

**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: May 10, 2006
Agenda Date: May 18, 2006
TITLE: Bid Opening For: Printing of Lombard Pride Newsletter/2 Year Contract

SUBMITTED BY: David A. Huliseberg, Director of Community Development Department *DLH*

RESULTS:

Date Bids Were Published April 19, 2006
 Date Bidding Closed May 5, 2006
 Total Number of Bids Received 5
 Total Number of Bidders Meeting Specifications 5

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 Were Any Bids Withdrawn Yes No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:
 Award Recommended to Lowest Responsible Bidder Yes No
 If no, explain:

FISCAL IMPACT:

Hotel/Motel Tax Fund
 Funds Budgeted \$35,000.00 per year

BACKGROUND/RECOMMENDATION:

Bids for the printing of the Lombard Pride Newsletter were opened at a bid opening on May 5, 2006. Five bids were presented for a two year contract. Staff recommends the award of the contract to the lowest bidder, The Printing System, in an amount not to exceed \$20,600 annually.

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 _____
 Finance Director XX *William T. Lichter*
 Village Manager XX *William T. Lichter*
 Date *5/10/06*
 Date *5/10/06*

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.



May 10, 2006

TO: President and Board of Trustees
FROM: David Hulseberg, AICP *DH*
Community Development Director
RE: Bid Opening For Lombard PRIDE

The bid opening for the upcoming contract of the Lombard PRIDE was held at 11 a.m. on Friday, May 5. There were five bids presented from the following printers:

The Printing System	\$41,200
The Ink Well	\$42,991.46
ABS Graphics	\$43,350
York Print Shoppe	\$51,954
Courier Printing	\$60,600

The bids are attached for your review.

Staff recommends accepting the bid from The Printing System in the amount of \$41,200 as the lowest responsible bidder. This is a two-year contract.

Please place this item on the consent agenda for the May 18, 2006 Board of Trustees meeting. If you have any questions, please feel free to contact me. Thank you.

Attachments

DAH/jmk