes \_\_\_X No  
If no, explain: see letter attached

**FISCAL IMPACT:**

Engineer's estimate/budget estimate:  
Amount of Award: \_\_\_\$4,800/year for a three year contract NTE \$14,400 \_\_\_

**BACKGROUND/RECOMMENDATION:**

Request for a waiver of bids and award of a contract to Inspection Reports Online, LLC in an amount not to exceed \$4,800.00/year for 3 years for the File Storage/Maintenance Database for the Fire Prevention Bureau.

Has Recommended Bidder Worked for Village Previously \_\_\_ Yes \_\_\_X No  
If yes, was quality of work acceptable \_\_\_ Yes \_\_\_ No  
Was item bid in accordance with Public Act 85-1295? \_\_\_X Yes \_\_\_ No  
Waiver of bids - Public Act 85-1295 does not apply \_\_\_ Yes

**REVIEW** (as needed):

Finance Director XX \_\_\_\_\_ Date \_\_\_\_\_  
Village Manager XX *Timothy Sexton* \_\_\_\_\_ Date 1/9/14

**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.**