

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

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

TO: PRESIDENT AND BOARD OF TRUSTEES

FROM: Scott Niehaus, Village Manager

DATE: March 21, 2014 (B of T) Date: April 3, 2014

TITLE: State Joint Purchasing Requisition for Rock Salt FY2014

SUBMITTED BY: Tom Ellis, Operations Superintendent

BACKGROUND/POLICY IMPLICATIONS:

Staff requests the approval to participate in the State Joint Purchasing Requisition for Rock Salt for Fiscal Year 2014.

FISCAL IMPACT/FUNDING SOURCE

\$105,000.00 / MFT 420.730.730.73310

Review (as necessary):

Village Attorney X _____ Date _____

Finance Director X _____ Date _____

Village Manager X _____ Date _____

NOTE: Materials must be submitted to / approved by the Village Manager's Office by 12:00 pm, Wednesday, prior to the Agenda Distribution.



To: Scott Niehaus, Village Manager
Through: Carl Goldsmith, Public Works Director *CJ*
From: Tom Ellis, Operations Superintendent *TE*
Date: March 24, 2014
Subject: Renewal of Joint Purchase of Rock Salt for FY 2014

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 renewal program again.

An estimated 2,000 tons of salt will be used to de-ice Village streets in FY 14-15. Under the terms of the program the Village must purchase a minimum of 1,600 tons by June 30, 2015 (80% of the requisition). The Village also has the option of purchasing up to 2,400 tons at the same price (120% 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. The participation in this contract will be in addition to any salt purchased off-season.

Once approved, the attached requisition will be submitted to the State for inclusion in their renewal 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.

The staff recommends that the Village President sign the attached Illinois Joint Purchasing Requisition authorizing the State to bid on behalf of Lombard and return the item to the Director or Public Work in order to ensure that the requisition is returned to Central Management Services.

MFT funds are typically used for this purchase.



REVISION - 3-24-14

ILLINOIS

JOINT PURCHASING REQUISITION

PLEASE RETURN TO:

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

 No Thank You,
But keep on mailing list.

Opt-Out-> Our unit does not want to participate in the CY 2014-2015 Contract Re-procurement.
Notice-> Please complete and return the Contact information below to remain on the mailing list.

Joint Purchasing #: _____

Date: 3 / 24 / 2014Government Unit: VILLAGE OF LOMBARDMailing Address: 255 E. WILSON AV.City / State / Zip: LOMBARD, IL 60148County: DUPAGEContact Person: DOM ELLISTelephone Number: 630-620-5988Fax Number: 630-873-4603Contact Email: ellist@villageoflombard.org

Delivery Point
(Provide Delivery Details To Contract) (Vendor At Time Of Order Placement)
<u>LOCATION</u>
#1, 282 E CENTRAL
#2 1135 N GARFIELD
<- Please provide Email Address

***** Participant, Complete Only One - Either "Table-A" or "Table-B" Below *****

Table A: Complete this table to have the State SOLICIT BIDS for your governmental entity			
ITEM DESCRIPTION	QUANTITY	UNIT MEASURE	AMOUNT BUDGETED
AASHTO M143 Road Salt or Equivalent	(Total Tonnage)	(22 - 25 Ton / Truck)	(Local Governmental Use Only)
Rock Salt, Bulk	<u> </u>	Tons	<u> </u>

Please note your Purchase Commitment Percentage for total tonnage quantity stated above (choose one):

OPTION 1 X 80% minimum purchase requirement/120% maximum purchase requirement

OPTION 2 100% minimum purchase requirement/120% maximum purchase requirement

***** Participant, Complete Only One - Either "Table-A" Above or "Table-B" Below *****

Table B: Complete this table to have the State RENEW for your governmental entity (ONLY)			
ITEM DESCRIPTION	QUANTITY	UNIT MEASURE	AMOUNT BUDGETED
AASHTO M143 Road Salt or Equivalent	(Total Tonnage)	(22 - 25 Ton / Truck)	(Local Governmental Use Only)
Rock Salt, Bulk	<u>2000</u>	Tons	<u>\$105,000.00</u>

Note: Renewal is available ONLY under Contracts PSD 4017548, 4017549, 4017550, or 4017551 for the CY' 2013-2014 season. Your quantity may not exceed more than a 20% increase of last season's quantity, and price cannot increase more than 5% of last season's price. Other Terms & Conditions of Contract will remain the same as last year. Check Contract # Below:

Note Current Contract Number: PSD 4017548 (X) or PSD 4017549 () or PSD 4017550 () or PSD 4017551 ()

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 governmental unit, and not for personal use of any official or individual or re-sale.

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

Printed on Recycled Paper

TITLE