

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

050139  
District All


\_\_\_\_\_ Resolution or Ordinance (Blue) \_\_\_\_\_ *Waiver of First Requested*  
\_\_\_\_\_ Recommendations of Board, Commissions & Committees (Green)  
  X   Other Business (Pink)

TO: PRESIDENT AND BOARD OF TRUSTEES

FROM: William T. Lichter, Village Manager

DATE: March 22, 2005 (BOT) Date: April 7, 2005

TITLE: State Joint Purchasing Requisition for Rock Salt

SUBMITTED BY: Keith J. Surges, Operation Superintendent 

BACKGROUND/POLICY IMPLICATIONS:

See Attached Memo

FISCAL IMPACT/FUNDING SOURCE: \$110,000 / MFT 7370.733200

Review (as necessary):

Finance Director X \_\_\_\_\_

Date \_\_\_\_\_

Village Manager X W. T. Lichter

Date: 3/25/05

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 *WA*  
Through: Wesley Anderson, Public Works Director  
From: Keith J. Surges, Operations Superintendent *KJS*  
Date: March 22, 2005  
Subject: Joint Purchase of Rock Salt

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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 4,000 tons of salt will be used to de-ice Village streets in FY 06. Under the terms of the program the Village must purchase 2,800 tons by June 30, 2006 (70% of the requisition). Thirteen years ago, one of the mildest winters on record, the Village used 2,091 tons. This winter so far we have received 3375 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 5,200 tons at the same price (130% 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, April 30, 2005 @ 5:00PM.

Please place this item on the April 7, 2005 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  
Springfield, IL 62706  
Fax: (217) 782-5187

Joint Purchasing #: L3250

Government Unit: Village of Lombard

Contact Person: Keith J. Surges

Mailing Address: 255 E. Wilson Avenue

City / State / Zip: Lombard, Illinois, 60148

Telephone Number: (630) 620-5740

Fax Number: (630) 620-5982

E-Mail Address: surgesk@villageoflombard.org

Date: April 7, 2005

<b>Delivery Point</b>
Public Works
282 E. Central Avenue
Lombard, Illinois 60148

ITEM DESCRIPTION	QUANTITY	UNIT MEASURE	AMOUNT BUDGETED
Bulk Rock Salt (Sodium Chloride)	4,000	Tons	\$110,000

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.

Village President

SIGNATURE OF AUTHORIZED OFFICIAL OR AGENT

TITLE